

**U.S. Department of Education
Office of Elementary and Secondary Education
Office of Migrant Education
Washington, D.C. 20202-6135**

Fiscal Year 2008

Consortium Incentive Grant Application

CFDA 84.144F



**Approved OMB Number: 1810-0649
Expiration Date: 02/28/2009**

Title I, Part C

Migrant Education Program

Paperwork Burden Statement

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If you have comments or concerns regarding the status of your individual submission of this form, write directly to: **Alejandra Vélez-Paschke, Office of Elementary and Secondary Education, Office of Migrant Education, U.S. Department of Education, 400 Maryland Avenue, SW, 3E249, Washington D.C. Error: Reference source not found.**



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF MIGRANT EDUCATION

Dear Colleague:

Thank you for your interest in the Migrant Education Program (MEP) Consortium Incentive Grant (CIG) program. The program is authorized by section 1308(d) of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001. This program provides competitive incentive grants to State Educational Agencies (SEAs) receiving MEP formula grant awards that participate in high-quality consortium arrangements with another State or appropriate entity to improve the delivery of services to migratory children whose education is interrupted.

The enclosed application package contains all the information, instructions, and forms that applicants will need to apply for a Fiscal Year (FY) 2008 MEP Consortium Incentive Grant. Please review the enclosed materials carefully. The Department has included an additional absolute priority, published in the Federal Register (73 FR 13217) on March 12, 2008, to those established for the prior competition and established in the notice of final requirements published in the Federal Register (69 FR 10110) on March 3, 2004. In addition, the selection criteria used for prior MEP CIG competitions have changed.

Please note that only SEAs that currently administer MEP programs are eligible to apply for these incentive grants.

If you or your colleagues have any questions about the FY 2008 MEP Consortium Incentive Grant Program or the enclosed application package, please contact Alejandra Vélez-Paschke at (202) 260-2834 or via email alejandra.velez@ed.gov.

Sincerely,

Lisa Ramírez
Acting Director
Office of Migrant Education

Enclosure

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Title I, Part C
Migrant Education Program (MEP)
FY 2008 Consortium Incentive Grant Application

Introduction

The Migrant Education Program (MEP), authorized under Title I, Part C of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the No Child Left Behind Act of 2001, is a State-administered and State-operated formula grant program.

This package describes what a State must do in order to apply for a Fiscal Year (FY) 2008 MEP Consortium Incentive Grant under section 1308(d) of the MEP. It also contains the forms a State must complete as part of the application process.

The MEP provides assistance to State educational agencies (SEAs) to support high quality and comprehensive educational programs that provide migratory children appropriate educational and supportive services that address their special needs in a coordinated and efficient manner, and give migratory children the opportunity to meet the same challenging State academic content and student academic achievement standards that all children are expected to meet.

ESEA section 1308(d) authorizes the Secretary to “reserve not more than \$3 million to award competitive grants of not more than \$250,000 [each] on a competitive basis to SEAs that propose a consortium arrangement with another State or other appropriate entity that the Secretary determines, pursuant to criteria that the Secretary shall establish, will improve the delivery of services to migratory children whose education is interrupted.”

Under this program, the Department will award competitive incentive grants to SEAs in high-quality consortia that improve the intrastate and interstate coordination of migrant education programs by addressing any of eight key needs of migratory children who have their education interrupted. For FY 2008, the Department will make available \$3 million for consortium incentive grant awards. These awards will be made based on the requirements established in the Notice of Final Requirements published on March 3, 2004 in the Federal Register (69 FR 10110) and in the Notice for Final Priority published on [INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER] in the Federal Register (XX FR XXXXX) (enclosed). Through the latter Notice, the Department added to the seven absolute priorities already established for this program an eighth priority designed to improve the educational attainment of out-of-school migratory youth whose education is interrupted. Applicants may propose projects that focus on one or more of these eight priorities.

In addition, the criteria for the FY 2008 competition are different from those the Department has used in prior years.

Application Deadline

The deadline for the receipt of Fiscal Year (FY) 2008 MEP Consortium Incentive Grant applications is May 7, 2008. Funds may be awarded on or after September 15, 2008, if the SEA application has been approved.

Who May Apply

Please note that SEAs with MEP programs are the only eligible applicants for these incentive grants. As noted in the instructions, SEAs proposing to participate in a proposed consortia should identify a “lead SEA” for the consortium, and through that lead SEA, provide the information requested in this application.

Amount and Use of Awards

For the FY 2008 competition, SEAs may propose a consortium for a performance period of up to two years. The Department will award \$3 million in FY 2008, and intends to award another \$3 million (depending on availability) in FY 2009 to those SEAs that received incentive awards in FY 2008 and have demonstrated substantial progress toward meeting the objectives described in an approved consortium’s application.

An SEA that participates in a high-quality consortium, as determined by the selection criteria outlined in this application package, will receive only one incentive grant award per year regardless of the number of high-quality consortia in which it participates. (See Selection Criteria section). The amount of an SEA’s incentive grant award will be calculated on the basis of the following two-tiered formula: SEAs whose MEP allocations are \$1 million or less will, in general, receive a grant award that is twice the amount of the award provided to SEAs whose MEP allocations are greater than \$1 million. Within each tier, awards will be of equal size. However, no SEA will receive an incentive grant award that exceeds the amount of its Title I, Part C, MEP formula grant or \$250,000, whichever is less.

The Department estimates that awards will vary between \$60,000 (if all 50 eligible SEAs received grants under this competition) to \$250,000 (the statutory maximum) per year. Based on the number of States (23) that received Consortium Incentive Grants in FY 2006, the size of an FY 2008 award would be \$86,623 for SEAs whose MEP allocations are greater than \$1 million and \$173,246 for SEAs whose MEP allocations are \$1 million or less. The actual size of an SEA’s award will depend on the number of successful SEA applications and the size of the SEA’s MEP formula grant allocation.

Consortium Incentive Grant awards are treated as additional funds available to the SEA under the MEP State formula grant program. Awarded funds may be used to implement the approved consortium activities, or to carry out any other activities authorized under the MEP.

Absolute Priorities

In the Notice of final requirements published on March 3, 2004 in the Federal Register (69 FR 10110) and in the Notice for Final Priority published on [INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER] in the Federal Register (XX FR XXXXX) and included in this application package, the Department has established eight absolute priorities that promote key national objectives of the MEP under the Consortium Incentive Grant program. In order for SEAs to be considered for

incentive grants under the FY 2008 competition, a proposed application must address one or more of these eight absolute priorities, which are as follows:

1. Services designed to improve the proper and timely identification and recruitment of eligible migratory children whose education is interrupted;
2. Services designed (based on review of scientifically based research) to improve the school readiness of pre-school age migratory children whose education is interrupted;
3. Services designed (based on review of scientifically based research) to improve the reading proficiency of migratory children whose education is interrupted;
4. Services designed (based on review of scientifically based research) to improve the mathematics proficiency of migratory children whose education is interrupted;
5. Services designed (based on review of scientifically based research) to decrease the dropout rate of migratory students whose education is interrupted and improve high school completion rates;
6. Services designed (based on review of scientifically based research) to strengthen the involvement of migratory parents in the education of migratory students whose education is interrupted;
7. Services designed (based on review of scientifically based research) to expand access to innovative educational technologies intended to increase the academic achievement of migratory students whose education is interrupted; and
8. Services designed (based on review of scientifically based research) to improve the educational attainment of out-of-school migratory youth whose education is interrupted.

Selection Criteria

Consortium applications will be reviewed and ranked on the basis of how well the information provided responds to the following selection criteria:

- Need for the Project;
- Significance;

- Quality of Project Design;

- Quality of Project Services;

- Quality of the Management Plan; and

- Quality of Project Evaluation.

Therefore, applicants should describe the absolute priority(ies) on which their consortium will focus in terms of these selection criteria.

The Department will select only those consortia of the highest quality. In determining which applications are of the highest quality, reviewers will rate each application using the following selection criteria and assign up to a total of 100 points. The maximum score for each criterion and subcriterion is indicated in

parenthesis. These selection criteria are drawn from the general criteria for competitive grants contained in section 75.210 of the Education Department General Administrative Regulations (EDGAR). Please note that instances where the word project appears in the selection criteria, the reference is to the consortium project being proposed.

1. Need for the Project (0-5)

In determining the need for the proposed project, we consider:

The extent to which specific gaps or weaknesses in services, infrastructure, or opportunities have been identified and will be addressed by the proposed project, including the nature and magnitude of those gaps or weaknesses. (0-5)

2. Significance (0-10)

In determining the significance of the proposed project, we consider:

The extent to which the proposed project involves the development or demonstration of promising new strategies that build on, or are alternatives to, existing strategies. (0-5)

The likely utility of the products (such as information, materials, processes, or techniques) that will result from the proposed project, including the potential for their being used effectively in a variety of other settings. (0-5)

3. Quality of the Project Design (0-45)

In determining the quality of the design of the proposed project, we consider:

The extent to which the design of the proposed project includes a thorough, high-quality review of the relevant literature, a high-quality plan for project implementation, and the use of appropriate methodological tools to ensure successful achievement of project objectives. (0-25)

The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable. (0-10)

The extent to which the proposed project is designed to build capacity and yield results that will extend beyond the period of Federal financial assistance. (0-5)

The extent to which the proposed project will be coordinated with similar or related efforts, and with other appropriate community, State and federal resources. (0-5)

4. Quality of Project Services (0-15)

In determining the quality of the services to be provided by the proposed project, we consider:

The quality and sufficiency of strategies for ensuring equal access and treatment for eligible project participants who are members of groups that have traditionally been underrepresented on race, color, national origin, gender, age or disability. (0-5)

The likely impact of the services to be provided by the proposed project on the intended recipients of those services. (0-5)

The extent to which the training or professional development services to be provided by the proposed project are of sufficient quality, intensity, and duration to lead to improvements in practice among the recipients of those services. (0-5)

5. Quality of the Management Plan (0-10)

In determining the quality of the management plan for the proposed project, we consider:

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. (0-10)

6. Quality of the Project Evaluation (0-15)

In determining the quality of the evaluation, we consider:

The extent to which the methods of evaluation include the use of objective performance measures that are clearly related to the intended outcomes of the project and will produce quantitative and qualitative data to the extent possible. (0-10)

The extent to which the methods of evaluation will provide performance feedback and permit periodic assessment of progress toward achieving intended outcomes. (0-5)

Duration Of Funding Period

The Department expects to make initial awards under the MEP Consortium Incentive Grant program on/around September 15, 2008. The initial award period will run through September 30, 2009. Because the Department awards Consortium Incentive Grant funds as additional funds available under the Migrant Education Program State formula grant program, SEAs have an additional twelve months as permitted by the "Tydings Amendment" (Section 421(b) of the General Education Provisions Act, as amended) to obligate these awards. Thus, any FY 2008 State Consortium Incentive Grant funds that are not obligated by September 30, 2009, remain available for obligation until September 30, 2010. Similarly, second project year funding (to be awarded in FY 2009) will be available for obligation until September 30, 2011.

Election for Direct Deposit Sign Up

Funds awarded to an SEA under a FY 2008 MEP Consortium Incentive Grant will automatically be deposited in the financial institution identified in the SEA's Consolidated State Application as the designated entity to receive FY 2008 Basic State MEP funds. Should the SEA choose to elect another financial institution, the SEA will need to identify the new financial institution and submit pertinent information to the Department using the Direct Deposit Sign Up Form 1199.

Reporting and Accountability

In order to receive a second-year award in FY 2009, recipients of an FY 2008 MEP consortium incentive award must submit to the Department, through the lead SEA, a performance report prior to the end of the consortium's initial project year. (See sections 75.118 and 75.590 of EDGAR.) In addition, under section 75.590 of EDGAR, grantees must submit, through the lead SEA, a final evaluation report no more than 90 days after the end of the continuation year. These reports must address the SEA's performance of activities and objectives of the approved consortium, whether or not the SEA supports the activities with Consortium Incentive Grant funds. These reports will need to address (1) the recipient's progress in achieving the objectives [of the consortium] in its approved application; (2) the effectiveness of the [consortium] in meeting the purposes of the [consortium]; and (3) the effect of the [consortium] on participants being served by the [consortium]. In providing this information, recipients must use the generic performance report (U.S. Department of Education Form ED 524B) (enclosed).

An SEA receiving an incentive grant must also submit the financial reports required under section 76.720 (and section 80.41) of EDGAR. The SEA does not need to submit a performance report on the use of the incentive grant funds otherwise required under section of 80.40(b) of EDGAR.

Application Instructions and Forms

This application provides the information necessary for SEAs to apply for award of FY 2008 MEP Consortium Incentive Grant funds. The Department intends to use the information provided by the SEA(s) to review and approve consortia, and to determine the amount of the incentive grant awards to be made under the authority of section 1308(d). Carefully read the entire application package before beginning to prepare an application. The application package clearly identifies who is eligible to apply under this competition, what applicants must propose to do, what must be contained in an application, and what criteria will be used to evaluate applications. Applications must be submitted **no later than May 7, 2008**.

In applying for a MEP Consortium Incentive Grant award, your application must be organized according to, and include, the parts below. Copies of all forms discussed in the following section are provided in this document.

To receive an award under this program, a complete application, submitted by the lead SEA of a consortium, must include the following parts:

Part I: Coversheet for the MEP Consortium Incentive Grant Program.

The first page of the application consists of a cover page indicating the title of the proposed consortium, and the identity and address of the lead SEA for the consortium and of each other SEA or entity participating in the consortium.

Part II: Table of Contents

This table should include the page number or numbers in which reviewers will be able to locate the information in the narrative that corresponds to each aspect of the required application content and the selection criteria.

Part III: Project Abstract

The abstract should be 1-2 page(s) in length and include a summary of the goals, outcomes, and activities of the proposed consortium.

Part IV: Project Narrative (limited to 30 pages)

This part of the application should describe the proposed consortium and its activities in **light of the selection criteria**. It also must address the following application requirements:

1. The goals and measurable outcomes of the consortium, and the activities that each participating SEA or entity in the consortium will conduct during each project year to attain the project goals and outcomes and in doing so improve the delivery of services to migratory children whose education is interrupted;
2. A concise and cogent explanation of the need for and value of the proposed consortium to each participating SEA, and how the proposed consortium will improve interstate or intrastate coordination of migrant education programs; and

3. A description of the process each participating SEA will use for evaluating its progress in achieving the measurable outcomes of the consortium.

Reminder: The application narrative must clearly address one or more of the absolute priorities identified on page 5 of this application package. It also must include, though need not be limited to, the information identified in Part IV, above.

You must limit the narrative no more than 30 pages, using the following standards:

- A page is 8.5” x 11”, on one side only, with 1” margins at the top, bottom and both sides.
- Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and captions, as well as all text in charts, tables, figures, and graphs.
- Use a font that is either 12-point or larger or no smaller than 10 pitch (characters per inch).
- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. An application submitted in any other font (including Times Roman or Arial Narrow) will not be accepted.
- For charts, tables, and graphs, also use a font that is either 12-point or larger or no smaller than 10 pitch.

Reviewers will not read any pages of applications that exceed the page limit. Note that the 30-page limit only applies to Section IV of the application.

Part V: Signed Statement

A signed statement from the Chief State School Officer (or his/her authorized representative) of each SEA that is participating in the proposed consortium arrangement of his/her SEA’s commitment to implement its activities as described in the application.

Part VI: Response to Section 427 of GEPA Guidance

Include a description of how the application will comply with Section 427 of the Department’s General Education Provisions Act (GEPA) for each participating SEA– equitable access to and participation in federally assisted programs for students, teachers, and other program beneficiaries with special needs– unless the applicant has chosen to embed this description into the body of the application narrative. (For further information, see section “NOTICE TO ALL APPLICANTS.”)

Part VII: Assurances and Certifications

Each SEA applying under the proposed consortium must complete and submit each of the following forms and assurances:

- Assurances--Non-Construction Programs
- Certifications Regarding Lobbying; Debarment; Suspension, and other Responsibility Matters; and Drug-Free Workplace Requirements
- Certification Regarding Debarment; Suspension; Ineligibility; and Voluntary Exclusion- Lower Tier Covered Transactions
- Disclosure of Lobbying Activity

Be certain to include all assurances and certifications with the application, and sign each form in the appropriate place.

Note that the Secretary considers only information contained in the application in ranking applications for funding consideration. Letters of support sent separately from the formal application package are not considered in the review by the peer review panels.

Instructions for Transmitting Applications

If you want to apply for a grant and be considered for funding, you must meet the following deadline requirements:

DEADLINE DATE: May 7, 2008

Applications Sent by Mail

You must mail the original and two copies of the application on or before the deadline date.

Applications that are sent by **U. S. Postal Service** should be mailed to:

Alejandra Vélez-Paschke
U.S. Department of Education
OESE/Office of Migrant Education
400 Maryland Avenue, S.W., Room 3E249
Washington, D.C. 20202-6135

Applications that are delivered by **commercial carrier**, such as Federal Express, United Parcel Service, etc. should be mailed to:

U.S. Department of Education
ATTN: Alejandra Vélez-Paschke, OESE
7100 Old Landover Road
Landover, MD 20785-1506

You must show one of the following as proof of mailing:

- A legibly dated U. S. Postal Service Postmark.
- A legible mail receipt with the date of mailing stamped by the U. S. Postal Service.
- A dated shipping label, invoice, or receipt from a commercial carrier.
- Any other proof of mailing acceptable to the Secretary.

If you mail an application through the U.S. Postal Service, we do not accept either of the following as proof of mailing:

- (1) A private metered postmark.

(2) A mail receipt that is not dated by the U.S. Postal Services.

An applicant should note that the U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, an applicant should check with its local post office.

Applications Delivered by Hand

You or your courier must hand deliver the original and 2 copies of the application by 4:30 p.m. (Washington, DC time) on or before the deadline date. A person delivering an application must show identification to enter the building. Deliver to:

Alejandra Vélez-Paschke
U.S. Department of Education
OESE/Office of Migrant Education
400 Maryland Avenue, S.W., Room 3E249
Washington, D.C. 20202-6135

Contact Person

If you have any questions or need assistance on preparing this application, please contact Alejandra Vélez-Paschke at the address provided above, or at the following:

Alejandra Vélez-Paschke
Phone: (202) 260-2834
Fax: (202) 205-0089
Email: alejandra.velez@ed.gov

Legal and Regulatory Information

DEPARTMENT OF DEFENSE

Department of the Navy

Notice of Intent To Grant Partially Exclusive Patent License; Air Products and Chemicals, Inc.

AGENCY: Department of the Navy, DoD.
ACTION: Notice.

SUMMARY: The Department of the Navy hereby gives notice of its intent to grant to Air Products and Chemicals, Inc. a revocable, non-assignable, partially exclusive license in the U.S. to practice these Government-owned inventions in the field of use of elastomeric armor for structural or vehicle protection, as described in: U.S. Patent No. 7,300,893, entitled "Armor Including a Strain Rate Hardening Elastomer," issued November 27, 2007, PCT International Case No. PCT/US2005/013934.

DATES: Anyone wishing to object to the grant of this license has fifteen (15) days from the date of this notice to file written objections along with supporting evidence, if any.

ADDRESSES: Written objections are to be filed with Carderock Division, Naval Surface Warfare Center, Code 004, 9500 MacArthur Boulevard, West Bethesda, MD 20817-5700.

FOR FURTHER INFORMATION CONTACT: Dr. Joseph Teter Ph.D., Director, Technology Transfer Office, Carderock Division, Naval Surface Warfare Center, Code 012, 9500 MacArthur Boulevard, West Bethesda, MD 20817-5700, telephone: 301-227-4299.

(Authority: 35 U.S.C. 207, 37 CFR part 404)

Dated: March 5, 2008.

T.M. Cruz,

Lieutenant, Office of the Judge Advocate General, U.S. Navy, Federal Register Liaison Officer.

[FR Doc. E8-4860 Filed 3-11-08; 8:45 am]

BILLING CODE 5010-JF-P

DEPARTMENT OF DEFENSE

Department of the Navy

Notice of Intent To Grant Partially Exclusive Patent License; PyroGenesis Canada, Inc.

AGENCY: Department of the Navy, DoD.
ACTION: Notice.

SUMMARY: The Department of the Navy hereby gives notice of its intent to grant to PyroGenesis Canada, Inc. a revocable, non-assignable, partially exclusive license in the U.S. to practice these Government-owned inventions in the field of use defined by the North

American Industry Classification System 2007 (NAICS) code number 5622, entitled Waste Treatment and Disposal, as described in: U.S. Patent No. 5,960,026, entitled "Organic Waste Disposal System," issued September 28, 1999, Patent Application 08/925,994.

DATES: Anyone wishing to object to the grant of this license has fifteen (15) days from the date of this notice to file written objections along with supporting evidence, if any.

ADDRESSES: Written objections are to be filed with Carderock Division, Naval Surface Warfare Center, Code 004, 9500 MacArthur Boulevard, West Bethesda, MD 20817-5700.

FOR FURTHER INFORMATION CONTACT: Dr. Joseph Teter Ph.D., Director, Technology Transfer Office, Carderock Division, Naval Surface Warfare Center, Code 012, 9500 MacArthur Boulevard, West Bethesda, MD 20817-5700, telephone: 301-227-4299.

(Authority: 35 U.S.C. 207, 37 CFR part 404)

Dated: March 5, 2008.

T.M. Cruz,

Lieutenant, Office of the Judge Advocate General, U.S. Navy, Federal Register Liaison Officer.

[FR Doc. E8-4860 Filed 3-11-08; 8:45 am]

BILLING CODE 5010-JF-P

DEPARTMENT OF EDUCATION

Office of Elementary and Secondary Education; Overview Information; Migrant Education Program (MEP) Consortium Incentive Grants Program; Notice Inviting Applications for New Awards for Fiscal Year (FY) 2008

Catalog of Federal Domestic Assistance (CFDA) Number: 84.144F.

DATES: Applications Available: March 12, 2008.

Deadline for Transmittal of Applications: May 7, 2008.

Deadline for Intergovernmental Review: July 7, 2008.

Full Text of Announcement

I. Funding Opportunity Description

Purpose of Program: The purpose of the MEP Consortium Incentive Grants program is to provide incentive grants to State educational agencies (SEAs) that participate in high-quality consortium arrangements with another SEA or other appropriate entity to improve the delivery of services to migrant children whose education is interrupted. Through this program, the Department provides financial incentives to SEAs to participate in high-quality consortium arrangements that improve the intrastate

and interstate coordination of migrant education programs by addressing key needs of migratory children who have their education interrupted.

Priorities: These priorities are from the notice of final requirements for this program, published in the Federal Register on March 3, 2004 (69 FR 10110) and from the notice of final priority published elsewhere in this issue of the Federal Register.

Absolute Priorities: For FY 2008, these priorities are absolute priorities. Under 34 CFR 75.105(c)(3) we consider only applications that meet one or more of these priorities. In order for SEAs to be considered for incentive grants, an application from a proposed consortium in which an SEA participates must address one or more of the following absolute priorities:

1. Services designed to improve the proper and timely identification and recruitment of eligible migratory children whose education is interrupted;

2. Services designed (based on a review of scientifically based research) to improve the school readiness of preschool-aged migratory children whose education is interrupted;

3. Services designed (based on a review of scientifically based research) to improve the reading proficiency of migratory children whose education is interrupted;

4. Services designed (based on a review of scientifically based research) to improve the mathematics proficiency of migratory children whose education is interrupted;

5. Services designed (based on a review of scientifically based research) to decrease the dropout rate of migratory students whose education is interrupted and improve their high school completion rate;

6. Services designed (based on a review of scientifically based research) to strengthen the involvement of migratory parents in the education of migratory students whose education is interrupted;

7. Services designed (based on a review of scientifically based research) to expand access to innovative educational technologies intended to increase the academic achievement of migratory students whose education is interrupted; and

8. Services designed (based on a review of scientifically based research) to improve the educational attainment of out-of-school migratory youth whose education is interrupted.

Program Authority: 20 U.S.C. 6398(d).

Applicable Regulations: (a) The Education Department General

Administrative Regulations (EDGAR) in 34 CFR parts 75 (except 75.232), 76, 77, 79, 80 (except 80.40(b)), 82, 84, 85, 97, 98, and 99; (b) The notice of final requirements, published in the Federal Register on March 3, 2004 (69 FR 10110); and (c) The notice of final priority published elsewhere in this issue of the Federal Register.

II. Award Information

Type of Award: Formula grants.

Estimated Available Funds:

\$3,000,000.

Estimated Range of Awards: \$85,000–\$175,000.

Estimated Average Size of Awards: \$130,435.

Maximum Award: By statute, the maximum amount that we may award under this program is \$250,000.

Estimated Number of Awards: 23.

Note: The Department is not bound by any estimates in this notice.

Project Period: Up to 24 months.

III. Eligibility Information

1. *Eligible Applicants:* State educational agencies (SEAs) receiving MEP Basic State Formula grants.

2. a. *Cost Sharing or Matching:* This program does not require cost sharing or matching.

b. *Supplement-Not-Supplant:* This program involves supplement-not-supplant funding requirements. Pursuant to the notice of final requirements published in the Federal Register on March 3, 2004 (69 FR 10110), the supplement-not-supplant provisions in sections 1120A(b) and 1304(c)(2) of the Elementary and Secondary Education Act of 1965, as amended, are applicable to this program.

IV. Application and Submission Information

1. *Address to Request Application Package:* Alejandra Vélez-Paschke, U.S. Department of Education, 400 Maryland Avenue, SW., Room 3E249, LBJ, Washington, DC 20202–6135. *Telephone:* (202) 260–2834 or by e-mail: alejandra.velez@ed.gov.

If you use a telecommunications device for the deaf (TDD), call the Federal Relay Service (FRS), toll free, at 1–800–877–8339.

Individuals with disabilities can obtain a copy of the application package in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) by contacting the program contact person listed in this section.

2. *Content and Form of Application Submission:* Requirements concerning the content of an application, together

with the forms you must submit, are in the application package for this program.

Page Limit: The application narrative (Part IV of the application) is where you, the applicant, describe the proposed consortium, including how the consortium's proposed project meets (1) the Application Requirements listed in the notice of final requirements published in the Federal Register on March 3, 2004 (69 FR 10110), (2) one or more of the absolute priorities, and (3) the selection criteria that reviewers use to evaluate your application. You must limit Part IV to no more than 30 double-spaced pages, using the following standards:

- A "page" is 8.5" × 11", on one side only, with 1" margins at the top, bottom, and both sides.

- Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and captions, as well as all text in charts, tables, figures, and graphs.

- Use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).

- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. An application submitted in any other font (including Times Roman or Arial Narrow) will not be accepted.

- For charts, tables, and graphs, use a font that is either 12 point or larger or no smaller than 10 pitch.

The page limit applies only to Part IV of the application. It does not apply to Parts I through III or Parts V through VII, or to any appendices, resumes, bibliography, or letters of support.

However, an applicant must include all of the application narrative in Part IV. Department reviewers will not read any pages of the Part IV narrative that exceed the page limit.

3. *Submission Date and Times:* *Applications Available:* March 12, 2008.

Deadline for Transmittal of Applications: May 7, 2008.

Applications for grants under this competition must be submitted in paper format by mail or by hand delivery. For information (including dates and times) about how to submit your application by mail or by hand delivery, please refer to section IV.6. *Other Submission Requirements* in this notice.

We do not consider an application that does not comply with the deadline requirements.

Individuals with disabilities who need an accommodation or auxiliary aid in connection with the application

process should contact the person listed under **FOR FURTHER INFORMATION CONTACT** in section VII in this notice. If the Department provides an accommodation or auxiliary aid to an individual with a disability in connection with the application process, the individual's application remains subject to all other requirements and limitations in this notice.

Deadline for Intergovernmental Review: July 7, 2008.

4. *Intergovernmental Review:* This program is subject to Executive Order 12372 and the regulations in 34 CFR part 79. Information about Intergovernmental Review of Federal Programs under Executive Order 12372 is in the application package for this program.

5. *Funding Restrictions:* We reference regulations outlining funding restrictions in the *Applicable Regulations* section in this notice.

6. *Other Submission Requirements:* Applications for grants under this competition must be submitted in paper format by mail or hand delivery.

a. *Submission of Paper Applications by Mail.*

If you submit your application by mail (through the U.S. Postal Service or a commercial carrier), you must mail the original and two copies of your application, on or before the application deadline date, to the Department at the applicable following address:

By mail through the U.S. Postal Service:

Alejandra Vélez-Paschke, Office of Migrant Education, U.S. Department of Education, 400 Maryland Avenue, SW., Room 3E249, Washington, DC 20202–6135 or

By mail through a commercial carrier: U.S. Department of Education, Attention: Alejandra Vélez-Paschke, OESE, 7100 Old Landover Road, Landover, MD 20785–1506.

Regardless of which address you use, you must show proof of mailing consisting of one of the following:

(1) A legibly dated U.S. Postal Service postmark.

(2) A legible mail receipt with the date of mailing stamped by the U.S. Postal Service.

(3) A dated shipping label, invoice, or receipt from a commercial carrier.

(4) Any other proof of mailing acceptable to the Secretary of the U.S. Department of Education.

If you mail your application through the U.S. Postal Service, we do not accept either of the following as proof of mailing:

(1) A private metered postmark.

(2) A mail receipt that is not dated by the U.S. Postal Service.

If your application is postmarked after the application deadline date, we will not consider your application.

Note: The U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, you should check with your local post office.

b. *Submission of Paper Applications by Hand Delivery.* If you submit your application by hand delivery, you (or a courier service) must deliver the original and two copies of your application by hand, on or before the application deadline date, to the Department at the following address: Alejandra Vélez-Paschke, Office of Migrant Education, U.S. Department of Education, 400 Maryland Avenue, SW., Room 3E249, Washington, DC 20202-6135.

Note: A person delivering an application must show identification to enter the U.S. Department of Education building.

V. Application Review Information

Selection Criteria: The selection criteria for this program are from 34 CFR 75.210 and are listed in the application package.

VI. Award Administration Information

1. *Award Notices:* If your application is successful, we notify your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN). We may notify you informally, also.

If your application is not evaluated or not selected for funding, we notify you.

2. *Administrative and National Policy Requirements:* We identify administrative and national policy requirements in the application package and reference these and other requirements in the *Applicable Regulations* section in this notice.

We reference the regulations outlining the terms and conditions of an award in the *Applicable Regulations* section in this notice and include these and other specific conditions in the GAN. The GAN also incorporates your approved application as part of your binding commitments under the grant.

3. *Reporting:* Grant recipients under this program must submit the annual and final performance and financial reports specified in the notice of final requirements for this program published in the Federal Register on March 3, 2004 (69 FR 10110).

4. *Performance Measures:* Consortium grantees are required to report on their project's effectiveness based on the project objectives, performance measures, and scheduled activities

outlined in the consortium's application.

In addition, all grantees are required, under 34 CFR 80.40(b), to report on the Government Performance and Results Act (GPRA) indicators as part of their Consolidated State Performance Report. The GPRA indicators established by the Department for the Migrant Education Program, of which the Consortium Incentive Grants are a component, are—

- a. the percentage of migrant students at the elementary school level who meet or exceed the proficient level on State assessments in reading;
- b. the percentage of migrant students at the middle school level who meet or exceed the proficient level on State assessments in reading;
- c. the percentage of migrant students at the elementary school level who meet or exceed the proficient level on State assessments in mathematics;
- d. the percentage of migrant students at the middle school level who meet or exceed the proficient level on State assessments in mathematics;
- e. the percentage of migrant students who drop out from secondary school (grades 7–12); and
- f. the percentage of migrant students who graduate from high school.

VII. Agency Contacts

FOR FURTHER INFORMATION CONTACT: Alejandra Vélez-Paschke, U.S. Department of Education, 400 Maryland Avenue, SW., room 3E249, LBJ, Washington, DC 20202-6135. Telephone: (202) 260-2834 or by e-mail: alejandra.velez@ed.gov.

If you use a telecommunications device for the deaf (TDD), call the Federal Relay Service (FRS) at 1-800-877-8339.

VIII. Other Information

Alternative Format: Individuals with disabilities can obtain this document and a copy of the application package in an alternative format (e.g., Braille, large print, audiotope, or computer diskette) on request to the program contact person listed under **FOR FURTHER INFORMATION CONTACT** in section VII in this notice.

Electronic Access to This Document: You can view this document, as well as all other documents of this Department published in the Federal Register, in text or Adobe Portable Document Format (PDF) on the Internet at the following site: <http://www.ed.gov/news/jedregister>.

To use PDF you must have Adobe Acrobat Reader, which is available for free at this site. If you have questions about using PDF, call the U.S. Government Printing Office (GPO), toll

free, at 1-888-293-6498; or in the Washington, DC, area at (202) 512-1530.

You may also view this document in text at the following site: <http://www.ed.gov/about/offices/list/oesef/ome/index.html>.

Note: The official version of this document is the document published in the Federal Register. Free Internet access to the official edition of the Federal Register and the Code of Federal Regulations is available on GPO Access at: <http://www.gpoaccess.gov/nara/index.html>.

Dated: March 7, 2008.

Kerri L. Briggs,

Assistant Secretary for Elementary and Secondary Education.

[FR Doc. E8-4961 Filed 3-11-08; 8:45 am]

BILLING CODE 4000-01-P

DEPARTMENT OF EDUCATION

Migrant Education Program Consortium Incentive Grant Program

AGENCY: Office of Elementary and Secondary Education, Department of Education.

ACTION: Notice of final priority.

SUMMARY: The Assistant Secretary for Elementary and Secondary Education announces the addition of an eighth absolute priority to the seven current absolute priorities for the Migrant Education Program (MEP) Consortium Incentive Grant (CIG) program established in the notice of final requirements published in the Federal Register on March 3, 2004 (69 FR 10110) (March 2004 notice). The Assistant Secretary may use this proposed absolute priority and the absolute priorities established in the March 2004 notice for competitions in fiscal year (FY) 2008 and later years. We take this action to give State educational agencies (SEAs) the option to propose consortium arrangements that address the educational attainment needs of out-of-school migratory youth whose education is interrupted.

DATES: *Effective Date:* This priority is effective April 11, 2008.

FOR FURTHER INFORMATION CONTACT: Alejandra Velez-Paschke, U.S. Department of Education, 400 Maryland Avenue, SW., room 3E249, LBJ, Washington, DC 20202-6135. Telephone: (202) 260-2834 or via Internet: alejandra.velez@ed.gov.

If you use a telecommunications device for the deaf (TDD), you may call the Federal Relay Service (FRS) at 1-800-877-8339.

Individuals with disabilities can obtain this document in an alternative

format (e.g., Braille, large print, audiotape, or computer diskette) on request to the contact person listed under **FOR FURTHER INFORMATION CONTACT**.

SUPPLEMENTARY INFORMATION:

Background: The MEP CIG program is authorized under section 1308(d) of the Elementary and Secondary Education Act of 1965, as amended by the No Child Left Behind Act of 2001 (ESEA). The CIG program provides, on a competitive basis, incentive grants to the SEAs receiving MEP Basic Formula Grant awards that participate in high-quality consortium arrangements with another State or appropriate entity. The purpose of these grants is to improve the delivery of services to migratory children whose education is interrupted.

In the March 2004 notice, the Department established seven absolute priorities for the CIG that promote key national objectives. SEAs that have sought funding under the CIG have had to propose a consortium that addressed one or more of these absolute priorities. These seven absolute priorities are—

(1) Services designed to improve the proper and timely identification and recruitment of eligible migratory children whose education is interrupted;

(2) Services designed (based on a review of scientifically based research) to improve the school readiness of pre-school-aged migratory children whose education is interrupted;

(3) Services designed (based on a review of scientifically based research) to improve the reading proficiency of migratory children whose education is interrupted;

(4) Services designed (based on a review of scientifically based research) to improve the mathematics proficiency of migratory children whose education is interrupted;

(5) Services designed (based on a review of scientifically based research) to decrease the dropout rate of migratory students whose education is interrupted and improve their high school completion rate;

(6) Services designed (based on a review of scientifically based research) to strengthen the involvement of migratory parents in the education of migratory students whose education is interrupted; and

(7) Services designed (based on a review of scientifically based research) to expand access to innovative educational technologies intended to increase the academic achievement of migratory students whose education is interrupted.

We published a notice of proposed priority for this program in the *Federal Register* on November 20, 2007 (72 FR 65316). The notice of proposed priority included a discussion of the significant issues surrounding the educational attainment of out-of-school migratory youth. The notice of proposed priority, along with the notice of final requirements published in the *Federal Register* on March 3, 2004 (69 FR 10110), would have allowed SEAs, based on the needs of migratory children in their respective consortium States, to seek CIG program funding for consortium activities that addressed any one or more of the eight absolute priorities.

There are no differences between the notice of proposed priority and this notice of final priority.

Analysis of Comments and Changes

In response to our invitation in the notice of proposed priority, two parties submitted comments on the proposed priority. An analysis of the comments and of any changes in the priority since publication of the notice of proposed priority follows.

Generally, we do not address technical and other minor changes—and suggested changes the law does not authorize us to make under the applicable statutory authority. We also do not address comments pertaining to issues that were not within the scope of the notice of proposed priority.

Comment: One commenter expressed concern that the inclusion of this absolute priority would result in taxpayer dollars being used to provide services to individuals who do not have the necessary legal documentation to reside or work in the United States.

Discussion: The Secretary appreciates the commenter's concern. However, documentation of legal status is not a requirement of the MEP, the CIG Program, or any other Federal elementary or secondary education program. In order to be eligible, and therefore to receive services, under Title I, Part C of the ESEA (under which the MEP CIG Program is authorized), a child or youth must only meet the definition of "migratory child" as outlined in the statute; proof of legal residency or legal work status is not required.

Changes: None.

Comments: Another commenter expressed general agreement with the need to serve out-of-school migratory youth, but asserted that the public school system is not the appropriate entity for administering CIG Program services for this population. The commenter maintained that it would be too difficult for the public school system

to serve those migratory children both enrolled and not enrolled in school. The commenter suggested junior colleges or private entities as more adequate administrators of the program.

Discussion: The Secretary does not agree that public school systems should be prohibited from operating CIG Program services under the eighth priority. SEAs, not local school districts, administer both the MEP and the CIG Program. Accordingly, SEAs have the statutory authority to operate these CIG Programs directly or through local operating agencies, which may include school districts, institutions of higher education, or any other public or nonprofit private agency with which the SEA makes an arrangement. The Secretary does not want to limit, in this eighth absolute priority, the authority of SEAs to select those entities they want to operate CIG Program services designed to improve the educational attainment of out-of-school migratory youth. Rather, the Secretary believes that SEAs will be able to choose the entities that they believe will be most effective in providing these CIG Program services. Thus, we decline to make the change recommended by the commenter.

Changes: None.

Note: This notice does not solicit applications. In any year in which we choose to use this or any of the other seven absolute priorities, we invite applications through a notice in the *Federal Register*. Under an absolute priority we consider only applications that meet the priority (34 CFR 75.105(c)(3)).

Priority: Services designed (based on a review of scientifically based research) to improve the educational attainment of out-of-school migratory youth whose education is interrupted.

Executive Order 12866

This notice of final priority has been reviewed in accordance with Executive Order 12866. Under the terms of the order, we have assessed the potential costs and benefits of this regulatory action.

The potential costs associated with the notice of final priority are those resulting from statutory requirements and those we have determined as necessary for administering this program effectively and efficiently.

In assessing the potential costs and benefits—both quantitative and qualitative—of this notice of final priority, we have determined that the benefits of the final priority justify the costs.

We have also determined that this regulatory action does not unduly interfere with State, local, and tribal

governments in the exercise of their governmental functions.

We fully discussed the costs and benefits in the notice of proposed priority.

Intergovernmental Review

This program is subject to Executive Order 12372 and the regulations in 34 CFR part 79. One of the objectives of the Executive order is to foster an intergovernmental partnership and a strengthened federalism. The Executive order relies on processes developed by State and local governments for coordination and review of proposed Federal financial assistance.

This document provides early notification of our specific plans and actions for this program.

Electronic Access to This Document

You may view this document, as well as all other Department of Education documents published in the Federal Register in text or Adobe Portable Document Format (PDF) on the Internet at the following site: <http://www.ed.gov/news/fedregister>.

To use PDF you must have Adobe Acrobat Reader, which is available free at this site. If you have questions about using PDF, call the U.S. Government Printing Office (GPO), toll free, at 1-888-293-6498; or in the Washington, DC, area at (202) 512-1530.

Note: The official version of this document is the document published in the Federal Register. Free Internet access to the official edition of the Federal Register and the Code of Federal Regulations is available on GPO Access at: <http://www.access.gpo.gov/nara/index.html>.

(Catalog of Federal Domestic Assistance Number 84.144 Migrant Education Coordination Program)

Program Authority: 20 U.S.C. 6398(d).

Dated: March 7, 2008.

Kerri L. Briggs,

Assistant Secretary for Elementary and Secondary Education.

[FR Doc. E8-4960 Filed 3-11-08; 8:45 am]

BILLING CODE 4000-01-P

ELECTION ASSISTANCE COMMISSION

Sunshine Act Notice

AGENCY: United States Election Assistance Commission.

ACTION: Notice of public meeting.

DATE & TIME: Thursday, March 20, 2008, 8:30 a.m.–2 p.m. (MST).

PLACE: Hyatt Regency Denver, 650 15th Street, Denver, Colorado 80202, (303) 436-1234.

AGENDA: The Commission will hear updates on the following topics: Election Management Guidelines Update; Election Data Survey Update. The Commission will receive a briefing on audits and state plans from the National Association of State Election Directors (NASED); The Commission will consider accepting the following items: Voter Hotline Study; UOCAVA Voters' Study (Uniformed and Overseas Citizens Absentee Voting Act). The Commission will consider and vote on the following items: consideration and vote on changes to the state specific instructions on the national voter registration form; consideration and vote on proposed policy clarification on the allowable uses of HAVA funds. The Commission will consider other administrative matters.

This meeting will be open to the public.

PERSON TO CONTACT FOR INFORMATION: Bryan Whitener, Telephone: (202) 566-3100.

* * * * *

Thomas R. Wilkey,

Executive Director, U.S. Election Assistance Commission.

[FR Doc. 08-1024 Filed 3-10-08; 3:41 pm]

BILLING CODE 6820-KF-M

DEPARTMENT OF ENERGY

State Energy Advisory Board

AGENCY: Office of Energy Efficiency and Renewable Energy, Department of Energy.

ACTION: Notice of open meeting.

SUMMARY: This notice announces a meeting of the State Energy Advisory Board (STEAB). The Federal Advisory Committee Act (Pub. L. 92-463; 86 Stat. 770) requires that public notice of these meetings be announced in the Federal Register.

DATES: April 8, 2008 (Open Meeting—morning only) 8:30–Noon. April 9, 2008 (Open Meeting) 8:30 a.m.–5 p.m. April 10, 2008 (Open Meeting) 8:30 a.m.–Noon.

ADDRESSES: Hotel Albuquerque at Old Town, 800 Rio Grande Boulevard, NW., Albuquerque, NM 87104.

FOR FURTHER INFORMATION CONTACT: Gary Burch, STEAB Designated Federal Officer, Assistant Manager, Office of Intergovernmental Projects & Outreach, Golden Field Office, Energy Efficiency and Renewable Energy (EERE), U.S. Department of Energy, 1617 Cole Boulevard, Golden, CO 80401, Telephone 303/275-4801.

SUPPLEMENTARY INFORMATION: Purpose of the Board: To make recommendations to the Assistant Secretary for the Office of Energy Efficiency and Renewable Energy regarding goals and objectives, programmatic and administrative policies, and to otherwise carry out the Board's responsibilities as designated in the State Energy Efficiency Programs Improvement Act of 1990 (Pub. L. 101-440).

Tentative Agenda: Briefings on, and discussions of:

—EERE Energy Efficiency and Policy.

○ Presentations Provided by the Sandia National Laboratory on Their

Respective Energy Efficiency and Renewable Energy Programs—Tour of the Sandia National Laboratory.

—Board Discussions/Responses to Laboratory Presentations.

—STEAB Effectiveness/Formal Discussions Regarding Current STEAB Products and the Potential Development of New

Recommendations and Resolutions.

—STEAB Effectiveness/Planning for Future STEAB Meetings and Events, and New Membership Status.

Public Participation: The meeting is

open to the public. Written statements

may be filed with the Board either

before or after the meeting. Members of

the public who wish to make oral

statements pertaining to agenda items

should contact Gary Burch at the

address or telephone number listed

above. Requests to make oral

presentations must be received five days

prior to the meeting; reasonable

provision will be made to include the

statements in the agenda. The Chair of

the Board is empowered to conduct the

meeting in a fashion that will facilitate

the orderly conduct of business.

Minutes: The minutes of the meeting

will be available for public review and

copying within 60 days on the STEAB

Web site, <http://www.steab.org>.

Issued at Washington, DC, on March 7,

2008.

Rachel Samuel,

Deputy Committee Management Officer.

[FR Doc. E8-4886 Filed 3-11-08; 8:45 am]

BILLING CODE 6450-01-P

DEPARTMENT OF ENERGY

State Energy Advisory Board

AGENCY: Office of Energy Efficiency and Renewable Energy, Department of Energy.

ACTION: Notice of Open Teleconference.

SUMMARY: This notice announces a teleconference of the State Energy Advisory Board (STEAB). The Federal

DEPARTMENT OF EDUCATION

RIN 1810-ZA08

Migrant Education Program
Consortium Incentive Grant Program

AGENCY: Office of Elementary and Secondary Education, Department of Education.

ACTION: Notice of final requirements.

SUMMARY: The Assistant Secretary for Elementary and Secondary Education announces final requirements under the Migrant Education Program Consortium Incentive Grant Program. The Assistant Secretary establishes these requirements for competitions in fiscal year (FY) 2004 and later years. The Department intends that these requirements will promote the participation of State educational agencies in high-quality consortia.

EFFECTIVE DATE: These requirements are effective April 2, 2004.

FOR FURTHER INFORMATION CONTACT: Elsa Chagolla, U.S. Department of Education, 400 Maryland Avenue, SW., room 3E257, FOB-6, Washington, DC 20202-6135. Telephone: (202) 260-2823, or via Internet: elsa.chagolla@ed.gov.

If you use a telecommunications device for the deaf (TDD), you may call the Federal Information Relay Service (FIRS) at 1-800-877-8339.

Individuals with disabilities may obtain this document in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) on request to the contact person listed under **FOR FURTHER INFORMATION CONTACT**.

SUPPLEMENTARY INFORMATION:**Background**

The Migrant Education Program (MEP), authorized by Title I, Part C of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the No Child Left Behind Act of 2001, is a State-operated and State-administered formula grant program. The MEP provides assistance to State educational agencies (SEAs) to support high-quality and comprehensive educational programs that provide migratory children appropriate educational and supportive services to address their special needs in a coordinated and efficient manner, and to give migratory children the opportunity to meet the same challenging State academic content and student academic achievement standards that all children are expected to meet.

Section 1308(d) of the ESEA authorizes the Secretary to "reserve not more than \$3,000,000 to award grants of

not more than \$250,000 on a competitive basis to State educational agencies that propose a consortium arrangement with another State or other appropriate entity that the Secretary determines, pursuant to criteria that the Secretary shall establish, will improve the delivery of services to migratory children whose education is interrupted." Through this program, the Department provides financial incentives to SEAs to participate in high-quality consortia that improve the interstate or intrastate coordination of migrant education programs by addressing key needs of migratory children who have their education interrupted.

We published a notice of proposed requirements for this program in the Federal Register on Friday, July 11, 2003 (68 FR 41323) that discussed, and invited public comment on, proposed procedures to award consortium incentive grants in FY 2003 and subsequent years.

Analysis of Comments and Changes

In response to our invitation in the notice of proposed requirements, four parties submitted a total of eight comments on the proposed requirements. An analysis of the comments and of any changes in the requirements since the publication of the notice of proposed requirements is provided in an appendix at the end of this notice of final requirements.

This notice of final requirements contains six significant changes from the notice of proposed requirements. Specifically:

(1) The *Application Requirements* have been revised to require that, to be funded, an applicant must explain how the proposed consortium will improve interstate or intrastate coordination of migrant education programs.

(2) The definition of "other appropriate entity" has been revised to include specific examples of public or private entities with which an SEA may establish a consortium.

(3) The discussion regarding grantees' submission of a first-year performance report and a second-year final evaluation report has been revised to clarify that, in these reports, grantees must address their completion of activities and attainment of objectives described in the approved consortium application, rather than describe the uses of their incentive grant funds.

(4) The discussion regarding the applicability of parts 76 and 80 of the Education Department General Administrative Regulations (EDGAR) has been revised to clarify that, while an SEA that receives incentive grant funds

does not need to submit performance reports on its use of the incentive grant funds as otherwise required under § 76.720 and § 80.40(b), it must submit the financial reports regarding use of incentive grant funds required by § 76.720 and § 80.41 of EDGAR.

(5) The discussion regarding *Use of Consortium Incentive Grant Funds* has been revised to make the supplement-not-supplant provision of sections 1120A(b) and 1304(c)(2) of the ESEA apply to the use of the incentive grant funds.

(6) The discussion regarding *Amount and Duration of Incentive Grants* has been revised to explain more clearly the funding formula that the Department will use to calculate the amounts of the incentive grant awards.

With these changes, and for the reasons discussed in the notice of proposed requirements (68 FR 41323) and in the *Analysis of Comments and Changes* contained in the appendix to this notice, the Department establishes the following final definitions, requirements, criteria, and procedures to award and use consortium incentive grants in FY 2004 and subsequent years.

Definition for Eligibility To Participate in Consortium Incentive Grants

Section 1308(d) permits an SEA to enter into a consortium with another State or other appropriate entity. The Department defines the term "other appropriate entity" to mean any public or private agency or organization, such as a school district, a charter school, a nonprofit or for-profit organization, or an institution of higher education. However, under section 1308(d), only SEAs are eligible applicants to receive consortium incentive grants.

Application Requirements

An application for an incentive grant must be submitted by an SEA that will act as the "lead SEA" for the proposed consortium. To be eligible for award, this application must include—

1. The identity of the lead SEA for the consortium, and of each other SEA or entity participating in the consortium;
2. The goals and measurable outcomes of the consortium, and the activities that each participating SEA or entity in the consortium will conduct during each project year to improve the delivery of services to migratory children whose education is interrupted;
3. A concise and cogent explanation of the need for and value of the proposed consortium to each participating SEA, and of how the proposed consortium will improve interstate or intrastate coordination of migrant education programs;

4. A description of the process each participating SEA will use for evaluating its progress in achieving the measurable outcomes of the consortium; and

5. A signed statement from the Chief State School Officer (or his or her authorized representative) of each SEA that is participating in the proposed consortium of his or her SEA's commitment to implement its activities as described in the application.

Absolute Priorities

For competitions in FY 2004 and later years, the Department establishes the following seven absolute priorities that promote key national objectives of the MEP. In order for SEAs to be considered for incentive grants, a proposed consortium in which an SEA would participate must address one or more of the following absolute priorities:

1. Services designed to improve the proper and timely identification and recruitment of eligible migratory children whose education is interrupted;
2. Services designed (based on a review of scientifically based research) to improve the school readiness of pre-school-aged migratory children whose education is interrupted;
3. Services designed (based on a review of scientifically based research) to improve the reading proficiency of migratory children whose education is interrupted;
4. Services designed (based on a review of scientifically based research) to improve the mathematics proficiency of migratory children whose education is interrupted;
5. Services designed (based on a review of scientifically based research) to decrease the dropout rate of migratory students whose education is interrupted and improve their high school completion rate;
6. Services designed (based on a review of scientifically based research) to strengthen the involvement of migratory parents in the education of migratory students whose education is interrupted; and
7. Services designed (based on a review of scientifically based research) to expand access to innovative educational technologies intended to increase the academic achievement of migratory students whose education is interrupted.

Amount and Duration of Incentive Grants

An SEA that participates in a high-quality consortium, as the Department will select by use of the program's selection criteria, shall receive only one

incentive grant award regardless of the number of high-quality consortia in which it participates.

In determining the amount of incentive grant awards, the Department will not use a cost analysis as described in § 75.232 of EDGAR. Rather, the Department will determine the amounts of the incentive grant awards on the basis of the following two-tiered funding formula:

The first tier consists of those SEAs participating in high-quality consortia whose MEP Basic State Formula grant allocations are \$1 million or more. Each of these SEAs will, subject to the following exceptions, receive an incentive grant award of the same base amount.

The second tier consists of those SEAs participating in high-quality consortia whose MEP Basic State Formula grant allocations are \$1 million or less. Each of these SEAs will, subject to the following exceptions, receive an incentive grant award that is twice the base amount.

Within each tier, awards will be of equal size, except that the amount of any SEA's incentive grant award in either tier may not exceed \$250,000 (which is the statutory maximum) or the amount of its MEP Basic State Formula grant, whichever is less.

The base amount will be calculated by dividing the total amount reserved for incentive grants by the sum of the total number of SEAs participating in high-quality consortia whose MEP Basic State Formula grant allocations are greater than \$1 million and two times the total number of SEAs participating in high-quality consortia whose MEP Basic State Formula grant allocations are \$1 million or less.

It must be noted that, because an SEA cannot receive an incentive award that exceeds its MEP Basic State Formula grant allocation or \$250,000, whichever is less, it is possible that some SEAs with MEP Basic State Formula allocations of \$1 million or less will not receive an incentive grant amount that is actually twice the amount of the awards provided to SEAs whose MEP Basic State Formula allocations are greater than \$1 million.

For FY 2004, the Department plans to reserve \$2.5 million for consortium incentive awards. The amount reserved for awards in future years will vary and will be announced prior to any future competition. With a \$2.5 million reservation of funds, the range of annual awards to SEAs participating in consortia will be between \$35,738 (if all 52 SEAs receive grants under this competition) to \$250,000 (the statutory maximum). Assuming the number of

SEAs that receive consortium incentive grants for FY 2004 is the same as the number of SEAs that received them in FY 2002 (39), the size of an annual award will be \$45,997 for SEAs whose MEP allocations are greater than \$1 million, and \$91,995 for SEAs whose MEP allocations are \$1 million or less (and greater than \$91,995). The actual size of an SEA's award will depend on the number of SEAs that participate in high-quality consortia and the size of those SEAs' MEP formula grant allocations.

Consortium incentive grants will be awarded for up to two years. (The Department will not conduct a new incentive grant competition in FY 2005; rather, it will make second-year funding available to those SEAs that receive a FY 2004 incentive award.)

In this regard, pursuant to § 75.118 and § 75.590 of EDGAR, each SEA that receives a consortium incentive grant award must submit a performance report (through the consortium's lead State) toward the end of the first project year, and a final evaluation report at the end of the second year. These reports must address the SEA's completion of activities and attainment of objectives of the approved consortium, rather than the activities supported with incentive grant funds. Eligibility of each SEA for second-year awards will depend on the information provided in the first-year performance report regarding the SEA's substantial completion of first-year consortium activities and attainment of the outcomes identified in the approved consortium application.

Selection Criteria

The Department has established selection criteria from the general criteria for competitive grants contained in § 75.210 of EDGAR to evaluate applications for the incentive grants competition. The selection criteria may be found in the application package for the FY 2004 competition. The Department will review and rank applications on the basis of how well the information provided responds to these selection criteria. However, to be funded, an application must also address one or more of the absolute priorities, and the elements described in the *Application Requirements* section of this notice.

Use of Consortium Incentive Grant Funds

An SEA may use incentive grant funds to implement the consortium or to carry out any other activities authorized under the MEP. Because the incentive grants may be used for any activities authorized under the MEP, the

supplement-not-supplant provision of section 1120A(b) and section 1304(c)(2) of the ESEA applies to the use of the incentive grant funds. Moreover, because the MEP is a formula grant program, the use and reporting of the incentive grant funds are governed by the provisions of parts 76 and 80 of EDGAR, which concern State-administered formula grant programs, rather than the provisions of part 75 of EDGAR, which concern discretionary grant programs. In this regard, an SEA receiving an incentive grant must submit the financial reports required under § 76.720 (and § 80.41) of EDGAR. However, under these requirements, an SEA does not need to submit the performance reports on the use of the incentive grant funds otherwise required under § 76.720 and § 80.40(b). Instead, information on the effects of the incentive grant funds will be gathered through the performance reporting to be required by the Department for the MEP Basic State Formula grant.

Paperwork Reduction Act of 1995

The Paperwork Reduction Act of 1995 does not require you to respond to collection of information unless it displays a valid OMB control number. We display the valid OMB control number assigned to the collection of information in this final notice at the end of this notice.

Intergovernmental Review

This program is subject to Executive Order 12372 and the regulations in 34 CFR part 79. One of the objectives of the Executive order is to foster an intergovernmental partnership and a strengthened federalism. The Executive order relies on processes developed by State and local governments for coordination and review of proposed Federal financial assistance.

This document is intended to provide early notification of our specific plans and actions for this program.

Electronic Access to This Document

You may view this document, as well as all other Department of Education documents published in the Federal Register, in text or Adobe Portable Document Format (PDF) on the Internet at the following site: <http://www.ed.gov/news/fedregister>.

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www.ed.gov/about/offices/list/oes/ome/index.html.

Note: The official version of this document is the document published in the Federal Register. Free Internet access to the official edition of the Federal Register and the Code of Federal Regulations is available on GPO Access at: <http://www.gpoaccess.gov/nara/index.html>

(Approved by the Office of Management and Budget under control number 1810-0649)

(Catalog of Federal Domestic Assistance Number 84.144: (Migrant Education Coordination Program)

Dated: February 26, 2004.

Raymond Simon,

Assistant Secretary for Elementary and Secondary Education.

Appendix—Analysis of Comments and Changes

We group major issues according to subject. Generally, we do not address technical and other minor changes, and suggested changes the law does not authorize us to make under applicable statutory authority.

Eligibility for Consortium Incentive Grants

Comment: One commenter suggested that the notice include clarifying language that charter schools may also be an "other appropriate entity" with which an SEA may enter into a consortium. The commenter also suggested that the notice clarify that "migrant children whose education is interrupted" would include "all [such] public school students, including migrant students enrolled in charter schools."

Discussion: The Department agrees that prospective applicants would benefit from inclusion of examples of "other appropriate entities." However, we do not agree that the notice needs to further clarify the term "migrant children whose education is interrupted" since the term already clearly includes any such migrant children whether they are enrolled in public or private school or are out-of-school.

Changes: The definition of "other appropriate entity" has been revised to include examples, "such as a school district, a charter school, a nonprofit or for-profit organization, or an institution of higher education."

Application Requirements

Comment: One commenter asserted that the requirements of section 1308(a), which focus on interstate and intrastate coordination, apply to all provisions in section 1308. The commenter said that, as a result, the consortia and the incentive grants authorized under section 1308(d) must, as a matter of law, be designed to "improve the interstate and intrastate coordination among [State and local] agencies' migrant educational programs. * * *"

Discussion: The Department does not agree with the comment. Section 1308 is entitled "Coordination of Migrant Education Activities," and the provisions contained in this section all generally relate to coordination. The specific provision to

which the commenter refers is in a subparagraph of section 1308(a), which itself is entitled "Improvement of Coordination." Specifically, subparagraph 1308(a)(1), entitled "In General," authorizes the Department, among other things, to award grants or contracts to various specific agencies in order to improve interstate and intrastate coordination of those agencies' migrant education programs. Neither this subparagraph (a)(1) nor the duration-of-grants provision in subparagraph (a)(2) applies to the specific authorizations and provisions contained in sections 1308(b) through (e). However, while not legally required to do so, the Department has decided that to be considered high-quality consortia selected in this competition under section 1308(d), the proposed consortia must be designed to improve the interstate or intrastate coordination of migrant education programs.

Changes: We have revised the *Application Requirements* to require that, to be funded, an applicant must explain how the proposed consortium will improve interstate and intrastate coordination of migrant education programs.

Absolute Priorities

Comment: One commenter recommended that absolute priority 1 (regarding services to improve the identification and recruitment of migratory children whose education is interrupted) must be put in place before incentive grants are provided for the other absolute priorities. The commenter also urged the Department to develop a nationwide Internet-based data management system that is accessible to all school districts and compatible with standard operating systems. The commenter stated that a system of this kind would enable school districts to access critical information on migrant children, thereby increasing the efficiency and effectiveness of the MEP and its services.

Discussion: The Department agrees that absolute priority 1 is a critical first component of any migrant education program. However, for reasons discussed in the notice of proposed requirements, absolute priorities 2 through 7 reflect areas of national significance for migrant students that warrant award of consortium incentive grants, and there is no reason to delay consortia's efforts to address these six areas while SEAs further their identification and recruitment of migrant students.

In addition, the Department agrees with the commenter that a system that facilitates the timely access to and transfer of student records can be an effective means of reducing the effects of educational disruption on migrant students. Pursuant to section 1308(b)(2), the Department is currently in the process of developing and implementing a migrant student records system for the purpose of electronically exchanging health and educational information regarding migrant children among States. Because this is a separate national initiative, the Department is not addressing it through this grant program.

Changes: None.

Comment: One commenter, believing that migrant education programs do not provide

for the dental and vision needs of migrant children, recommended that dental and vision needs be addressed as an additional priority. The commenter also recommended recognition and support of programs addressing cultural self-identification and self-esteem for migrant children.

Discussion: Dental and vision screenings, as well as activities that promote self-esteem of migrant students, are allowable services under the MEP Basic State Formula grant program to the extent that such services address needs that result from the migratory lifestyle and are educationally-related (*i.e.*, are needed to permit migrant children to function effectively in school). However, while these issues are important for migrant children, the Department does not believe that they reflect the same high level of national significance as do the seven absolute priorities established for the incentive grant competition.

Changes: None.

Reporting Requirements

Comment: One commenter asked whether a grantee must submit a final summary evaluation report at the end of the second year, or whether instead it could submit a developmental evaluation for the second year, continue its work on consortium activities (with the use of other funds) for a third year, and then submit a final summary evaluation report at the end of third year. The commenter noted that the second option would allow a longer window of time to achieve the measurable goals of the consortium.

Discussion: The Department is soliciting applications for consortia that will complete described activities in no more than two years. These applications must include objectives and measurable outcomes to be completed within the maximum two-year performance period. Participating SEAs or other entities in a consortium may continue to support and evaluate the effectiveness of consortium activities that they choose to carry out after the second year. However, participating SEAs must still provide a final report, under § 75.590 of EDGAR, that addresses their success in completing the activities and achieving the objectives and outcomes that were established in their approved consortium applications for completion within the maximum two-year performance period.

Changes: None.

Comment: None.

Discussion: In reviewing the notice, the Department noted a need to clarify the grantee reporting requirements.

Changes: The reporting requirements have been revised to clarify that:

(1) The first-year performance report and the final second-year evaluation report required under § 75.118 and § 75.590 of EDGAR concern the completion of activities of the approved consortium, rather than the use of the awarded incentive grant funds, and

(2) SEAs do not need to submit a performance report on the use of the incentive grant funds. Instead, because an SEA may use incentive grant funds for any activity authorized under the MEP, the effectiveness of the incentive grants will be

measured through those performance reports required by the Department for the MEP Basic State Formula grant. However, an SEA receiving an incentive grant must submit the financial reports relating to incentive grant funds required under § 76.720 and § 80.41 of EDGAR.

Use of Consortium Incentive Grant Funds

Comment: None.

Discussion: In reviewing the notice, the Department noted that, because the incentive grants may be used for any activities authorized under the MEP, the supplement-not-supplant provision found in sections 1120A(b) and 1304(c)(2) of the ESEA should be made applicable to the consortium incentive grants.

Changes: The final requirements clarify that the supplement-not-supplant provision of sections 1120A(b) and 1304(c)(2) apply to the use of these incentive grant funds.

Amount and Duration of Incentive Grants

Comment: None.

Discussion: In reviewing the notice, the Department noted the need to explain more clearly the funding formula that it will use to calculate the incentive grant award amounts.

Changes: We have revised the final requirements to clarify the language explaining the funding formula.

[FR Doc. 04-4719 Filed 3-2-04; 8:45 am]

BILLING CODE 4000-01-P

DEPARTMENT OF EDUCATION

Office of Elementary and Secondary Education, Overview Information, Migrant Education Program (MEP) Consortium Incentive Grants Program; Notice Inviting Applications for New Awards for Fiscal Year (FY) 2004

Catalog of Federal Domestic Assistance (CFDA) Number: 84.144.

DATES: Applications Available: March 3, 2004.

Deadline for Transmittal of Applications: May 28, 2004.

Deadline for Intergovernmental Review: May 3, 2004.

Eligible Applicants: State educational agencies (SEAs) receiving MEP Basic State Formula grants.

Estimated Available Funds: \$2,500,000.

Estimated Range of Awards: \$45,997–\$91,995.

Estimated Average Size of Awards: \$64,102.

Maximum Award: By statute, the maximum amount that we may award under this program is \$250,000.

Estimated Number of Awards: 39.

Note: The Department is not bound by any estimates in this notice.

Project Period: Up to 24 months.

Full Text of Announcement

I. Funding Opportunity Description

Purpose of Program: The purpose of the MEP Consortium Incentive Grants program is to provide incentive grants to State educational agencies (SEAs) that participate in high-quality consortia with another SEA or other appropriate entity to improve the delivery of services to migrant children whose education is interrupted. Through this program, the Department provides financial incentives to SEAs to participate in high-quality consortia that improve the intrastate and interstate coordination of migrant education programs by addressing key needs of migratory children who have their education interrupted.

Priorities: The priorities for this competition are from the notice of final requirements for this program, published elsewhere in this issue of the Federal Register.

Absolute Priorities: For FY 2004, these priorities are absolute priorities. Under 34 CFR 75.105(c)(3) we consider only applications that meet one or more of these priorities.

Program Authority: 20 U.S.C. 6398(d).

Applicable Regulations: (a) The Education Department General Regulations (EDGAR) in 34 CFR parts 75 (except 75.232), 76, 77, 79, 80 (except 80.40(b)), 82, 85 and 99; and (b) the notice of final requirements published elsewhere in this issue of the Federal Register.

II. Award Information

Type of Award: Formula grants.

Estimated Available Funds:

\$2,500,000.

Estimated Range of Awards: \$45,997–\$91,995.

Estimated Average Size of Awards: \$64,102.

Maximum Award: By statute, the maximum amount that we may award under this program is \$250,000.

Estimated Number of Awards: 39.

Note: The Department is not bound by any estimates in this notice.

Project Period: Up to 24 months.

III. Eligibility Information

1. **Eligible Applicants:** State educational agencies (SEAs) receiving MEP Basic State Formula grants.

2. **Cost Sharing or Matching:** This program does not involve cost sharing or matching but does involve supplement-not-supplant funding provisions. The notice of final requirements published elsewhere in this issue of the Federal Register makes applicable the supplement-not-supplant

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead- based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, Audits of States, Local Governments, and Non-Profit Organizations.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

CERTIFICATION REGARDING LOBBYING

Applicants must review the requirements for certification regarding lobbying included in the regulations cited below before completing this form. Applicants must sign this form to comply with the certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying." This certification is a material representation of fact upon which the Department of Education relies when it makes a grant or enters into a cooperative agreement.

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a Federal contract, grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts under grants and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certification.

NAME OF APPLICANT	PR/AWARD NUMBER AND / OR PROJECT NAME
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
SIGNATURE	DATE

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF APPLICANT	PR/AWARD NUMBER AND/OR PROJECT NAME
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
SIGNATURE	DATE

0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

<p>1. Type of Federal Action: a. contract _____ b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>2. Status of Federal Action: a. bid/offer/application _____ b. initial award c. post-award</p>	<p>3. Report Type: a. initial filing _____ b. material change</p> <p>For material change only: Year _____ quarter _____ Date of last report _____</p>	
<p>1. Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known:</p> <p>Congressional District, if known:</p>		<p>2. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known:</p>	
<p>3. Federal Department/Agency:</p>		<p>CFDA Number, if applicable: _____</p>	
<p>4. Federal Action Number, if known:</p>		<p>\$</p>	
<p>10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p>		<p>b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i></p>	
<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No.: _____ Date: _____</p>	
<p>Federal Use Only</p>		<p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p>	

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Application for Federal Assistance SF-424	
Version 02	
<p>*1. Type of Submission:</p> <p><input type="checkbox"/> Preapplication</p> <p><input type="checkbox"/> Application</p> <p><input type="checkbox"/> Changed/Corrected Application</p>	<p>*2. Type of Application * If Revision, select appropriate letter(s)</p> <p><input type="checkbox"/> New</p> <p><input type="checkbox"/> Continuation *Other (Specify) _____</p> <p><input type="checkbox"/> Revision</p>
<p>3. Date Received: _____ 4. Applicant Identifier: _____</p>	
5a. Federal Entity Identifier: _____	*5b. Federal Award Identifier: _____
State Use Only:	
6. Date Received by State: _____	7. State Application Identifier: _____
8. APPLICANT INFORMATION:	
*a. Legal Name: _____	
*b. Employer/Taxpayer Identification Number (EIN/TIN): _____	*c. Organizational DUNS: _____
d. Address:	
<p>*Street 1: _____</p> <p>Street 2: _____</p> <p>*City: _____</p> <p>County: _____</p> <p>*State: _____</p> <p>Province: _____</p> <p>*Country: _____</p> <p>*Zip / Postal Code: _____</p>	
e. Organizational Unit:	
Department Name: _____	Division Name: _____
f. Name and contact information of person to be contacted on matters involving this application:	
<p>Prefix: _____ *First Name: _____</p> <p>Middle Name: _____</p> <p>*Last Name: _____</p> <p>Suffix: _____</p>	
Title: _____	

Organizational Affiliation:	
*Telephone Number:	Fax Number:
*Email:	

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424	Version 02
*9. Type of Applicant 1: Select Applicant Type: Type of Applicant 2: Select Applicant Type: Type of Applicant 3: Select Applicant Type: *Other (Specify)	
*10 Name of Federal Agency:	
11. Catalog of Federal Domestic Assistance Number: _____ CFDA Title: _____	
*12 Funding Opportunity Number: _____ *Title: _____	
13. Competition Identification Number: _____ Title: _____	
14. Areas Affected by Project (Cities, Counties, States, etc.):	

***15. Descriptive Title of Applicant's Project:**

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant:		*b. Program/Project:
17. Proposed Project:		
*a. Start Date:		*b. End Date:
18. Estimated Funding (\$):		
*a. Federal	_____	
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	_____	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____		
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.		
<input type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)		
<input type="checkbox"/> ** I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		

Prefix: _____	*First Name: _____
Middle Name: _____	
*Last Name: _____	
Suffix: _____	
*Title: _____	
*Telephone Number: _____	Fax Number: _____
* Email: _____	
*Signature of Authorized Representative: _____	*Date Signed: _____

Authorized for Local Reproduction
(Revised 10/2005)

Standard Form 424

Circular A-102

Prescribed by OMB

Application for Federal Assistance SF-424
Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

Intergovernmental Review of Federal Programs

It is estimated that in 2008 the Federal Government will outlay \$449 billion in grants to State and local governments. [Executive Order 12372](#), "Intergovernmental Review of Federal Programs," was issued with the desire to foster the intergovernmental partnership and strengthen federalism by relying on State and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The Order allows each State to designate an entity to perform this function.

This program is subject to the requirements of Executive Order 12372 (Intergovernmental Review of Federal Programs) and the regulations in 34 CFR part 79.

Applicants must contact the appropriate State single point of contact to find out about, and to comply with, the State's process under Executive Order 12372. Applicants proposing to perform activities in more than one State should immediately contact the single point of contact for each of those States and follow the procedures established in each State under the Executive order.

In keeping with the Executive Order, the Office of Management and Budget has established and maintains a list of the States participating in the program. The list below provides the names, addresses, telephone and fax numbers of designated State single points of contact and can be electronically accessed at: <http://www.whitehouse.gov/omb/grants/spoc.html>

Any State process recommendation and other comments submitted by a State single point of contact and any comments from State, area-wide, regional, and local entities must be mailed or hand-delivered by the date indicated in this notice to the following address:

The Secretary
EO 12372
U.S. Department of Education
Room 7E200
400 Maryland Avenue SW
Washington, DC 20202

Proof of mailing will be determined on the same basis as applications (see 34 CFR § 75.102). Recommendations or comments may be hand-delivered until 4:30 p.m. (eastern time) on the closing date indicated in this notice.

Important note: The above address is not the same address as the one to which the applicant submits its completed applications. **Do not send applications to the above address.**

States that are not listed on the following pages have chosen not to participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to the Department as described in the Federal Register notice announcing the grant competition.

STATE SINGLE POINTS OF CONTACT (SPOCs)

It is estimated that in 2004 the Federal Government will outlay \$400 billion in grants to State and local governments. Executive Order 12372, "Intergovernmental Review of Federal Programs," was issued with the desire to foster the intergovernmental partnership and strengthen federalism by relying on State and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The Order allows each State to designate an entity to perform this function. Below is the official list of those entities. For those States that have a home page for their designated entity, a direct link has been provided on the official version: <http://www.whitehouse.gov/omb/grants/spoc.html>.

States that are not listed on this page have chosen not to participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within one of these States, you may still send application materials directly to a Federal awarding agency.

Contact information for Federal agencies that award grants can be found in [Appendix IV of the Catalog of Federal Domestic Assistance](#). [<http://www.cfda.gov/public/cat-app4-index.htm>]

<p>ARKANSAS Tracy L. Copeland Manager, State Clearinghouse Office of Intergovernmental Services Department of Finance and Administration 1515 W. 7th Street, Room 412 Little Rock, Arkansas 72203 Telephone: (501) 682-1074 FAX: (501) 682-5206 tracy.copeland@dfa.state.ar.us</p>	<p>CALIFORNIA Grants Coordination State Clearinghouse Office of Planning and Research P.O. Box 3044, Room 222 Sacramento, California 95812-3044 Telephone: (916) 445-0613 FAX: (916) 323-3018 State.clearinghouse@opr.ca.gov</p>
<p>DELAWARE Jennifer L. Carlson Associate Fiscal and Policy Analyst Office of Management and Budget Budget Development, Planning & Administration Haslet Armory, Third Floor 122 William Penn Street Dover, Delaware 19901 Telephone: (302) 739-4206 Fax: (302) 739-5661 jennifer.carlson@state.de.us</p>	<p>DISTRICT OF COLUMBIA Donna Bexley DC Government Office of Partnerships and Grants Development 441 4th Street, NW Washington, DC 20001 Telephone: (202) 727-6437 Fax: (202) 727-1652 Donna.bexley@dc.gov</p>
<p>FLORIDA Lauren P. Milligan Florida State Clearinghouse Florida Dept. of Environmental Protection 3900 Commonwealth Boulevard Mall Station 47</p>	<p>GEORGIA Barbara Jackson Georgia State Clearinghouse 270 Washington Street, SW, 8th Floor Atlanta, Georgia 30334 Telephone: (404) 656-3855 FAX: (404) 656-7901</p>

<p>Tallahassee, Florida 32399-3000 Telephone: (850) 245-2161 FAX: (850) 245-2190 Lauren.Milligan@dep.state.fl.us</p>	<p>gach@mail.opb.state.ga.us</p>
<p>ILLINOIS Roukaya McCaffrey Department of Commerce and Economic Opportunities 620 East Adams, 6th Floor Springfield, Illinois, 62701 Telephone: (217) 524-0188 FAX: (217) 558-0473 roukaya_mccaffrey@illinoisbiz.biz</p>	<p>IOWA Kathy Mabie Iowa Department of Management State Capitol Building Room G12 1007 E Grand Avenue Des Moines, Iowa 50319 Telephone: (515) 281-8834 Fax: (515) 242-5897 Kathy.Mabie@iowa.gov</p>
<p>KENTUCKY Lee Nalley The Governor's Office for Local Development 1024 Capital Center Drive, Suite 340 Frankfort, Kentucky 40601 Telephone: (502) 573-2382 Ext. 274 Fax: (502) 573-1519 Lee.Nalley@ky.gov</p>	<p>MAINE Joyce Benson State Planning Office 184 State Street 38 State House Station Augusta, Maine 04333 Telephone: (207) 287-3261 (direct): (207) 287-1461 FAX: (207) 287-6489 joyce.benson@state.me.us</p>
<p>MARYLAND Linda C. Janey, J.D. Director, Capital Planning and Development Review Maryland Department of Planning 301 West Preston Street, Room 1104 Baltimore, Maryland 21201-2305 Telephone: (410) 767-4490 FAX: (410) 767-4480 linda@mail.op.state.md.us</p>	<p>MICHIGAN William Parkus Southeast Michigan Council of Governments 535 Griswold, Suite 300 Detroit, Michigan 48226 Telephone: (313) 961-4266 Fax: (313) 961-4869 mailto:parkus@semcog.org</p>
<p>MISSISSIPPI Janet Riddell Clearinghouse Officer Department of Finance and Administration 1301 Woolfolk Building, Suite E 501 North West Street Jackson, Mississippi 39201 Telephone: (601) 359-6762 Fax: (601) 359-6758 JRiddell@dfa.state.ms.us</p>	<p>MISSOURI Sara VanderFeltz Federal Assistance Clearinghouse Office of Administration Commissioner's Office Capitol Building, Room 125 Jefferson City, Missouri 65102 Telephone: (573) 751-0337 Fax: (573) 751-1212 sara.vanderfeltz@oa.mo.gov</p>

<p>NEVADA Gosia Sylwesprzak Department of Administration Nevada State Clearinghouse Coordinator/SPOC 209 E. Musser Street, Room 200 Carson City, Nevada 89701 Telephone: (775) 684-0209 Fax: (775) 684-0260 clearinghouse@budget.state.nv.us</p>	<p>NEW HAMPSHIRE Amy Ignatius, Acting Director New Hampshire Office of Energy and Planning Attn: Intergovernmental Review Process Mark Toussiant 57 Regional Drive Concord, New Hampshire 03301 Telephone: (603) 271-2155 Fax: (603) 271-2615 amy.ignatius@nh.gov</p>
<p>NEW YORK Office of Public Security Homeland Security Grants Coordination 633 3rd Avenue New York, New York 10017 Telephone: (212-867-1289 Fax: (212) 867-1725</p>	<p>NORTH DAKOTA Jim Boyd ND Department of Commerce 1600 East Century Avenue, Suite 2 P.O. Box 2057 Bismarck, North Dakota 58502-2057 Telephone: (701) 328-2676 FAX: (701) 328-2308 jboyd@state.nd.us</p>
<p>RHODE ISLAND Joyce Karger Department of Administration One Capitol Hill Providence Rhode Island 02908-5870 Telephone: (401) 222-6181 FAX: (401) 222-2083 jkarger@doa.state.ri.us</p>	<p>SOUTH CAROLINA Jean Ricard Office of State Budget 1201 Main Street, Suite 870 Columbia, South Carolina 29201 Telephone: (803) 734-1314 Fax: (803) 734-0645 JRicard@budget.sc.gov</p>
<p>TEXAS Denise S. Francis Director, State Grants Team Governor's Office of Budget and Planning P.O. Box 12428 Austin, Texas 78711 Telephone: (512) 305-9415 FAX: (512) 936-2681 dfrancis@governor.state.tx.us</p>	<p>UTAH Tenielle Young Utah State Clearinghouse Governor's Office of Planning and Budget Utah State Capitol Complex Suite E210, PO Box 142210 Salt Lake City, Utah 84114-2210 Telephone: (801) 538-1570 Fax: (801) 538-1547 Tenielleyoung@utah.gov</p>
<p>WEST VIRGINIA Bobby Lewis Director, Community Development Division West Virginia Development Office Building #6, Room 553 Charleston, West Virginia 25305 Telephone: (304) 558-4010 Fax: (304) 558-3248 rlewis@wvdo.org</p>	<p>WISCONSIN Division of Intergovernmental Relations Wisconsin Department of Administration 101 East Wilson Street, 10th Floor P.O. Box 8944 Madison, Wisconsin 53708 Telephone: (608) 261-7533 Fax: (608) 267-6917 spoc@wisconsin.gov</p>
<p>AMERICAN SAMOA</p>	<p>GUAM</p>

<p>Pat M. Galea'i Federal Grants/Programs Coordinator Office of Federal Programs/Office of the Governor Department of Commerce American Samoa Government Pago Pago, American Samoa 96799 Telephone: (684) 633-5155 Fax: (684) 633-4195 pmgaleai@samoatelco.com</p>	<p>Roland C.P. Villaverde Administrator Guam State Clearinghouse Office of <i>I Segundo na Maga'lahren Guåhan</i> Office of the Governor P.O. Box 2950 Hågatña, Guam 96932 Telephone: (671) 475-9380 ext. 901 Fax: (671) 477-2007 administrator@guamclearinghouse.com</p>
<p>NORTH MARIANA ISLANDS Antonio S. Muna Special Assistant for Management Office of Management and Budget Office of the Governor Saipan, MP 96950 Telephone: (670) 664-2289 Fax: (670) 323-2272 e_macaranas@yahoo.com</p>	<p>PUERTO RICO Ing. David Rodríguez / Luz H. Olmeda Puerto Rico Planning Board Federal Proposals Review Office PO Box 41119 San Juan, Puerto Rico 00940-1119 Telephone: 787-723-6190 Fax: 787-722-6783 Olmeda_L@jp.gobierno.pr</p>
<p>VIRGIN ISLANDS Debra Gottlieb (Acting Director) Director, Office of Management and Budget #41 Norre Gade Emancipation Garden Station, Second Floor Saint Thomas, Virgin Islands 00802 Telephone: (340) 774-0750 Fax: (340) 776-0069 dbgottlieb@omb.gov.vi</p>	

Changes to this list can be made only after OMB is notified by a State's officially designated representative. E-mail messages can be sent to [Hai M. Tran@omb.eop.gov](mailto:Hai.M.Tran@omb.eop.gov). If you prefer, you may send correspondence to the following postal address:

Attn: Grants Management
Office of Management and Budget
New Executive Office Building, Suite 6025
725 17th Street, NW
Washington, DC 20503

Please note: Inquiries about obtaining a Federal grant should not be sent to the OMB e-mail or postal address shown above. The best source for this information is the Catalog of Federal Domestic Assistance or CFDA <http://www.cfda.gov> and the Grants.gov website (<http://www.grants.gov>).

Instructions for Meeting the General Education Provisions Act (GEPA) Section 427 Requirements

All applicants **must** include information in their applications to address this provision in order to receive funding under this program.

Section 427 **requires** each applicant to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its federally-assisted program for students, teachers, and other program beneficiaries with special needs.

This section allows applicants discretion in developing the required description. The statute highlights six barriers that can impede equitable access or participation that you may address: *gender, race, national origin, color, disability, or age*.

A general statement of an applicant's nondiscriminatory hiring policy is **not** sufficient to meet this requirement. Applicants must identify potential barriers and explain steps they will take to overcome these barriers.

OMB Control No. 1890-0007 (Exp. 11/30/2007)
NOTICE TO ALL APPLICANTS

The purpose of this enclosure is to inform you about a new provision in the Department of Education's General Education Provisions Act (GEPA) that applies to applicants for new grant awards under Department programs. This provision is Section 427 of GEPA, enacted as part of the Improving America's Schools Act of 1994 (Public Law (P.L.) 103-382).

To Whom Does This Provision Apply?

Section 427 of GEPA affects applicants for new grant awards under this program. **ALL APPLICANTS FOR NEW AWARDS MUST INCLUDE INFORMATION IN THEIR APPLICATIONS TO ADDRESS THIS NEW PROVISION IN ORDER TO RECEIVE FUNDING UNDER THIS PROGRAM.**

(If this program is a State-formula grant program, a State needs to provide this description only for projects or activities that it carries out with funds reserved for State-level uses. In addition, local school districts or other eligible applicants that apply to the State for funding need to provide this description in their applications to the State for funding. The State would be responsible for ensuring that the school district or other local entity has submitted a sufficient section 427 statement as described below.)

What Does This Provision Require?

Section 427 requires each applicant for funds (other than an individual person) to include in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs. This provision allows applicants discretion in developing the required description. The statute highlights six types of barriers that can impede equitable access or participation: gender, race, national origin, color, disability, or age. Based on local circumstances, you should determine whether these or other barriers may prevent your students, teachers, etc. from such access or participation in, the Federally-funded project or activity. The description in your application of steps to be taken to overcome these barriers need not be lengthy; you may provide a clear and succinct

description of how you plan to address those barriers that are applicable to your circumstances. In addition, the information may be provided in a single narrative, or, if appropriate, may be discussed in connection with related topics in the application.

Section 427 is not intended to duplicate the requirements of civil rights statutes, but rather to ensure that, in designing their projects, applicants for Federal funds address equity concerns that may affect the ability of certain potential beneficiaries to fully participate in the project and to achieve to high standards. Consistent with program requirements and its approved application, an applicant may use the Federal funds awarded to it to eliminate barriers it identifies.

What are Examples of How an Applicant Might Satisfy the Requirement of This Provision?

The following examples may help illustrate how an applicant may comply with Section 427.

- (1) An applicant that proposes to carry out an adult literacy project serving, among others, adults with limited English proficiency, might describe in its application how it intends to distribute a brochure about the proposed project to such potential participants in their native language.
- (2) An applicant that proposes to develop instructional materials for classroom use might describe how it will make the materials available on audio tape or in braille for students who are blind.
- (3) An applicant that proposes to carry out a model science program for secondary students and is concerned that girls may be less likely than boys to enroll in the course, might indicate how it intends to conduct "outreach" efforts to girls, to encourage their enrollment.

We recognize that many applicants may already be implementing effective steps to ensure equity of access and participation in their grant programs, and we appreciate your cooperation in responding to the requirements of this provision

Estimated Burden Statement for GEPA Requirements

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is **1890-0007**. The time required to complete this information collection is estimated to average 1.5 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. **If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to:** Director, Grants Policy and Oversight Staff, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-4250.



U. S. Department of Education
Grant Performance Report Cover Sheet (ED 524B)
Check only one box per Program Office instruction.
 Annual Performance Report Final Performance Report

OIG No. 1890-0004
 Exp. 10-31-2007

General Information

1. PR/ Number #: _____ 2. NCES ID#: _____
 (Block 5 of the Grant Award Notification - 11 Characters.) (See Instructions - Up to 12 Characters.)
3. Project Title: _____
 (Enter the same title as on the approved application.)
4. Grantee Name (Block 1 of the Grant Award Notification): _____
5. Grantee Address (See Instructions.) _____
6. Project Director Name: _____ Title: _____
 Ph #: () _____ - _____ Ext: () _____ Fax #: () _____ - _____
 Email Address: _____

Reporting Period Information (See Instructions.)

7. Reporting Period: From: ___/___/___ To: ___/___/___ (mm/dd/yyyy)

Budget Expenditures (To be completed by your Business Office. See instructions. Also see Section E.)

8. Budget Expenditures

	Federal Grant Funds	Non-Federal Funds (Match/Cost Share)
a. Previous Budget Period		
b. Current Budget Period		
c. Entire Project Period (For Final Performance Reports only)		

Indirect Cost Information (To be completed by your Business Office. See instructions.)

9. Indirect Costs

- a. Are you claiming indirect costs under this grant? ___ Yes ___ No
- b. If yes, do you have an Indirect Cost Rate Agreement approved by the Federal Government? ___ Yes ___ No
- c. If yes, provide the following information:
 Period Covered by the Indirect Cost Rate Agreement: From: ___/___/___ To: ___/___/___ (mm/dd/yyyy)
 Approving Federal agency: ___ ED ___ Other (Please specify): _____
 Type of Rate (For Final Performance Reports Only): ___ Provisional ___ Final ___ Other (Please specify) _____
- d. For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:
 ___ Is included in your approved Indirect Cost Rate Agreement?
 ___ Complies with 34 CFR 76.564(c)(2)?

Human Subjects (See Instructions.)

10. Annual Certification of Institutional Review Board (IRB) Approval? ___ Yes ___ No ___ N/A

Performance Measures Status and Certification (See Instructions.)

11. Performance Measures Status

- a. Are complete data on performance measures for the current budget period included in the Project Status Chart? ___ Yes ___ No
- b. If no, when will the data be available and submitted to the Department? ___/___/___ (mm/dd/yyyy)

12. To the best of my knowledge and belief, all data in this performance report are true and correct and the report fully discloses all known weaknesses concerning the accuracy, reliability, and completeness of the data.

 Name of Authorized Representative: Title: _____

 Signature: Date: ___/___/___



**U. S. Department of Education
Grant Performance Report (ED 524B)
Executive Summary**

CMB No. 1890-0004
Exp. 10-31-2007

PR/ Number # (11 characters) _____

(See Instructions)



**U.S. Department of Education
Grant Performance Report (ED 524B)
Project Status Chart**

OMB No. 1890-0004
OMB Approval

PR/Award # (11 characters): _____

SECTION A - Performance Objectives Information and Related Performance Measures Data (See Instructions. Use as many pages as necessary.)

1. Project Objective Check if this is a status update for the previous budget period.

1.a. Performance Measure	Measure Type	Quantitative Data					
		Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

1.b. Performance Measure	Measure Type	Quantitative Data					
		Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

Explanation of Progress (Include Qualitative Data and Data Collection Information)



**U.S. Department of Education
Grant Performance Report (ED 524B)
Project Status Chart**

OMB No. 1890-0004
OMB Approval

PR/Award # (11 characters): _____

SECTION A - Performance Objectives Information and Related Performance Measures Data (See Instructions. Use as many pages as necessary.)

2. Project Objective Check if this is a status update for the previous budget period.

2.a. Performance Measure	Measure Type	Quantitative Data					
		Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

2.b. Performance Measure	Measure Type	Quantitative Data					
		Target			Actual Performance Data		
		Raw Number	Ratio	%	Raw Number	Ratio	%
			/			/	

Explanation of Progress (Include Qualitative Data and Data Collection Information)



U.S. Department of Education
Grant Performance Report (ED 524B)
Project Status Chart

OMB No. 1890-0004
OMB Approved

PR/Award # (11 characters): _____

SECTION B - Budget Information (See Instructions. Use as many pages as necessary.)

SECTION C - Additional Information (See Instructions. Use as many pages as necessary.)

INSTRUCTIONS FOR GRANT PERFORMANCE REPORT (ED 524B)

PURPOSE

Recipients of multi-year discretionary grants must submit an annual performance report for each year funding has been approved in order to receive a continuation award. The annual performance report should demonstrate whether substantial progress has been made toward meeting the project objectives and the program performance measures. The information described in these instructions will provide the U.S. Department of Education (ED) with the information needed to determine whether recipients have demonstrated substantial progress. ED program offices may also require recipients of “forward funded” grants that are awarded funds for their entire multi-year project up-front in a single grant award to submit the Grant Performance Report (ED 524B) on an annual basis. In addition, ED program offices may also require recipients to use the ED 524B to submit their final performance reports. Performance reporting requirements are found in 34 CFR 74.51, 75.118, 75.253, 75.590 and 80.40 of the Education Department General Administrative Regulations (EDGAR).

GENERAL INSTRUCTIONS

- Please read the attached “Dear Colleague Letter” from your program office carefully. It contains specific instructions for completing the ED 524B for your program.
- You must submit the ED 524B Cover Sheet, Executive Summary, and Project Status Chart. You may reference sections and page numbers of your approved application rather than repeating information.
- Please follow the appropriate instructions depending on whether you are submitting an annual performance report or a final performance report.
- If you are submitting a paper copy of the ED 524B, please submit one original and one copy. ED program offices will notify grant recipients of the due date for submission of annual performance reports; however, general guidelines are provided below in the instructions for ED 524B Cover Sheet, item 7. Reporting Period. Final performance reports are due 90 days after the expiration of the grant’s project period (performance period).

Note: For the purposes of this report, the term “project period” is used interchangeably with the term “performance period,” which is found on the Grant Award Notification (GAN).

- Many programs provide grantees with the option of completing and submitting the ED 524B online through e-Reports. Please follow instructions from your program office regarding the use of e-Reports for submitting your ED 524B.
- For those programs that operate under statutes or regulations that require additional or different reporting for performance or monitoring purposes, ED program offices will inform you when this additional or different reporting should be made.

INSTRUCTIONS FOR THE ED 524B COVER SHEET

Complete the ED 524B Cover Sheet with the appropriate information. Instructions for items 1, 3, 4 and 6 are included on the ED 524B Cover Sheet. Instructions for items 2 and 5 and items 7 through 12 are included in this instruction sheet.

2. Grantee NCES ID Number

-- Annual and Final Performance Reports:

Please enter the current National Center for Education Statistics (NCES) ID number of the grantee. Grantees that are State Educational Agencies (SEA) should enter their state's FIPS (Federal Information Processing Standards) code in item 2. Item 2 only applies to grantees that are Institutions of Higher Education (IHE), SEAs, Local Educational Agencies (LEA), public libraries, and public, charter, and private elementary or secondary schools. Leave blank, if this item is not applicable.

Please go to the applicable website listed below to obtain the grantee's NCES ID number or FIPS code. Depending on your organization type, this number will range from 2 to 12 numeric digits.

- IHEs (IPEDS ID); Public Libraries (Library ID); and Public, Charter and Private Schools (NCES School ID): <http://nces.ed.gov/globallocator>
- LEAs (NCES District ID): <http://nces.ed.gov/ccd/districtsearch/>
- SEAs (FIPS code): To obtain your state's FIPS code, please search on any public school district in your state at: <http://nces.ed.gov/ccd/districtsearch/>. **The FIPS code is the first two digits of the NCES District ID number for any public school district in a state.**

Note: Newly established organizations that do not have an NCES ID number yet should leave item 2 blank. However, once the organization's NCES ID number has been established, it must be entered on all future submissions of the ED 524B.

5. Grantee Address

Instructions for Submitting Address Changes

-- Annual and Final Performance Reports:

If the address that is listed in Block 1 of your GAN has changed and you are submitting a paper copy of the ED 524B, either submit the new address in Section C (Additional Information) of the Project Status Chart or submit the change through e-Administration (annual performance reports only), the administrative action function of e-Grants.

If you are submitting the ED 524B electronically through e-Reports, you may update your address in e-Reports.

7. Reporting Period

-- Annual Performance Reports:

Due Date: Annual performance reports are typically due seven to ten months after the start of the grant's current budget period. Please follow instructions from your program office regarding the specific due date of the annual performance report for your grant.

The reporting period for the annual performance report is from the start of the current budget period through 30 days before the due date of the report. The start date for your current budget period may be found in Block 6 of the GAN. Please note, however, that complete data on performance measures for the current budget period must be submitted to ED, either with this report or as soon as they are available, but no later than the final due date specified by your ED program office. Please see instructions for items 11a. and 11b. of the ED 524B Cover Sheet and Section A (Project Objectives Information and Related Performance Measures Data) of the Project Status Chart for specific reporting requirements for performance measures data.

-- Final Performance Reports:

Due Date: Final performance reports are due 90 days after the expiration of the grant's project period. If you receive a no-cost time extension from ED for this grant, the final performance report is due 90 days after the revised project period end date. Program offices may also request an annual performance report that covers the original final budget period from grantees that receive no-cost time extensions.

Please enter the start and end date for the final budget period of your grant from Block 6 of the GAN. The reporting period for your final performance report covers the entire final budget period of the project, except for the information in the Executive Summary and Section C (Additional Information) of the Project Status Chart, which covers the entire project period (performance period) of the project.

8. Budget Expenditures [Also See Section B (Budget Information) of the Project Status Chart]

The budget expenditure information requested in items 8a. – 8c. must be completed by your Business Office.

Note: For the purposes of this report, the term budget expenditures means allowable grant obligations incurred during the periods specified below. (See EDGAR, 34 CFR 74.2; 75.703; 75.707; and 80.3, as applicable.)

For budget expenditures made with Federal grant funds, you must provide an explanation in Section B (Budget Information) of the Project Status Chart, if you have not drawn down funds from the Grant Administration and Payment System (GAPS) to pay for these budget expenditures.

--Annual Performance Reports:

- Report your actual budget expenditures for the ***entire previous budget period*** in item 8a. Please separate expenditures into Federal grant funds and non-Federal funds (match/cost-share) expended for the project during the entire previous budget period.

Note: If you are reporting on the first budget period of the project, leave item 8a. blank.

- Report your actual budget expenditures for the **current budget period to date** (i.e., through 30 days before the due date of this report) in item 8b. Please separate expenditures into Federal grant funds and non-Federal funds (match/cost-share) expended for the project during the current budget period to date.

--Final Performance Reports:

- Report your actual budget expenditures for the **entire previous budget period** in item 8a. Please separate expenditures into Federal grant funds and non-Federal funds (match/cost-share) expended for the project during the entire previous budget period.
- Report your actual budget expenditures for the **entire final budget period** in item 8b. Please separate expenditures into Federal grant funds and non-Federal funds (match/cost-share) expended for the project during the entire final budget period.
- Report your actual budget expenditures for the **entire project period (performance period)** in item 8c. Please separate expenditures into Federal grant funds and non-Federal funds (match/cost-share) expended for the project during the entire project period. Your project period (performance period) start and end dates are found in Block 6 of the GAN.

9. Indirect Costs

The indirect cost information requested in Items 9a. – 9d. must be completed by your Business Office.

--Annual and Final Performance Reports:

- Item 9a -- Please check “yes” or “no” in item 9a. to indicate whether or not you are claiming indirect costs under this grant.
- Item 9b. -- If you checked “yes” in item 9a., please indicate in item 9b. whether or not your organization has an Indirect Cost Rate Agreement that was approved by the Federal government.
- Item 9c. -- If you checked “yes” in item 9b., please indicate in item 9c. the beginning and ending dates covered by the Indirect Cost Rate Agreement. In addition, please indicate whether ED or another Federal agency (Other) issued the approved agreement. If you check “Other,” please specify the name of the Federal agency that issued the approved agreement. *For final performance reports only*, check the appropriate box to indicate the type of indirect cost rate that you have – Provisional, Final, or Other. If you check “Other,” please specify the type of indirect cost rate.
- Item 9d. – For grants under Restricted Rate Programs (EDGAR, 34 CFR 75.563), please indicate whether you are using a restricted indirect cost rate that is included on your approved Indirect Cost Rate Agreement or whether you are using a restricted indirect cost rate that complies with 34 CFR 76.564(c)(2). Note: State or Local government agencies may not use the provision for a restricted indirect cost rate specified in EDGAR, 34 CFR 76.564(c)(2). Check only one response. Leave blank, if this item is not applicable.

10. Annual Institutional Review Board (IRB) Certification

--Annual Performance Reports Only:

Annual certification is required if Attachment HS1, Continuing IRB Reviews, was attached to the GAN.

Attach the IRB certification to the ED 524B as instructed in Attachment HS1.

11. Performance Measures Status

--Annual Performance Reports:

Please check “yes” or “no” in item 11a. to indicate whether *complete* data on performance measures for the current budget period are included in this report in Section A of the Project Status Chart. If no, please indicate in item 11b. the date when the information will be available and submitted to ED. Complete data must be submitted for any performance measures established by ED for the grant program (included in the attached “Dear Colleague Letter”) and for any project specific performance measures that were included in your approved application.

If *complete* data on performance measures for the entire current budget period have not been obtained when you submit the ED 524B, please submit *available* data for the budget period to date with this report, unless instructed otherwise by your program office. *Complete performance measures data for the current budget period should be submitted by the date you indicated in item 11b.*

Note: Your program office will inform you of the *final date* by which performance measures data must be submitted to the Department for this program.

-- Final Performance Reports:

You must check “yes” in item 11a. Complete data on performance measures for the final budget period *must* be submitted with the final performance report in Section A of the Project Status Chart. Leave item 11b. blank.

Complete data *must* be submitted for any performance measures established by ED for the grant program (included in the attached “Dear Colleague Letter”) and for any project-specific performance measures that were included in your approved grant application.

12. Certification

--Annual and Final Performance Reports:

The grantee’s authorized representative must sign the certification for the ED 524B. If the grantee has any known internal control weaknesses concerning data quality (as disclosed through audits or other reviews), this information must be disclosed under Section C

(Additional Information) of the Project Status Chart as well as the remedies taken to ensure the accuracy, reliability, and completeness of the data.

INSTRUCTIONS FOR THE EXECUTIVE SUMMARY

--Annual and Final Performance Reports:

Provide a one to two page Executive Summary for *annual performance reports* and a two to three page Executive Summary for *final performance reports*. Provide highlights of the project's goals, the extent to which the expected outcomes and performance measures were achieved, and what contributions the project has made to research, knowledge, practice, and/or policy. Include the population served, if appropriate.

Note: The Executive Summary for *final performance reports* covers the ***entire project period***.

INSTRUCTIONS FOR THE PROJECT STATUS CHART

General Instructions for Section A -- Project Objectives Information and Related Performance Measures Data

-- Annual and Final Performance Reports:

In your approved grant application, you established project objectives stating what you hope to achieve with your funded grant project. Generally, one or more performance measures were also established for each project objective that serve to demonstrate whether you have met or are making progress towards meeting each project objective. In addition to project-specific performance measures that you may have established in your approved grant application, performance measures may have been established by ED for the grant program [included in the attached "Dear Colleague Letter"] that you are required to report on.

In Section A of the Project Status Chart, you will report on the results to date of your project evaluation as required under EDGAR, 34 CFR 75.590. According to the instructions below, for each project objective included in your approved grant application, provide quantitative and/or qualitative data for each associated performance measure and a description of preliminary findings or outcomes that demonstrate that you have met or are making progress towards meeting the performance measure. You will also explain how your data on your performance measures demonstrate that you have met or are making progress towards meeting each project objective.

Note: Complete data *must* be submitted for any performance measures established by ED for the grant program (included in the attached "Dear Colleague Letter") and for any project-specific performance measures that were included in your approved grant application.

For Annual Performance Reports: If *complete* data on performance measures for the entire current budget period have not been obtained when you submit the ED 524B, please submit *available* data for the budget period to date with this report, unless instructed otherwise by your program office. *Complete performance measures data for the current budget period should be submitted by the date you indicated in item 11b on the ED 524B Cover Sheet.*

Your program office will inform you of the *final date* by which performance measures data must be submitted to the Department for this program.

For Final Performance Reports: Complete data on performance measures for the final budget period *must* be submitted with the final performance report.

For final performance reports, the information in Section A of the Project Status Chart covers the final budget period of the grant. Additional questions for final performance reports covering the entire project period are found in the instructions for Section C of the Project Status Chart.

Instructions for Section A

- **Project Objective:**

Enter each project objective that is included in your approved grant application. Only one project objective should be entered per row. Project objectives should be numbered sequentially, i.e., 1., 2., 3., etc.

Update Box

If instructed by your program office in the attached “Dear Colleague Letter,” please provide an update on the status of your project objectives for any period of time that you did not report on in your previous annual performance report.

Check the “Update Box” next to each project objective for which you are providing an update. Do not check the “Update Box” if you are reporting on a project objective for the current reporting period. If you are providing a status update on your project objectives for the previous budget period and reporting on those same objectives for the current reporting period, please use separate pages (Section A) to separate previous and current information. Do not combine information for the previous budget period and for the current reporting period on the same page.

Example: Last year’s annual performance report covered 8 months of the previous budget period. The program office requests that you report on the status of your project objectives for the last 4 months of the previous budget period in this annual performance report.

- **Performance Measure:**

For each project objective, enter each associated performance measure. There may be multiple performance measures associated with each project objective. Enter only one performance measure per row. Each performance measure that is associated with a particular project objective should be labeled using an alpha indicator. Example: The first performance measure associated with project objective “1” should be labeled “1.a.,” the second performance measure for project objective “1” should be labeled “1.b.,” etc.

- **Measure Type:**

For each performance measure you are reporting on, enter the type of performance measure. Enter one (1) of the following measure types: **GPR**; **PROGRAM**; or **PROJECT**.

The specific measures established by ED for the grant program that you are required to report on are included in the attached “Dear Colleague Letter.” The measure type is also specified.

There are two types of measures that ED may have established for the grant program:

1. **GPRA:** Measures established for reporting to Congress under the Government Performance and Results Act; and
2. **PROGRAM:** Measures established by the program office for the particular grant competition.

In addition, report on any project-specific performance measures (**PROJECT**) that you, the grantee, established in your approved grant application to meet your project objectives.

- **Quantitative Data:**

Target and Actual Performance Data

Provide the target you established for meeting each performance measure and provide actual performance data demonstrating progress towards meeting or exceeding this target. Only quantitative (numeric) data should be entered in the Target and Actual Performance Data boxes.

The Target and Actual Performance Data boxes are each divided into three columns: **Raw Number; Ratio; and Percentage (%)**.

For performance measures that are stated in terms of a single number (e.g., the number of workshops that will be conducted or the number of students that will be served), the target and actual performance data should be reported as a single number under the **Raw Number column** (e.g., **10** workshops or **80** students). Please leave the **Ratio and Percentage (%) columns** blank.

For performance measures that are stated in terms of a percentage (e.g., percentage of students that attain proficiency), complete both the **Ratio column** and the **Percentage (%) column**. Please leave the **Raw Number column** blank.

In the **Ratio column** (e.g., **80/100**), the numerator represents the numerical target (e.g., the number of students that are expected to attain proficiency) or actual performance data (e.g., the number of students that attained proficiency), and the denominator represents the universe (e.g., all students served). Please enter the corresponding percentage (e.g., **80%**) in the **Percentage (%) column**.

If the collection of quantitative data is not appropriate for a particular performance measure, please leave the Target and Actual Performance Data boxes blank and provide an explanation and any relevant qualitative data for the performance measure in the block entitled, **Explanation of Progress**.

Note: If you are using weighted data, please indicate how the data are weighted in the block entitled, **Explanation of Progress**.

Special instructions for grants in their first budget period: If baseline data for a performance measure were not included in your approved application and targets were not set for the first

budget period, then enter either the number **999** under the **Raw Number column** or the ratio **999/999** under the **Ratio column** of the **Target box**, depending on how your data will be reported in the future. The **999** or **999/999** indicates that baseline data are being collected on the measure during the first budget period and targets have not yet been set. Unless otherwise instructed by your program office in the attached “Dear Colleague Letter,” report baseline data collected during the first budget period under either the **Raw Number column** or the **Ratio and Percentage (%) columns** of the **Actual Performance Data box**, as appropriate. After baseline data have been collected during the first budget period, grantees are expected to set targets for the second and any subsequent budget periods and report actual performance data in their annual performance reports.

- Explanation of Progress (Includes Qualitative Data and Data Collection Information):
 1. For each project objective and associated performance measures, indicate what data (quantitative and/or qualitative) were collected and when they were collected, the evaluation methods that were used, and how the data were analyzed. Clearly identify and explain any deviations from your approved evaluation plan, including changes in design or methodology, or the individual or organization conducting the evaluation.
 2. Based on your data, provide a description of preliminary findings or outcomes, including information to show whether you are making progress towards meeting each performance measure. Further, indicate how your performance measures data show that you have met or are making progress towards meeting the stated project objective. In your discussion, provide a brief description of your activities and accomplishments for the reporting period that are related to each project objective.
 3. If expected data were not attained, expected progress was not made toward meeting a performance measure or project objective, or a planned activity was not conducted as scheduled, provide an explanation. Include a description of the steps and schedules for addressing the problem(s) or issue(s).
 4. Indicate how you used your data and information from your evaluation to monitor the progress of your grant, and if needed, to make improvements to your original project plan (e.g., project activities and milestones) which are consistent with your approved objectives and scope of work.

Instructions for Section B – Budget Information

-- Annual and Final Performance Reports:

- Report budget expenditure data in items 8a. – 8c. of the ED 524B Cover Sheet, as applicable. Please follow the instructions for completing items 8a. – 8c. included in this instruction sheet.
- For budget expenditures made with Federal grant funds, you must provide an explanation if funds have not been drawn down from GAPS to pay for the budget expenditure amounts reported in items 8a. – 8c of the ED 524B Cover Sheet.

- Provide an explanation if you **did not** expend funds at the expected rate during the reporting period.
- Describe any significant changes to your budget resulting from modification of project activities.
- Describe any changes to your budget that affected your ability to achieve your approved project activities and/or project objectives.

-- Annual Performance Reports Only:

- Do you expect to have any unexpended funds at the end of the current budget period? If you do, explain why, provide an estimate, and indicate how you plan to use the unexpended funds (carryover) in the next budget period.
- Describe any anticipated changes in your budget for the next budget period that require prior approval from the Department (see EDGAR, 34 CFR 74.25 and 80.30, as applicable).

Instructions for Section C – Additional Information

-- Annual Performance Reports Only:

- If applicable, please provide a list of current partners on your grant and indicate if any partners changed during the reporting period. Please indicate if you anticipate any change in partners during the next budget period. If any of your partners changed during the reporting period, please describe whether this impacted your ability to achieve your approved project objectives and/or project activities.
- *If instructed by your program office*, please report on any statutory reporting requirements for this grant program.
- Describe any changes that you wish to make in the grant's activities for the next budget period that are consistent with the scope and objectives of your approved application.
- If you are requesting changes to the approved key personnel listed in Block 4 of your GAN for the next budget period, please indicate the name, title and percentage of time of the requested key personnel. Additionally, please attach a resume or curriculum vitae for the proposed key personnel when you submit your performance report.

Note: Do not report on any key personnel changes made during the current or previous budget period(s). Departmental approval must be requested and received prior to making key personnel changes.

- Provide any other appropriate information about the status of your project including any unanticipated outcomes or benefits from your project.

-- Final Performance Reports Only:

(This information covers the entire project period.)

Note: All grantees submitting a final performance report must answer question 1. The attached “Dear Colleague Letter” specifies any additional questions that you must answer from the list below, if any.

1. Utilizing your evaluation results, draw conclusions about the success of the project and its impact. Describe any unanticipated outcomes or benefits from your project and any barriers that you may have encountered.
2. What would you recommend as advice to other educators that are interested in your project? How did your original ideas change as a result of conducting the project?
3. If applicable, describe your plans for continuing the project (sustainability; capacity building) and/or disseminating the project results.
4. Report on any statutory reporting requirements for this grant program.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is **1890 –0004**. The time required to complete this information collection is estimated to average 22 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate (s) or suggestions for improving this form, please write to: U. S. Department of Education, Washington, D.C. 2020-4651. If you have comments or concerns regarding the status of your individual submission of this form, write directly to (insert program office), U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202.

Application Checklist

Does your application include each of the following?

- Cover Page
- Table of Contents
- Project Abstract
- Project Narrative
- Signed Statement from Chief State School Officer of each SEA in proposed consortium
- Response to Section 427 of GEPA Guidance
- Assurances and Certifications
 - Assurances--Non-Construction Programs
 - Certifications Regarding Lobbying; Debarment; Suspension, and Other Responsibility Matters; Drug-Free Workplace Requirements
 - Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion- Lower Tier Covered Transactions
 - Disclosure of Lobbying Activity

Did You –

- If submitting by mail or hand delivery, provide one (1) original plus two (2) copies of the application?
- Include all required forms with original signatures and dates?
- Submit a copy of the application to the State Single Point of Contact (if applicable)?
- Adhere to the 30-page limit?
- Consecutively number all pages in the application package?