

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

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

PRIORITY TITLE

CFDA NUMBER: 84.133A-X or 133B-X or 133E-X



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

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

TABLE OF CONTENTS

Section A Dear Applicant Letter

Section B Federal Register Notice Inviting Applications for New Awards –
PRIORITY TITLE. CFDA NUMBER: 84.133A-X or 133B-X or 133E-X

Page B-X: Program Requirements

Page B-X: Instructions for Applications

Page B-X: Instructions for Grants.gov

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

Section C Federal Register Notice Final Priority -- CFDA NUMBER: 84.133A-X or
133B-X or 133E-X

Section D Priority 1 – General Requirements for each FY 2007 DRRP Competition. (only for
133A)

Section E Background Statement

Section F Selection Criteria

**SECTION
A**

DEAR APPLICANT LETTER

Dear Applicant:

The Secretary invites applications for a new award for fiscal year (FY) 2007 for a project on the *PRIORITY TITLE* (CFDA Number - 84.133A-X). The purpose of the DRRP program is to plan and conduct research, demonstration projects, training, and related activities to develop methods, procedures, and rehabilitation technology that maximize the full inclusion and integration into society, employment, independent living, family support, and economic and social self-sufficiency of individuals with disabilities, especially individuals with the most severe disabilities, and to improve the effectiveness of services authorized under the Rehabilitation Act of 1973, as amended.

Include a one page abstract. The abstract is a critical component of the proposal, and it should describe the purpose, target population to be served during the project period, planned goals and objectives, proposed methodological approach, and anticipated project outcomes.

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

APPLICATION PROCEDURES

This application kit contains information and the required forms for potential applicants to apply and be considered for a FY 2007 grant award under this competition, including the published Federal Register notice dated *XXXday, XXX X, 2007*. The general requirements for the DRRP program were published in a Federal Register notice dated Friday, April 28, 2006 and are in Section D of this application kit.

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

These instructions indicate that you can either submit your application electronically through the grants.gov system or you can mail (postmarked) or hand-deliver or by carrier service one original and two copies of your application on or before the application deadline date, to the address listed in Section B, Notice Inviting Applications, and

Section J - Application Transmittal Instructions. The closing date (application deadline) is *XXXday, XXX X, 2007*.

Cost sharing of up to 1% is required and will be negotiated at the time of the grant award. Cost-match/share can be a reduced indirect cost rate, donated FTE, donated space, and/or donated equipment.

Page 2 – Dear Applicant

If you are submitting by paper

Applications must be postmarked by the closing date of ***XXXday, XXX X, 2007***, if submitting in paper. Follow the Application Transmittal Instructions for submitting in paper found in Section J. Please include an electronic copy (disk) with your application. NIDRR would appreciate your including 9 additional copies of your application to facilitate the peer review process (12 copies in all). Also, we would like to suggest that the original copy of the application be secured with a binder clip to facilitate any additional copying that might be required.

If you are submitting electronically

We are encouraging you to submit your application electronically. Electronic copies must be uploaded on Grants.gov and then processed by Grants.gov successfully by 4:30 pm, Washington DC time on the closing date. It may take up to several hours for this process. Please allow several hours or a full day because, if there is a submission error, time will be needed to correct the error and resubmit either electronically or by paper to meet the deadline time and date. For additional information on electronic submission procedures, see the Grants.gov Submission Procedures and Tips for Applicants - Section J. Do not e-mail a copy of your application directly to the Department; electronic submissions can only be made to Grants.gov. We strongly suggest that you carefully check your submission to ensure that you have attached the correct files in the appropriate fields.

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

PROGRAM REGULATIONS

These grants are subject to the requirements of the Education Department General Administrative Regulations (EDGAR), in 34 CFR Parts 74, 75, 77, 80, 81, 82, 84, 85, 86, and 97, which set forth general rules affecting the submittal, review, grant award, and post-award administration for Department of Education grant programs.

TECHNICAL ASSISTANCE

Pre-Application Meeting: A pre-application meeting will be held between 1:00 p.m. and 3:00 p.m. on XXXday, XXX X, 2007 by teleconference. Interested parties are invited to participate in a pre-application meeting to discuss the funding priority and to receive information and technical assistance through individual consultation. You must contact Donna Nangle at either 202-245-7462 or Donna.Nangle@ed.gov by XXXday, XXX X, 2007 in order to participate in this meeting with NIDRR between 1:00 p.m. and 3:00 p.m. After the meeting, NIDRR staff also will be available, by phone with prior request, from 3:30 p.m. to 4:30 p.m. on that same day to provide information and technical assistance through individual consultation.

If you have any questions about the information in this application packet, please contact Donna Nangle at Donna.Nangle@ed.gov or by telephone at (202) 245-7462. Individuals who use a telecommunications device (TDD) may call the Federal Relay Service (FRS) at 1-800-877-8339 between 8:00 a.m. and 4:00 p.m., EST, Monday through Friday.

If you need help with Grants.gov before the closing date, please contact Grants.gov Customer Support at 1-800-518-4726 or use the customer support available on the Web site: <http://www.grants.gov/CustomerSupport>.

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

Thank you for your interest in these programs.

Sincerely,

Steven James Tingus, M.S., C.Phil.
Director,
National Institute on Disability
and Rehabilitation Research

Dear Applicant:

The Secretary invites applications for the re-competition of an RERC on *Priority Topic* (CFDA NUMBER: 84.133E-X). The RERC program is authorized under the Rehabilitation Act of 1973, as amended. The purpose of this program is to award grants to eligible applicants to focus research, development, and training activities in order to enhance opportunities for meeting the needs of, and addressing the barriers confronted by, individuals with disabilities in all aspects of their lives through innovative technological solutions, new knowledge, and concepts that promote the health, safety, independence, employment, active engagement in daily activities, and quality of life.

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

Each RERC must be operated by or in collaboration with one or more institutes of higher education or one or more nonprofit organizations. Each RERC must provide training opportunities, in conjunction with institutions of higher education and nonprofit organizations, to assist individuals, including individuals with disabilities, to become rehabilitation technology researchers and practitioners.

Include a one page abstract. The abstract is a critical component of the proposal, and it should describe the purpose, target population to be served during the project period, planned goals and objectives, proposed methodological approach, and anticipated project outcomes.

APPLICATION PROCEDURES

This application kit contains information and the required forms for potential applicants to apply and be considered for a FY 2007 grant award under this competition, including the notice inviting applications published Federal Register on XXX, X, 2007 and the abbreviated notice of final priorities dated XXXday, XXXX, X, 2007.

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

Dear Applicant:

The Secretary invites applications for new awards for fiscal year (FY) 2007 for a Rehabilitation Research and Training Centers (RRTC)--on *Priority Topic* (CFDA Number - 84.133B-X), authorized under the Rehabilitation Act of 1973 (Act), as amended. The purpose of this program is to award grants to eligible applicants to plan and conduct research, demonstration projects, training, and related activities that help to maximize the full inclusion and integration of individuals with disabilities into society and to improve the effectiveness of services authorized under the Act.

Include a one page abstract. The abstract is a critical component of the proposal, and it should describe the purpose, target population to be served during the project period, planned goals and objectives, innovative strategies utilized, and project outcomes.

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

The RRTC program is restricted to a 15% indirect cost rate on all direct costs.

APPLICATION PROCEDURES

This application kit contains information and the required forms for potential applicants to apply and be considered for a FY 2007 grant award under this competition, including the published Federal Register notice dated XXday, XXX X, 2006.

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

These instructions indicate that you can either submit your application electronically through the grants.gov system or you can mail (postmarked) or hand-deliver or by carrier service one original and two copies of your application on or before the application deadline date, to the address list in Section B, Notice Inviting Applications, and Section I - Application Transmittal Instructions. The closing date (application deadline) is **XXXday, XXX X, 2007**.

**SECTION
B**

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

FEDERAL REGISTER NOTICE INVITING APPLICATIONS (NIA)
HOLDING SPACE

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

**SECTION
C**

**FEDERAL REGISTER
FINAL PRIORITY NOTICE**

Including the priority for the *PRIORITY TITLE*

FEDERAL REGISTER NOTICE OF FINAL PRIORITIES (NFP)

HOLDING SPACE

Each NFP includes particular information on the priority. This includes description of the program; comments/discussion/changes from the Notice of Proposed Priority; and the actual priority.



**SECTION
D**

**PRIORITY 1
General Requirements For Each DRRP**

For the 133A program only

Priority 1--General Disability and Rehabilitation Research Projects (DRRP) Requirements

Background:

NIDRR proposes the following General DRRP Requirements priority because it believes that the effectiveness of any DRRP (including any DBTAC) depends on, among other things, how well the DRRP coordinates its research efforts with the research of other NIDRR-funded projects, involves individuals with disabilities in its activities, and identifies specific anticipated outcomes that are linked to its objectives in applying for DRRP funding. Accordingly, NIDRR intends to use proposed Priority 1--General DRRP Requirements in conjunction with each of the other DRRP priorities proposed in this notice (i.e., priorities 2 through 11).

Priority:

To meet this priority, the Disability and Rehabilitation Research Projects (DRRP) must—

(a) Coordinate on research projects of mutual interest with relevant NIDRR-funded projects, as identified through consultation with the NIDRR project officer;

(b) Involve individuals with disabilities in planning and implementing the DRRP's research, training, and dissemination activities, and in evaluating its work; and

(c) Identify anticipated outcomes (i.e., advances in knowledge or changes and improvements in policy, practice,

behavior, and system capacity) that are linked to the applicant's stated grant objectives.

**SECTION
E**

BACKGROUND STATEMENT

Priority X-PRIORITY TITLE

Priority Background Statement

FROM THE NOTICE OF PROPOSED PRIORITIES

**SECTION
F**

SECTION CRITERIA

SELECTION CRITERIA

The Secretary uses the following criteria to evaluate an application for Priority X:

PRIORITY TITLE. All criteria choices comes directly from the CFR 350 or EDGAR Part 75 and is different for each priority

(a) **Importance of the problem. (5 points total)**.

(1) The Secretary considers the importance of the problem.

(2) In determining the importance of the problem, the Secretary considers the following factors:

(i) The extent to which the applicant clearly describes the need and target population **(3 points)**.

(ii) The extent to which the proposed activities address a significant need of one or more disabled populations **(2 points)**.

(b) **Responsiveness to an absolute or competitive priority (8 points total)**.

(1) The Secretary considers the responsiveness of the application to an absolute or competitive priority published in the Federal Register.

(2) In determining the application's responsiveness to the absolute or competitive priority, the Secretary considers the following factors:

(i) The extent to which the applicant addresses all requirements of the absolute or competitive priority **(4 points)**.

(ii) The extent to which the applicant's proposed activities are likely to achieve the purposes of the absolute or competitive priority **(4 points)**.

(c) **Design of research activities (40 points total).**

(1) The Secretary considers the extent to which the design of research activities is likely to be effective in accomplishing the objectives of the project.

(2) In determining the extent to which the design is likely to be effective in accomplishing the objectives of the project, the Secretary considers the following factors:

(i) The extent to which the research activities constitute a coherent, sustained approach to research in the field, including a substantial addition to the state-of-the-art (**6 points**).

(ii) The extent to which the methodology of each proposed research activity is meritorious, including consideration of the extent to which--

(A) The proposed design includes a comprehensive and informed review of the current literature, demonstrating knowledge of the state-of-the-art (**5 points**).

(B) Each research hypothesis is theoretically sound and based on current knowledge (**5 points**).

(C) Each sample population is appropriate and of sufficient size (**8 points**).

(D) The data collection and measurement techniques are appropriate and likely to be effective (**8 points**); and

(E) The data analysis methods are appropriate (**8 points**).

(d) **Design of dissemination activities (8 points total).**

(1) The Secretary considers the extent to which the design of dissemination activities is likely to be effective in accomplishing the objectives of the project.

(2) In determining the extent to which the design is likely to be effective in accomplishing the objectives of the project, the Secretary considers the following factors:

(i) The extent to which the methods for dissemination are of sufficient quality, intensity, and duration (**5 points**).

(ii) The extent to which the information to be disseminated will be accessible to individuals with disabilities (**3 points**).

(e) **Plan of operation (7 points total)**.

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

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

(i) The adequacy of the plan of operation to achieve the objectives of the proposed project on time and within budget, including clearly defined responsibilities, and timelines for accomplishing project tasks (**7 points**).

(f) **Collaboration (4 points total)**.

(1) The Secretary considers the quality of collaboration.

(2) In determining the quality of collaboration, the Secretary considers the extent to which the applicant's proposed collaboration with one or more agencies, organizations, or institutions is likely to be effective in achieving the relevant proposed activities of the project (**4 points**).

(g) **Adequacy and reasonableness of the budget (4 points total)**.

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

(2) In determining the adequacy and the reasonableness of the proposed budget, the

Secretary considers the following factors:

(i) The extent to which the costs are reasonable in relation to the proposed project activities (**2 points**).

(ii) The extent to which the budget for the project, including any subcontracts, is adequately justified to support the proposed project activities (**2 points**).

(h) **Plan of evaluation (10 points total)**.

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

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

(i) The extent to which the plan of evaluation provides for periodic assessment of progress toward--

(A) Implementing the plan of operation (**5 points**); and

(B) Achieving the project's intended outcomes and expected impacts (**5 points**).

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

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

(2) In determining the quality of the project staff, the Secretary considers the extent to which the applicant encourages applications for employment from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability (**4 points**).

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

(i) The extent to which the key personnel and other key staff have appropriate training and experience in disciplines required to conduct all proposed activities (**3 points**).

(ii) The extent to which the commitment of staff time is adequate to accomplish all the proposed activities of the project (**3 points**).

(j) **Adequacy and accessibility of resources (4 points).**

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

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

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

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