

4000-01-U

DEPARTMENT OF EDUCATION

Application for New Awards; Safe Schools/Healthy Students

AGENCY: Office of Safe and Drug-Free Schools, Department of Education

ACTION: Notice.

Overview Information:

Safe Schools/Healthy Students

Notice inviting applications for new awards for fiscal year (FY) 2011.

Catalog of Federal Domestic Assistance (CFDA) Number:  
84.184J and 84.184L.

Dates:

Applications Available: [INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER]

Deadline for Transmittal of Pre-Applications - 84.184J:  
[INSERT DATE 30 DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER]

Deadline for Transmittal of Full Application - 84.184L:  
[INSERT DATE XX DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER or July 15, 2011].

Deadline for Intergovernmental Review: [INSERT DATE 60 DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER]

Full Text of Announcement

## I. Funding Opportunity Description

Purpose of Program: The Safe Schools/Healthy Students (SS/HS) program supports schools and community partnerships in their efforts to develop and coordinate integrated systems that create safe, drug-free, and respectful environments for learning and to promote the behavioral health of children and youth.

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

Absolute Priorities: For FY 2011 and any subsequent year in which we make awards from the list of unfunded applicants from this competition, these priorities are absolute priorities. Under 34 CFR 75.105(c)(3) we consider only applications that meet these priorities.

These priorities are:

Pre-Application--Partnership Capacity and Community Collaboration.

Under this proposed priority, an eligible applicant would be required to demonstrate its community's capacity to use a collaborative process to conduct a community needs assessment and use the data collected to design an SS/HS comprehensive plan (as defined in this notice) related to the following five comprehensive plan elements:

- Element One: Promoting early childhood social and emotional learning and development.
- Element Two: Promoting mental, emotional, and behavioral health.
- Element Three: Connecting families, schools, and communities.
- Element Four: Preventing and reducing alcohol, tobacco, and other drug use.
- Element Five: Creating safe and violence-free schools.

To demonstrate capacity, an applicant would be required to describe in its pre-application (1) how required SS/HS partners, community members, community organizations, private schools, and students and their families intend to collaborate and conduct a community assessment; and (2) how each partner would support an SS/HS planning and design process to gather qualitative and quantitative descriptive information about their efforts to develop and coordinate integrated systems that create safe, drug-free, and respectful environments for learning and promote the behavioral health of children and youth.

Full Application--SS/HS Comprehensive Plan.

Under this proposed priority, each eligible applicant selected by the Secretary to submit a full application under

this program would be required to assess its community's existing needs and gaps and submit, as part of its full application, a comprehensive plan (as defined in this notice) for creating safe, drug-free, and respectful environments for learning and promoting the behavioral health of children and youth. The comprehensive plan, must address the following five elements:

Element One: Promoting early childhood social and emotional learning and development

Element Two: Promoting mental, emotional, and behavioral health.

Element Three: Connecting families, schools, and communities.

Element Four: Preventing and reducing alcohol, tobacco, and other drug use.

Element Five: Creating safe and violence-free schools.

Competitive Priorities: Within this absolute priority, we give competitive preference to applications that meet the following priority.

Under 34 CFR 75.105(c)(2)(i), we award an additional 2 points to an application that meets this priority.

This priority is:

LEAs That Have Not Previously Received a Grant or Services Under the SS/HS Program.

Under this priority, we propose to give priority to applications from LEAs that have not yet received a grant under the SS/HS program as an applicant or as a member of a consortium. In order for a consortium application to be eligible under this priority, no member of the LEA consortium may have received a grant or services under this program as a single applicant or as a member of a consortium applicant.

Application Requirements:

Pre-application Requirement 1--Eligible Applicant.

An eligible applicant is (1) an LEA that is not an active SS/HS grantee and is not a member of an active SS/HS consortium grant, or (2) a consortium of LEAs, none of which are active SS/HS grantees. For the purpose of this eligibility requirement, a grant is considered active until the end of the grant's project or funding period, including any extensions of those periods that extend the grantee's authority to obligate funds.

Additionally, former SS/HS grant recipients (i.e., LEAs that previously received funds or services, or consortia of LEAs that include one or more LEAs that previously received funds or services under the SS/HS program) must submit a program-specific assurance stating that, if awarded, the project will not serve those schools or sub-regions served

by a previous SS/HS grant. Applications from prior SS/HS grant recipients (or from a consortium that includes one or more LEAs that previously received SS/HS funds or services) that do not include the program-specific assurance will not be considered for funding.

Pre-application Requirement 2--Required SS/HS Partners.

Under this requirement, each applicant must identify, in its pre-application, each of the following as required SS/HS partners: an early childhood agency, a local juvenile justice agency, a local law enforcement agency, and a local public mental health authority (as these terms are defined in this notice).

Pre-application Requirement 3--Submit Letters of Commitment from Required SS/HS Partners.

Each applicant must include in its pre-application letters of commitment from each of the required SS/HS partners--an early childhood agency, a local juvenile justice agency, a local law enforcement agency, and a local public mental health authority (as these terms are defined in this notice). The applicant-LEA must also submit a letter of commitment. Each letter of commitment must be signed by the agency or authority's authorized representative (as defined in this notice). For consortium

applicants, each member LEA must include a letter of commitment, and the corresponding required SS/HS partners for each member LEA must also include a letter of commitment.

Each letter of commitment must include information that (1) supports the selection of the agency or authority as a required SS/HS partner; (2) outlines the organizational capacity of the agency or authority and its commitment to the SS/HS project; (3) describes the resources available to support the pre-application process; (4) details past experience with collecting and using data for decision-making; (5) documents past experience with building relationships and engaging community members in child- and youth-focused programs; and (6) describes what the partner's role will be in conducting the community assessment and in developing an SS/HS comprehensive plan if the applicant is invited to submit a full application.

Pre-application Requirement 4--Community Overview.

Each applicant must include, as part of its pre-application, a community overview (as defined in this notice) on the community to be targeted and served by the proposed SS/HS project. The information in the community overview must be related to the five SS/HS elements, as described in this notice.

Pre-application Requirement 5--Description of the Collaborative Community Assessment Process.

Each applicant must include, as part of its pre-application, a description of how the SS/HS partners will engage community organizations, community members, as well as students and their families, in the (1) community assessment, (2) analysis of the data collected through the assessment, and (3) decision-making process to create a SS/HS comprehensive plan (as defined in this notice) if the applicant is invited to submit a full application.

Pre-application Requirement 6--Statement of Accuracy and Veracity.

In the pre-application, each applicant must include a program-specific "statement of accuracy and veracity" assurance that has been signed by the LEA's authorized representative. For consortia applicants, the statement must be signed by the authorized representative of the LEA serving as the applicant. The program-specific assurance must attest that the data, statements, and other information included in the pre-application are true, complete, and accurate and do not contain false, fictitious, or fraudulent statements or claims.

Full Application Requirement 1--Eligibility.



In order to be eligible to submit a full application for the SS/HS program, an eligible applicant must receive an invitation from the Department to submit a full application. The Department will make invitations based on the highest-scoring pre-applications.

Full Application Requirement 2--Required SS/HS Partners.

Under this proposed requirement, each applicant must identify, in its full application, each of the following as required SS/HS partners: an early childhood agency, a local juvenile justice agency, a local law enforcement agency, and a local public mental health authority (as these terms are defined in this notice).

Full Application Requirement 3--Letters of Commitment from Required SS/HS partners.

Each applicant must include, in its full application, letters of commitment from each of the required SS/HS partners -- an early childhood agency, a local juvenile justice agency, a local law enforcement agency, and a local public mental health authority (as defined in this notice). The applicant-LEA must also submit a letter of commitment. Each letter of commitment must be signed by the agency or authority's authorized representative (as defined in this notice). For consortium applicants, each member LEA must include a letter of commitment, and the corresponding

required SS/HS partners for each member LEA must include a letter of commitment.

Each letter of commitment must include information that (1) supports the selection of the agency or authority as a required SS/HS partner; (2) outlines the organizational capacity of the agency or authority and its commitment to the SS/HS project; (3) describes the resources available to support the full application process; (4) details past experience with collecting and using data for decision-making; (5) documents past experience with building relationships and engaging community members in child- and youth-focused programs; and (6) describes the partner's role in conducting the community assessment and in developing an SS/HS comprehensive plan.

In addition, the letters of commitment included in the full application must include a description of any changes (since submitting the pre-application) in leadership, staffing, or other resources that may diminish or increase the capacity of the required partners to support the SS/HS comprehensive plan.

Full Application Requirement 4--Logic Model.

Each applicant must include a logic model with its full application. The logic model must represent the SS/HS comprehensive plan in a chart format, by element, that

depicts: (1) the needs and gaps identified in the community assessment; (2) goals that are responsive to the identified needs and gaps; (3) goal-related objectives that are specific, measurable, appropriate, and timely; (4) activities, curricula, programs, and services that are responsive to the identified needs and gaps and are appropriate for the population to be served; (5) each required partner's role and evidence of its strong commitment to the project; and (6) process and outcome measures that will adequately evaluate the project and provide data for continuous improvement of the project.

Full Application Requirement 5--Description of Collaborative Community Assessment Process.

Each applicant must include, as part of its full application, a description of the collaborative community assessment process used to design the SS/HS comprehensive plan. The description must explain how the required SS/HS partners engaged community organizations, community members, and students and their families in the community assessment, analysis of the data collected through the assessment, and decision-making process used to prepare the full application.

Full Application Requirement 6--Statement of Accuracy and Veracity.

In the full application, each applicant must include a program-specific “statement of accuracy and veracity” assurance that has been signed by the LEA’s authorized representative. For consortia applicants, the statement must be signed by the authorized representative of the LEA serving as the applicant. The program-specific assurance must attest that the data, statements, and other information included in the application are true, complete, and accurate and do not contain false, fictitious, or fraudulent statements or claims. The assurance must also attest that the collaborative process was carried out, as described in the pre-application, or, if there were changes, describe how the community assessment process differed from the process described in the pre-application.

Full Application Requirement 7--Funding Request.

Applicants may request no more funding than the established maximum amount. Based on student enrollment data for the participating LEAs, the request for funding in a full application must not exceed the following maximum amounts for any of the project’s four 12-month budget periods:

Enrollment	Maximum Funding Request Not To Exceed:
Fewer than 15,000 students	\$1 million per year [for a

	total of \$4 million]
15,000 - 49,999 students	\$1.5 million per year [for a total of \$6 million]
50,000 or more students	\$2 million per year [for a total of \$8 million]

To determine the maximum funding request, applicants must use the most recent student enrollment data from the National Center for Education Statistics (NCES) Common Core of Data (CCD) as posted on the NCES Web site (<http://nces.ed.gov/ccd/districtsearch>). In the case of consortium applicants, the maximum funding request is based on the combined student enrollment data for all participating LEAs.

If a Department of the Interior, Bureau of Indian Education-funded school that is not included in the NCES database requests grant funds that exceed \$1 million for any of the project's four 12-month budget periods, it must provide documentation of student enrollment data from the Native American Student Information System.

Applicants that exceed the maximum funding request established above will not be considered for funding.  
Full Application Requirement 8--Post-Award Requirements.

Each applicant invited to submit a full application will acknowledge post-award requirements by including the following in its application:

(1) An assurance that a single, full-time (as defined in this notice) project director will be hired to manage and provide leadership for the proposed SS/HS project. The project director will be considered key personnel.

(2) A statement signed by the required SS/HS partners agreeing to comply with the SS/HS evaluation requirements, including: (a) submission of baseline data prior to implementing grant activities, curricula, programs or services and no later than 6 months after receipt of the grant award notice; (b) submission of an evaluation plan within 6 months of receipt of the grant award notice; (c) submission of annual and final evaluation reports (as defined in this notice); (d) participation in national SS/HS evaluation activities; and (e) collection and semi-annual submission of TRAC data.

(3) A statement signed by the authorized representative of the applicant-LEA, committing to submit an MOA (as defined in this notice) within 6 months of receipt of the grant award notice. For consortium applicants, the statement must be signed by the authorized representative of the LEA serving as the applicant.

(4) A statement signed by the authorized representative of the applicant-LEA, committing to submit a communications and outreach plan and a communications and outreach budget within six months of receipt of the grant award notice. For consortium applicants, the statement must be signed by the authorized representative of the LEA serving as the applicant.

Program Authority: Section 4121 of the Elementary and Secondary Education Act, as amended (ESEA) (20 U.S.C. 7131); Public Health Service Act (42 U.S.C. 290aa); and the Juvenile Justice and Delinquency Prevention Act (42.U.S.C. 5614(b)(4)(ed) and 5781 et seq.)

Applicable Regulations: (a) The Education Department General Administrative Regulations (EDGAR) in 34 CFR parts 75, 77, 79, 80, 81, 82, 84, 85, 97, 98, and 99. Also the regulations in 34 CFR part 299. (b) The notice of final priorities, requirements, and definitions published elsewhere in this issue of the Federal Register.

## II. Award Information

Type of Award: Discretionary grants.

Estimated Available Funds: The Administration has requested \$11,500,000 for new awards for this program for FY 2011. The actual level of funding, if any, depends on final congressional action. However, we are inviting applications

to allow enough time to complete the grant process if Congress appropriates funds for this program.

Estimated Range of Awards: Up to \$1,000,000 for an LEA with fewer than 15,000 students; up to \$1,500,000 for an LEA with at least 15,000 students but fewer than 50,000; and up to \$2,000,000 for an LEA with 50,000 or more students.

Estimated Average Size of Awards: \$ 1,000,000 for an LEA with fewer than 15,000 students; \$1,500,000 for an LEA with at least 15,000 students but fewer than 50,000; and \$2,000,000 for an LEA with 50,000 or more students.

Maximum Award: We will reject any application that proposes a budget exceeding \$1,000,000 for an LEA with fewer than 15,000 students; \$1,500,000 for an LEA with at least 15,000 students but fewer than 50,000; and \$2,000,000 for an LEA with 50,000 or more students for a single budget period of 12 months. The Assistant Deputy Secretary for the Office of Safe and Drug-Free Schools may change the maximum amount through a notice published in the Federal Register.

Estimated Number of Awards: 28.

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

Project Period: Up to 48 months.

III. Eligibility Information



1. Eligible Applicants: For CFDA 84.184J - LEAs, including charter schools that are considered LEAs under State law and a consortia of LEAs. For CFDA 84.184L - By invitation from the Department. Note: The Secretary limits eligibility under the SS/HS grant competition (CFDA Number 84.184J and 184.184L) to applicants that do not currently have an active grant under this grant program. For the purpose of this eligibility requirement, a grant is considered active until the end of the grant's project or funding period, including any extensions of those periods that extend the grantee's authority to obligate funds. This eligibility requirement is from the notice of final eligibility requirements published in the Federal Register on December 4, 2006 (71 FR 70369).

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

3. Other:

(a) Participation by Private School Children and Teachers. An entity that receives a grant under the SS/HS program is required to provide for the equitable participation of private school children and their teachers or other educational personnel.

In order to ensure that grant program activities address the needs of private school children, the applicant

must engage in timely and meaningful consultation with appropriate private school officials during the design and development of the program. This consultation must take place before the applicant makes any decision that affects the opportunities of eligible private school children, teachers, and other educational personnel to participate.

Administrative direction and control over grant funds must remain with the grantee. (See section 9501, Participation by Private School Children and Teachers, of the Elementary and Secondary Education Act of 1965, as amended.)

(b) Maintenance of Effort. An LEA may receive a grant under the SS/HS program only if the State educational agency finds that the combined fiscal efforts per student or the aggregate expenditures of the agency and the State with respect to the provision of free public education by the agency for the preceding fiscal year was not less than 90 percent of the combined fiscal effort or aggregate expenditures for the second preceding fiscal year.

#### IV. Application and Submission Information

1. Address to Request Application Package: You can obtain an application package via the Internet or from the Education Publications Center (Ed Pubs).

To obtain a copy via the Internet, use the following address: [www.ed.gov/fund/grant/apply/grantapps/index.html](http://www.ed.gov/fund/grant/apply/grantapps/index.html).

To obtain a copy from ED Pubs, write, fax, or call the following: ED Pubs, U.S. Department of Education, P.O. Box 22207, Alexandria, VA 22304. Telephone, toll free: 1-877-433-7827. FAX: (703) 605-6794. If you use a telecommunications device for the deaf (TDD), call, toll free: 1-877-576-7734.

You can contact ED Pubs at its Web site, also: [www.EDPubs.gov](http://www.EDPubs.gov) or at its e-mail address: [edpubs@inet.ed.gov](mailto:edpubs@inet.ed.gov).

If you request an application package from ED Pubs, be sure to identify this program or competition as follows: CFDA number 84.184J and 84.184L.

Individuals with disabilities can obtain a copy of the application package in an accessible 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 competition.

Page Limit: The application narrative is where you, the applicant, address the selection criteria that reviewers use

to evaluate your application. You must limit the application narrative to the equivalent of no more than 10 pages for 84.184J and no more than 40 pages for 84.184L 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. Titles, headings, footnotes, quotations, references, and captions, as well as all text in charts, tables, figures, and graphs can be single spaced.

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.

The page limit does not apply to the cover sheet; commitment letters, the budget section (for 84.184L only) - including the narrative budget justification; or the assurances and certifications.

Our reviewers will not read any pages of the narrative portion of your application that exceed the page limit if you apply these standards; or exceed the equivalent of the page limit if you apply other standards.

### 3. Submission Dates and Times:

Applications Available: [INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER]

Deadline for Transmittal of Pre- Applications - 84.184J: [INSERT DATE 30 DAY AFTER PUBLICATION IN THE FEDERAL REGISTER]

Deadline for Transmittal of Full Application - 84.184I: [INSERT DATE XX DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER OR July 15, 2011.]

Applications for grants under this program must be submitted electronically using the Grants.gov Apply site (Grants.gov). For information (including dates and times) about how to submit your application electronically, or in paper format by mail or hand delivery if you qualify for an exception to the electronic submission requirement, please refer to section IV. 7. Other Submission Requirements of this notice.

Deadline for Intergovernmental Review: [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

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:

a. No less than seven percent of a grantee's budget for each year must be used to support costs associated with local evaluation activities.

b. No more than 10 percent of a grantee's budget for each year must be used to support costs associated with security equipment, security personnel, and minor remodeling of school facilities to improve school safety.

c. No less than two percent of the total budget for each year must be used to support costs associated with the communications and outreach plan.

6. Data Universal Numbering System Number, Taxpayer Identification Number, and Central Contractor Registry: To do business with the Department of Education, you must--

a. Have a Data Universal Numbering System (DUNS) number and a Taxpayer Identification Number (TIN);

b. Register both your DUNS number and TIN with the Central Contractor Registry (CCR), the Government's primary registrant database;

c. Provide your DUNS number and TIN on your application; and

d. Maintain an active CCR registration with current information while your application is under review by the Department and, if you are awarded a grant, during the project period.

You can obtain a DUNS number from Dun and Bradstreet. A DUNS number can be created within one business day.

If you are a corporate entity, agency, institution, or organization, you can obtain a TIN from the Internal Revenue Service. If you are an individual, you can obtain a TIN from the Internal Revenue Service or the Social Security Administration. If you need a new TIN, please allow 2-5 weeks for your TIN to become active.

The CCR registration process may take five or more business days to complete. If you are currently registered with the CCR, you may not need to make any changes. However, please make certain that the TIN associated with your DUNS number is correct. Also note that you will need to update your CCR registration on an annual basis. This may take three or more business days to complete.

In addition, if you are submitting your application via Grants.gov, you must (1) be designated by your organization as an Authorized Organization Representative (AOR); and (2) register yourself with Grants.gov as an AOR. Details on these steps are outlined in the Grants.gov 3-Step Registration Guide (see <http://www.grants.gov/section910/Grants.govRegistrationBrochure.pdf>).

#### 7. Other Submission Requirements:

Applications for grants under this program must be submitted electronically unless you qualify for an exception to this requirement in accordance with the instructions in this section.

a. Electronic Submission of Applications.

Applications for grants under the Safe Schools/Healthy Students program, CFDA numbers 84.184J and 84.184L, must be submitted electronically using the Governmentwide Grants.gov Apply site at [www.Grants.gov](http://www.Grants.gov). Through this site, you will be able to download a copy of the application package, complete it offline, and then upload and submit your application. You may not e-mail an electronic copy of a grant application to us.

We will reject your application if you submit it in paper format unless, as described elsewhere in this section, you qualify for one of the exceptions to the electronic submission requirement and submit, no later than two weeks before the application deadline date, a written statement to the Department that you qualify for one of these exceptions. Further information regarding calculation of the date that is two weeks before the application deadline date is provided later in this section under Exception to Electronic Submission Requirement.



You may access the electronic grant application for Safe Schools/Healthy Students at [www.Grants.gov](http://www.Grants.gov). You must search for the downloadable application package for this program by the CFDA number. Do not include the CFDA number's alpha suffix in your search (e.g., search for 84.184, not 84.184J or 84.184L).

Please note the following:

- When you enter the Grants.gov site, you will find information about submitting an application electronically through the site, as well as the hours of operation.
- Applications received by Grants.gov are date and time stamped. Your application must be fully uploaded and submitted and must be date and time stamped by the Grants.gov system no later than 4:30:00 p.m., Washington, DC time, on the application deadline date. Except as otherwise noted in this section, we will not accept your application if it is received--that is, date and time stamped by the Grants.gov system--after 4:30:00 p.m., Washington, DC time, on the application deadline date. We do not consider an application that does not comply with the deadline requirements. When we retrieve your application from Grants.gov, we will notify you if we are rejecting your application because it was date and time stamped by the

Grants.gov system after 4:30:00 p.m., Washington, DC time, on the application deadline date.

- The amount of time it can take to upload an application will vary depending on a variety of factors, including the size of the application and the speed of your Internet connection. Therefore, we strongly recommend that you do not wait until the application deadline date to begin the submission process through Grants.gov.

- You should review and follow the Education Submission Procedures for submitting an application through Grants.gov that are included in the application package for this program [competition] to ensure that you submit your application in a timely manner to the Grants.gov system. You can also find the Education Submission Procedures pertaining to Grants.gov under News and Events on the Department's G5 system home page at <http://www.G5.gov>.

- You will not receive additional point value because you submit your application in electronic format, nor will we penalize you if you qualify for an exception to the electronic submission requirement, as described elsewhere in this section, and submit your application in paper format.

- You must submit all documents electronically, including all information you typically provide on the following forms: the Application for Federal Assistance (SF

424), the Department of Education Supplemental Information for SF 424, Budget Information--Non-Construction Programs (ED 524), and all necessary assurances and certifications.

- You must upload any narrative sections and all other attachments to your application as files in a .PDF (Portable Document) format only. If you upload a file type other than a .PDF or submit a password-protected file, we will not review that material.

- Your electronic application must comply with any page-limit requirements described in this notice.

- After you electronically submit your application, you will receive from Grants.gov an automatic notification of receipt that contains a Grants.gov tracking number. (This notification indicates receipt by Grants.gov only, not receipt by the Department.) The Department then will retrieve your application from Grants.gov and send a second notification to you by e-mail. This second notification indicates that the Department has received your application and has assigned your application a PR/Award number (an ED-specified identifying number unique to your application).

- We may request that you provide us original signatures on forms at a later date.

Application Deadline Date Extension in Case of Technical Issues with the Grants.gov System: If you are experiencing

problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk, toll free, at 1-800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.

If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 4:30:00 p.m., Washington, DC time, the following business day to enable you to transmit your application electronically or by hand delivery. You also may mail your application by following the mailing instructions described elsewhere in this notice.

If you submit an application after 4:30:00 p.m., Washington, DC time, on the application deadline date, please contact the person listed under For Further Information Contact in section VII of this notice and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your application if we can confirm that a technical problem occurred with the Grants.gov system and that that problem affected your ability to submit your application by 4:30:00 p.m., Washington, DC time, on the application deadline date. The

Department will contact you after a determination is made on whether your application will be accepted.

Note: The extensions to which we refer in this section apply only to the unavailability of, or technical problems with, the Grants.gov system. We will not grant you an extension if you failed to fully register to submit your application to Grants.gov before the application deadline date and time or if the technical problem you experienced is unrelated to the Grants.gov system.

Exception to Electronic Submission Requirement: You qualify for an exception to the electronic submission requirement, and may submit your application in paper format, if you are unable to submit an application through the Grants.gov system because--

- You do not have access to the Internet; or
- You do not have the capacity to upload large

documents to the Grants.gov system;

and

- No later than two weeks before the application deadline date (14 calendar days or, if the fourteenth calendar day before the application deadline date falls on a Federal holiday, the next business day following the Federal holiday), you mail or fax a written statement to the Department, explaining which of the two grounds for an

exception prevent you from using the Internet to submit your application.

If you mail your written statement to the Department, it must be postmarked no later than two weeks before the application deadline date. If you fax your written statement to the Department, we must receive the faxed statement no later than two weeks before the application deadline date.

Address and mail or fax your statement to: Karen Dorsey, U.S. Department of Education, 400 Maryland Avenue, SW., room 10061 PCP, Washington, DC 20202-6450.

FAX: (202) 245-7166.

Your paper application must be submitted in accordance with the mail or hand delivery instructions described in this notice.

b. Submission of Paper Applications by Mail.

If you qualify for an exception to the electronic submission requirement, you may mail (through the U.S. Postal Service or a commercial carrier) your application to the Department. You must mail the original and two copies of your application, on or before the application deadline date, to the Department at the following address:

U.S. Department of Education  
Application Control Center  
Attention: (CFDA Number 84.184J or 84.184L)

LBJ Basement Level 1  
400 Maryland Avenue, SW.  
Washington, DC 20202-4260

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.

c. Submission of Paper Applications by Hand Delivery.

If you qualify for an exception to the electronic submission requirement, you (or a courier service) may deliver your paper application to the Department by hand. You 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:

U.S. Department of Education  
Application Control Center  
Attention: (CFDA Number 84.184J or 84.184L)  
550 12<sup>th</sup> Street, SW  
PCP - Room 7041  
Washington, DC 20202-4260

The Application Control Center accepts hand deliveries daily between 8:00 a.m. and 4:30:00 p.m., Washington, DC time, except Saturdays, Sundays, and Federal holidays.

Note for Mail or Hand Delivery of Paper Applications: If you mail or hand deliver your application to the Department--

(1) You must indicate on the envelope and--if not provided by the Department--in Item 11 of the SF 424 the CFDA number, including suffix letter, if any, of the competition under which you are submitting your application; and

(2) The Application Control Center will mail to you a notification of receipt of your grant application. If you



do not receive this notification within 15 business days from the application deadline date, you should call the U.S. Department of Education Application Control Center at (202) 245-6288.

## V. Application Review Information

1. Selection Criteria: The selection criteria for this program are from 34 CFR 75.210 of EDGAR. The maximum score for all of these criteria is 100 points. The maximum score for each criterion is indicated in parentheses.

The notes that we have included after each criterion are guidance to assist applicants in understanding the criterion as they prepare their applications, and are not required by statute or regulation.

### 84.184J - Pre-Application Selection Criteria

Need for the Project (15 points) - In determining the need for the proposed project, the following factor is considered: The extent to which the 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 weaknesses.

NOTE: To respond to this criterion the applicant's narrative should include general qualitative, descriptive, and anecdotal information about the

community to be served in relationship to the five SS/HS elements. The narrative should include, but is not limited to: (a) the size of LEA(s) to be served, including number of students and school buildings in those LEA(s); and (b) a description of the population, including social-economic, racial, ethnic characteristics of the population to be served.

Significance (25 points) -In determining the significance of the proposed project, the following factor is considered: The significance of the problem or issue to be addressed by the project.

NOTE: In response to this criterion the applicant's narrative should include a description of the risk and protective factors affecting the targeted population and a description of the existing services, unmet needs, challenges, and barriers in the district and community to be addressed by the project in relation to the five SS/HS elements.

Adequacy of Resources (35 points) - In determining the adequacy of resources for the proposed project, the following factor is considered: The relevance and demonstrated commitment of each partner in the proposed project to the implementation and success of the project.

NOTE: In response to this criterion the applicant's narrative should expand upon information included in the letters of commitment from the required SS/HS partners. Specifically information that (a) supports the selection of the agency or authority as a required SS/HS partner; (b) outlines the organizational capacity of the agency or authority in its commitment to the SS/HS project; (c) describes the resources available to support the pre-application process; (d) details past experience with collecting and using data for decision-making; (e) documents past experience with building relationships and engaging community members in child- and youth-focused programs; (f) describes what the partners' roles will be in conducting the community assessment and in developing an SS/HS comprehensive plan if the applicant is invited to submit a full application. The narrative should address the individual commitment of each of the SS/HS required partners. Letters of commitment will also be evaluated under this criterion.

Quality of the Management Plan (25 points) - In determining the quality of the management plan for the proposed project, the following factor is considered: How the applicant will ensure that a diversity of perspectives are brought to bear

in the operation of the proposed project, including those of parents, teachers, the business community, a variety of disciplinary and professional fields, recipients or beneficiaries of services, or others as appropriate.

Note: In response to this criterion the applicant's narrative should provide a detailed description of the community assessment process and how the applicant proposes to engage community organizations, community members, as well as students and their families in: the community assessment (as defined in this application); analysis of the data collected through the assessment, and decision making process to create a SS/HS comprehensive plan (as defined in this application) if invited to submit a full application.

#### 84.184L - Full Application Selection Criteria

Need for Project (15 points) - In determining the need for the proposed project, the following factor is considered: The extent to which the specific gaps and weaknesses in services, infrastructure, or opportunities have been identified and will be addressed by the proposed project, including the nature and magnitude of those weaknesses.

Note: In response to this criterion the applicant's narrative should provide data and information resulting from the completion of community assessment.

Specifically narrative should include, but is not limited to: (a) description of the characteristics and demographics of the community, schools, children, youth, and families to be served; (b) a description of the individual, family, school and community risk and protective factors that have an impact on the targeted population and that correspond to the five SS/HS elements; (c) a description of the community's needs and gaps, including challenges related to the accessibility to or quality of services related to the five SS/HS elements; (d) description of problem behaviors exhibited by children and youth to be served, including but not limited to: classroom disruption; drug and alcohol use, and incidence of violent and aggressive behavior; and the availability of school and community-based mental health services.

Significance (20 points) - In determining the significance of the proposed project, the following factor is considered: The likelihood that the proposed project will result in system change or improvement.

Note: In responding to this criterion the applicant's narrative should demonstrate that the proposed project will reflect a range of strategic actions, such as capacity building, collaboration and partnership,

policy change and development, systems change and integration, and the use of technology that will result in system change or improvement.

Quality of Project Design (30 points) - In determining the quality of the project design for the proposed project, the following factors are considered:

a. The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified and measurable.

Note: In response to this criterion the applicant's narrative should expand on the data and information included in the logic model to present a clear link between the needs and gaps -- as identified by the community assessment -- and the project: identifies goals that correspond to and are responsive to the needs and gaps; includes objectives that are specific, measurable, appropriate, and timely; proposes activities, curricula, programs and services are responsive to needs and gaps and are appropriate for the population to be served; clearly demonstrates and provides evidence of the partner's strong commitment to and role in the project; and includes process and performance outcomes measures that will evaluate the project and provide data for continuous improvement of

the project. The logic model will also be evaluated under this criterion.

b. The extent to which the design of the proposed project reflects up-to-date knowledge from research and effective practice.

Note: In response to this criterion the applicant's narrative should demonstrate that proposed activities, curricula, programs, and services are evidence-based or reflect current research. Additionally, the narrative should provide authoritative information that the proposed activities, curricula, programs, and services are culturally and linguistically competent and are developmentally appropriate for the targeted population and serve vulnerable and at-risk populations.

Additionally the narrative should include a thorough description of how the proposed activities, curricula, programs, and services will expand the community's current capacity to serve children, youth, and families.

Adequacy of Resources (15 points) - In determining the adequacy of resources for the proposed project, the following factor will be considered: The relevance and demonstrated commitment of each partner in the proposed project to the implementation and success of the project.

Note: In response to this criterion the applicant's narrative should expand on information included in the letters of commitment that (a) supports the selection of each SS/HS partner; (b) outlines the organizational capacity of each SS/HS partner to support and manage the SS/HS project; (c) describes the resources to used to support the full application process; (d) details the past experience with collecting and using data for decision-making; (e) documents past experience with building relationships and engaging community members in child- and youth-focused programs; and (f)describes the partners role in conducting the community assessment and in developing the comprehensive plan. The letters of commitment will also be evaluated under this criterion. Letters submitted with the full application must include a description of any changes, since submitting the pre-application, in leadership, staffing, or other resources that may diminish or increase the capacity of the required partners to support the project if funded. Letters of commitment submitted with the pre-application are not responsive this criterion.

Quality of the Management Plan (10 points) - In determining the quality of the management plan for the proposed project,



the following factor will be considered: The adequacy of procedures for ensuring feedback and continuous improvement in the operation of the proposed project.

Note: In response to this criterion the applicant's narrative should address how the SS/HS partners will work together to achieve the community's goals and outcomes and how the SS/HS project (if funded) will be implemented and managed in a way that will increase efficiency and communication between schools and parents. The narrative should also describe how the partners and others will make decisions, communicate, share information and resources, overcome barriers, monitor progress and use data for continuous improvement, increase the levels and intensity of collaboration; and assist with planning for sustainability.

Quality of Project Evaluation (10 points) - In determining the quality of the project evaluation for the proposed project, the following factor will be considered: The extent to which the methods of evaluation will provide performance feedback and permit periodic assessment of progress toward achieving intended outcomes:

Note: Under this criterion, applicants should provide a description of the evaluation planning process addressing

how they will ensure that all SS/HS partners comply with the SS/HS evaluation requirements. The description should include how data will be collected and analyzed to systematically assess the progress of the SS/HS grant. Applicants should include a description of how they will collect, report, and analyze data for the required Government Performance and Results Act (GPRA) and Transformation Accountability (TRAC) measures. Applicants should also address how the project evaluation will support data driven decision making with the goal of a continuous improvement process.

2. Review and Selection Process: We remind potential applicants that in reviewing applications in any discretionary grant competition, the Secretary may consider, under 34 CFR 75.217(d)(3), the past performance of the applicant in carrying out a previous award, such as the applicant's use of funds, achievement of project objectives, and compliance with grant conditions. The Secretary may also consider whether the applicant failed to submit a timely performance report or submitted a report of unacceptable quality.

In addition, in making a competitive grant award, the Secretary also requires various assurances including those applicable to Federal civil rights laws that prohibit

discrimination in programs or activities receiving Federal financial assistance from the Department of Education (34 CFR 100.4, 104.5, 106.4, 108.8, and 110.23).

Additional factors we consider in selecting an application for an award are geographic distribution and diversity of activities addressed by the projects.

3. Special Conditions: Under 34 CFR 74.14 and 80.12, the Secretary may impose special conditions on a grant if the applicant or grantee is not financially stable; has a history of unsatisfactory performance; has a financial or other management system that does not meet the standards in 34 CFR parts 74 or 80, as applicable; has not fulfilled the conditions of a prior grant; or is otherwise not responsible.

## 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 of this notice.

We reference the regulations outlining the terms and conditions of an award in the Applicable Regulations section of 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: (a) If you apply for a grant under this competition, you must ensure that you have in place the necessary processes and systems to comply with the reporting requirements in 2 CFR part 170 should you receive funding under the competition. This does not apply if you have an exception under 2 CFR 170.110(b).

(b) At the end of your project period, you must submit a final performance report, including financial information, as directed by the Secretary. If you receive a multi-year award, you must submit an annual performance report that provides the most current performance and financial expenditure information as directed by the Secretary under 34 CFR 75.118. The Secretary may also require more frequent performance reports under 34 CFR 75.720(c). For specific requirements on reporting, please go to

<http://www.ed.gov/fund/grant/apply/appforms.html>.

4. Performance Measures: Under GPRA, Federal departments and agencies must clearly describe the goals and objectives of programs, identify resources and actions needed to accomplish goals and objectives, develop a means of measuring progress made, and regularly report on achievement. One important source of program information on successes and lessons learned is the project evaluation conducted under individual grants. The Department and the SS/HS Federal partners have developed the following GPRA performance measures for evaluating the overall effectiveness of the SS/HS program:

Percentage of grantees that report an increase in the number of students receiving school-based mental health services.

Percentage of grantees that report an increase in the percent of mental health referrals for students which result in mental health services being provided in the community.

Percentage of grantees that report a decrease in students who report current (30-day) marijuana use.

Percentage of grantees that report a decrease in students who report current (30-day) alcohol use.

Percentage of grantees that experience a decrease in students who did not go to school on 1 or more days during

the past 30 days because they felt unsafe at school or on their way to and from school.

Percentage of grantees that experience a decrease in students who have been in a physical fight on school property in the 12 months prior to the survey.

The number of children (ages 0-5) screened for mental health or related interventions\*.

The number of organizations collaborating and sharing resources with other organizations as a result of the grant.\* (\*These two GPRA measures will be reported semi-annually via the Department of Health and Human Services Transformation Accountability System.)

5. Continuation Awards: In making a continuation award, the Secretary may consider, under 34 CFR 75.253, the extent to which a grantee has made "substantial progress toward meeting the objectives in its approved application." This consideration includes the review of a grantee's progress in meeting the targets and projected outcomes in its approved application, and whether the grantee has expended funds in a manner that is consistent with its approved application and budget. In making a continuation grant, the Secretary also considers whether the grantee is operating in compliance with the assurances in its approved application, including those applicable to Federal civil rights laws that prohibit

discrimination in programs or activities receiving Federal financial assistance from the Department (34 CFR 100.4, 104.5, 106.4, 108.8, and 110.23).

#### VII. Agency Contact

For Further Information Contact: [Karen.Dorsey@ed.gov](mailto:Karen.Dorsey@ed.gov) Karen Dorsey, U.S. Department of Education, 400 Maryland Avenue, SW., Room 10061 Potomac Center Plaza (PCP), Washington, DC 20202-6450. Telephone: (202) 245-7858.

If you use a TDD, call the FRS, toll free, at 1-800-877-8339.

#### VIII. Other Information

Accessible Format: Individuals with disabilities can obtain this document and a copy of the application package in an accessible format (e.g., braille, large print, audiotape, or computer diskette) on request to the program contact persons listed under For Further Information Contact in section VII of 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/fedregister>. To use PDF you must have Adobe Acrobat Reader, which is available free at this site.

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 via the Federal Digital System at: <http://www.gpo.gov/fdsys>.

Dated:

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Kevin Jennings  
Assistant Deputy Secretary for  
Safe and Drug-Free Schools.