

U.S. DEPARTMENT OF EDUCATION

OFFICE OF POSTSECONDARY EDUCATION

WASHINGTON, D.C. 20202

www2.ed.gov/programs/gaann/index.html



FISCAL YEAR 2024 APPLICATION FOR GRANTS UNDER THE GRADUATE ASSISTANCE IN AREAS OF NATIONAL NEED (GAANN) PROGRAM

ALN: 84.200A

DATED MATERIAL – OPEN IMMEDIATELY

CLOSING DATE: Month day, year

Approved OMB No. 1840-0604, Expiration Date: xx/xx/yyyy

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UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF POSTSECONDARY EDUCATION

Dear Applicant:

Thank you for your interest in the Graduate Assistance in Areas of National Need (GAANN) program. We are pleased to provide the application package for the fiscal year (FY) 2024 GAANN Program grant competition (Assistance Listing Number 84.200A). Included in this application package are links to the program statute and regulations, and the instructions and forms needed to submit a complete application to the U.S. Department of Education (Department) through Grants.gov.

The GAANN Program provides fellowships, through academic departments and programs of institutions of higher education, to assist graduate students with excellent records who demonstrate financial need and plan to pursue the highest degree available in their course of study at the institution in a field designated as an area of national need.

This year's competition includes the absolute priority found in the Federal Register Notice Inviting Applications (Notice). Please note the Department will only consider an application that addresses this absolute priority. The Secretary is only interested in receiving grant applications in one or more of the academic areas designated as an area of national need. In addition, for the FY 2024 competition there are two competitive preference priorities, one to encourage Applications from New Potential Grantees and another to Promote Equity in Student Access to Educational Resources and Opportunities. There is also an invitational priority to encourage projects designed to increase the number of low-income students in graduate fellowships.

Please review the entire application package carefully before preparing and submitting an application. Lastly, please do not rely upon any information that is inconsistent with the guidance contained within the Notice.

Thank you for your interest in the GAANN Program. We look forward to receiving your application.

Sincerely,

Nasser H. Paydar
Assistant Secretary for
Postsecondary Education

COMPETITION HIGHLIGHTS

1. GAANN Program Authorization:

Title VII, Part A, Subpart 2, Section 711-716 of the Higher Education Act of 1965, as amended.

2. Program Website and Purpose:

This program provides fellowships, through academic departments and programs of Institutions of Higher Education (IHEs), to assist graduate students with excellent records who demonstrate financial need and plan to pursue the highest degree available in their course of study at the institution in a field designated as an area of national need (www2.ed.gov/programs/gaann/index.html).

3. Application Format and Electronic Submission Requirements:

Application Format: Format recommendations are contained in the Notice for this competition. It is strongly recommended applicants submit documents as read-only flattened PDFs to better ensure applications are processed in a timely, accurate, and efficient manner. More information is provided in the “Grants.gov Submission Procedures and Tips for Applicants” in this document and in the Notice for this competition.

Electronic Submission Requirements: Electronic submission is required through Grants.gov (<https://www.Grants.gov>) unless you qualify for an exception. You are urged to review the requirements of Grants.gov early since registration procedures may require 5 or more days to complete. Please see “Grants.gov Submission Procedures and Tips for Applicants” for information. The requirements for obtaining an exception to the electronic submission requirement are included in the Notice for FY 2024. If you think you may need an exception, you are urged to review the requirements promptly.

4. Eligible Applicants:

Academic departments and programs of IHEs that provide courses of study leading to a graduate degree may apply. Certain non-degree granting institutions may submit joint proposals with degree granting IHEs. **Students are NOT eligible to apply for this grant.**

5. Absolute Priority:

The FY 2024 designated areas of national need under the GAANN program competition are included in the Notice.

6. Competitive Preference Priorities:

The FY 2024 GAANN competition has two competitive preference priorities:

Competitive Preference Priority 1: Applications from New Potential Grantees (1 point).

Under this priority, an applicant must demonstrate that it does not, as of the deadline date for submission of applications, have an active grant, including through membership in a group application submitted in accordance with 34 CFR 75.127–75.129, under the program from which it seeks funds.

Note: For the purpose of this priority, the “applicant” is the institution. Institutions with active grants that are applying on behalf of a new academic department cannot receive points for this competitive priority. A grant is 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.

Competitive Preference Priority 2: Promoting Equity in Student Access to Educational Resources and Opportunities (1 point).

Under this priority, an applicant must demonstrate that the project will be implemented by one or more of the following entities:

- (1) Historically Black Colleges and Universities (as defined in the Notice).
- (2) Tribal Colleges and Universities (as defined in the Notice).
- (3) Minority-serving institutions (as defined in the Notice).

7. Invitational Priority:

In FY 2024, there is one invitational priority. No additional points are awarded to institutions who address this in their application.

Projects designed to increase the number of low-income students in graduate fellowships.

Projects should include plans to identify, recruit, and retain students who are low-income.

Note: Please see definition for low-income in the Notice.

8. The GAANN Abstract:

The one-page abstract should include a short summary covering the designated area(s) of national need. The abstract should include the following information:

Institution Name:	
Type of Application (Single/Inter-Disciplinary/Multi-Disciplinary):	
Area of National Need:	
Degree Level of Program of Study (Masters, PSM, or Doctorate):	
Length of Time Degree Program has been in Existence:	
Number of Federally Funded GAANN Fellows Requested (first year):	

Note: Please ensure the number of Federally funded fellowships requested is consistent in the Abstract, Project Narrative, and the GAANN Budget Form (noted below).

Information provided in the GAANN one-page abstract must be attached to the “ED Abstract Form” in the Grants.gov system. Information is provided in the “Instructions for Completing the Project Narrative” section of the application package about the upload requirements and formatting the abstract.

9. Selection Criteria:

The selection criteria in 34 CFR part 648 section 648.31 are used to evaluate applications. The selection criteria and maximum possible points are included in the Notice. Your application should

address the selection criteria in the order presented in the regulations to ensure each sub-criterion is addressed. Please note this is the order in which readers review applications.

10. Budget:

GAANN is a need-based fellowship. It is strongly recommended to discuss with your institution's financial aid office how financial need is determined for **Graduate Students**. This will impact the number of fellows to request and will also impact recruitment. Not all students will be eligible for the full amount of a GAANN fellowship because of several factors, including how financial need is determined at an institution.

Note: When completing the GAANN budget form, please use the GAANN maximum fellowship amount for each fellow requested and not an estimated amount. Under GAANN regulation 648.5 (a), the amount of a grant to an academic department may not be less than \$100,000 or more than \$750,000 in a fiscal year.

FY 2024 - the estimated GAANN maximum amount for one fellowship is \$TBD:

- GAANN stipend maximum is \$TBD (based on financial need)
- GAANN institutional payment is \$TBD (tuition and fees)

How can the institutional payment be used: Allowable uses must be in accordance with section 648.62.

Unallowable Costs: Neither the GAANN federal funds nor the matching funds can be used for overhead costs in accordance with section 648.64.

Matching Requirement: The Matching Requirement for GAANN is reported under sections 648.7, 648.20(6), 648.31(g), 648.63 and Statutory Assurances.

11. Fellow Eligibility:

Eligibility requirements for GAANN fellows must be in accordance with sections 648.40 and 648.70.

12. Program Specific Forms:

The following documents are specific to the GAANN program and found only in the application instructions document (GAANN application booklet) which should be downloaded from Grants.gov. These documents should be reviewed carefully to ensure they are attached into the Grants.gov system correctly.

- **GAANN Statutory Assurances Form:** Applicants must submit the GAANN Statutory Assurances Form electronically uploaded **as a separate document**. Please note that more detailed instructions for attaching this form are covered in the "Program Specific Forms Instructions" section of the application package.
- **GAANN Budget Spreadsheet(s) Form:** Applicants must submit the Budget Spreadsheet(s) Form electronically uploaded **as a separate document**. Please note that more detailed instructions for attaching the budget spreadsheet form are covered in the "Program Specific Forms Instructions" section of the application package. Applicants should verify information is consistent with the request in the abstract and narrative.

Note: The Budget Narrative (which is a part of the Selection Criteria) should be included in the “Project Narrative Attachment Form.”

13. Notification to Successful Applicants and Unsuccessful Applicants:

Successful Applicants: If your application is successful, the Department will notify your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN), or we may send you an email containing a link to access an electronic version of your GAN. We also may notify you informally.

Unsuccessful Applicants will be notified in writing following the notice to successful applicants.

14. Performance Reporting Requirements:

If you receive a FY 2024 new grant award, you will be required to submit annual and final performance reports during the three-year funding cycle using the online GAANN Performance Reporting System. This online system collects narratives and data about funded grants to enable program officers to determine if a grantee is making substantial progress toward meeting approved project objectives. If you wish to view the performance report currently required, visit the GAANN website at:

<http://www2.ed.gov/programs/gaann/performance.html>.

Please be advised that the report is for informational purposes only and does not reflect the actual reporting instrument that you will use, should you receive a FY 2024 grant award.

15. Supplemental Report:

Grantees are required to submit a supplemental performance report two years after the expiration of the grant. The purpose of this supplement to the Final Performance Report is to identify and report the educational and employment outcomes of each GAANN fellow. Information is provided in the Notice.

GRANTS.GOV SUBMISSION PROCEDURES AND TIPS FOR APPLICANTS

IMPORTANT – PLEASE READ FIRST

To facilitate your use of Grants.gov, this document includes important submission procedures you need to be aware of to ensure your application is received in a timely manner and accepted by the Department of Education.

Browser Support

The latest versions of Microsoft Internet Explorer (IE), Mozilla Firefox, Google Chrome, and Apple Safari are supported for use with Grants.gov. However, these web browsers undergo frequent changes and updates, so we recommend you have the latest version when using Grants.gov. Legacy versions of these web browsers may be functional, but you may experience issues. Grants.gov no longer provides support for Microsoft Internet Explorer 9 or below.

For additional information or updates, please see the Grants.gov Browser information in the Applicant FAQs: <http://www.grants.gov/web/grants/applicants/applicant-faqs.html#browser>.

ATTENTION – Workspace, Adobe Forms and PDF Files

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different web forms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities, refer to: <https://www.grants.gov/web/grants/workspace-overview.html>.

- 1) Create a Workspace: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
- 2) Complete a Workspace: Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission. The Workspace progress bar will display the state of your application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.
 - a. Adobe Reader: If you decide not to apply by filling out web forms you can download individual PDF forms in Workspace. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.
NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at: <https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>.
 - b. Mandatory Fields in Forms: In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.
 - c. Complete SF-424 Fields First: The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and Unique Entity Identifier (UEI) Number. Once it is completed, the information will transfer to the other forms.
- 3) Submit a Workspace: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting

your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

4) **Track a Workspace Submission:** After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

For additional training resources, including video tutorials, refer to <https://www.grants.gov/web/grants/applicants/applicant-training.html>.

Helpful Reminders

1) **REGISTER EARLY** – Grants.gov registration involves many steps including registration on SAM (www.sam.gov), which usually takes approximately 7 to 10 business days, but can take longer depending on the completeness and accuracy of the data entered into the SAM database by an applicant. You may begin working on your application while completing the registration process, but you cannot submit an application until all of the Registration steps are complete. Please note that once your SAM registration is active, it will take 24-48 hours for the information to be available in Grants.gov, and before you can submit an application through Grants.gov. For detailed information on the Registration Steps, please go to: <http://www.grants.gov/web/grants/register.html>. Please note that your organization will need to update its SAM registration annually.

To register in SAM.gov, click on the “Get Started” link under the “Register Your Entity...” heading in SAM.gov. Grantees, and other entities wanting to do business with the U.S. Department of Education (e.g., entities applying for a grant), that are not already registered in SAM.gov must complete the “Register Entity” registration option and NOT the “Get a Unique Entity ID” option. The “Get a Unique Entity ID” option, which is not a full registration, is only available to entities for reporting purposes. Failing to complete the “Register Entity” option may result in loss of funding, loss of applicant eligibility, and/or delays in receiving a grant award. Information about SAM is available at www.SAM.gov. To further assist you with registering in SAM or updating your existing SAM registration, see the Quick Start Guide for Grant Registrations and the Entity Registration Video at <https://sam.gov/content/entity-registration>.

2) **SUBMIT EARLY – We strongly recommend that you do not wait until the last day to submit your application. Grants.gov will put a date/time stamp on your application and then process it after it is fully uploaded.** The time it takes to upload an application will vary depending on a number of factors including the size of the application and the speed of your Internet connection, and the time it takes Grants.gov to process the application will vary as well. If Grants.gov rejects your application (see step three below), you will need to resubmit successfully to Grants.gov before 11:59:59 p.m. Eastern Time on the deadline date.

You must provide the UEI on your application that was used when you registered as an Authorized Organization Representative (AOR) on Grants.gov. This UEI is assigned to your organization in SAM at the time your organization registers in SAM. If you do not enter the UEI assigned by SAM on your application, Grants.gov will reject your application.

3) **VERIFY SUBMISSION IS OK** – You will want to verify that Grants.gov received your application submission on time and that it was validated successfully. To see the date/time your application was received, login to Grants.gov and click on the Track My Application link. For a successful submission, the date/time received should be earlier than 11:59:59 p.m. Eastern Time, on the deadline date, AND the application status should be: Validated, Received by Agency, or Agency Tracking Number Assigned. Once the Department of Education receives your application from Grants.gov, an Agency Tracking Number (PR/award number) will be assigned to your application and will be available for viewing on Grants.gov’s Track My Application link.

If the date/time received is later than 11:59:59 p.m. Eastern Time, on the deadline date, your application is late. If your application has a status of “Received” it is still awaiting validation by Grants.gov. Once validation is complete, the status will either change to “Validated” or “Rejected with Errors.” If the status is “Rejected with Errors,” your application has not been received successfully. Some of the reasons Grants.gov may reject an application can be found on the Grants.gov site:

<http://www.grants.gov/web/grants/applicants/encountering-error-messages.html>. For more detailed information on troubleshooting Adobe errors, you can review the Adobe Reader Software Tip Sheet at: <http://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>. If you discover your application is late or has been rejected, please see the instructions below. Note: You will receive a series of confirmations both online and via e-mail about the status of your application. Please do not rely solely on e-mail to confirm whether your application has been received timely and validated successfully.

- **Submission Problems – What should you do?**

If you have problems submitting to Grants.gov before the closing date, please contact Grants.gov Customer Support at 1-800-518-4726 or email at: support@grants.gov or access the Grants.gov Self-Service Knowledge Base web portal at: <https://grants-portal.psc.gov/Welcome.aspx?pt=Grants>.

We discourage paper applications, but if electronic submission is not possible (for example, because you do not have access to the internet), (1) you must provide a prior written notification that you intend to submit a paper application and (2) your paper application must be postmarked by the application deadline date. If you submit your prior written notification by email, it must be received by the Department no later than 14 calendar days before the application deadline date. If you mail your notification to the Department, it must be postmarked no later than 14 calendar days before the application deadline date. (For detailed instructions regarding this procedure, see the Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the Federal Register on December 7, 2022 and available at <https://www.federalregister.gov/d/2022-26554>.)

- **Helpful Hints When Working with Grants.gov**

Please go to <http://www.grants.gov/web/grants/support.html> for help with Grants.gov. For additional tips related to submitting grant applications, please refer to the Grants.gov Applicant FAQs found at this Grants.gov link: <http://www.grants.gov/web/grants/applicants/applicant-faqs.html> as well as additional information on Workspace at [https://www.grants.gov/web/grants/applicants/applicant-faqs.html#workspace](http://www.grants.gov/web/grants/applicants/applicant-faqs.html#workspace).

- **Slow Internet Connections**

When using a slow internet connection, such as a dial-up connection, to upload and submit your application, it can take significantly longer than when you are connected to the Internet with a high-speed connection, e.g., cable modem/DSL/T1. While times will vary depending upon the size of your application, it can take a few minutes to a few hours to complete your grant submission using a dial up connection. Failure to fully upload an application by the deadline date and time will result in your application being marked late in the G5 system. **If you do not have access to a high-speed internet connection, you may want to consider following the instructions in the Federal Register notice to obtain an exception to the electronic submission requirement no later than 14 calendar days before the application deadline date. (See the Federal Register notice for detailed instructions and the 2022 Common Instructions.)**

- **Attaching Files – Additional Tips**

Please note the following tips related to attaching files to your application:

- When you submit your application electronically, you must upload any narrative sections and all other attachments to your application as files in either Portable Document Format (PDF) or Microsoft Word. Although applicants have the option of uploading any narrative sections and all other attachments to their application in either PDF or Microsoft Word, we **recommend** applicants submit all documents as read-only

flattened PDFs, meaning any fillable PDF files must be saved and submitted as non-fillable PDF files and not as interactive or fillable PDF files, to better ensure applications are processed in a more timely, accurate, and efficient manner.

- Grants.gov cannot process an application that includes two or more files that have the same name within a grant submission. Therefore, each file uploaded to your application package should have a unique file name.
- When attaching files, applicants should follow the guidelines established by Grants.gov on the size and content of file names. Uploaded file names must be fewer than 50 characters, and, in general, applicants should not use any special characters. However, Grants.gov does allow for the following UTF-8 characters when naming your attachments: A-Z, a-z, 0-9, underscore, hyphen, space, period, parenthesis, curly braces, square brackets, ampersand, tilde, exclamation point, comma, semi colon, apostrophe, at sign, number sign, dollar sign, percent sign, plus sign, and equal sign. Applications submitted that do not comply with the Grants.gov guidelines will be rejected at Grants.gov and not forwarded to the Department.
- Applicants should limit the size of their file attachments. Documents submitted that contain graphics and/or scanned material often greatly increase the size of the file attachments and can result in difficulties opening the files. For reference, the average discretionary grant application package with all attachments is less than 5 MB. Therefore, you may want to check the total size of your package before submission.

APPLICATION TRANSMITTAL INSTRUCTIONS

ATTENTION ELECTRONIC APPLICANTS: Please note that you must follow the Application Procedures as described in the Notice announcing the grant competition.

This program requires the electronic submission of applications; specific requirements and waiver instructions can be found in the Notice.

According to the instructions found in the Notice, those requesting and qualifying for an exception to the electronic submission requirement may submit an application by mail, commercial carrier or by hand delivery.

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

Applications Submitted Electronically

You must submit your grant application through the Internet using the software provided on the Grants.gov website (<http://www.grants.gov>) by 11:59:59 p.m. (Eastern Time) on or before the deadline date.

If you submit your application through the Internet via the Grants.gov website, you will receive an automatic acknowledgement when we receive your application.

For more information on using Grants.gov, please refer to the Notice that was published in the Federal Register or visit <http://www.grants.gov>.

Other Submission Instructions

For detailed instructions on applications sent by mail or delivery, please review the Common Instructions for Applicants to Department of Education Discretionary Grant Programs Notice, published in the Federal Register on December 7, 2022 (87 FR 75045), and available at: www.federalregister.gov/d/2022-26554.

Late Applications

If your application is late, we will notify you that we will not consider the application.

NOTICE INVITING APPLICATIONS

4000-01-U

DEPARTMENT OF EDUCATION

Applications for New Awards; Graduate Assistance in Areas of National Need (GAANN)

AGENCY: Office of Postsecondary Education, Department of Education.

ACTION: Notice.

SUMMARY: The Department of Education (Department) is issuing a notice inviting applications for new awards for fiscal year (FY) 2024 for the Graduate Assistance in Areas of National Need (GAANN) Program, Assistance Listing Number 84.200A. This notice relates to the approved information collection under OMB control number 1840-0604.

DATES:

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

Deadline for Transmittal of Applications: [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

Deadline for Intergovernmental Review: [INSERT DATE 120 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

ADDRESSES: For the addresses for obtaining and submitting an application, please refer to our Common Instructions for

Applicants to Department of Education Discretionary Grant Programs, published in the *Federal Register* on December 7, 2022 (87 FR 75045) and available at www.federalregister.gov/d/2022-26554. Please note that these Common Instructions supersede the version published on December 27, 2021.

FOR FURTHER INFORMATION CONTACT: Rebecca Ell, U.S. Department of Education, 400 Maryland Avenue, SW, 5th floor, Washington, DC 20202-4260. Telephone: (202) 453-6348. Email: OPE_GAANN_Program@ed.gov; or ReShone Moore, Ph.D., U.S. Department of Education, 400 Maryland Avenue, SW, 5th floor, Washington, DC 20202-4260. Telephone (202) 453-7624. Email: reshone.moore@ed.gov.

If you are deaf, hard of hearing, or have a speech disability and wish to access telecommunications relay services, please dial 7-1-1.

SUPPLEMENTARY INFORMATION:

Full Text of Announcement

1. Funding Opportunity Description

Purpose of Program: The GAANN Program provides grants to academic departments and programs of institutions of higher education (IHEs) to support graduate fellowships for students with excellent academic records in their previous programs of study who demonstrate financial need and plan to pursue the

highest degree available in their course of study at the institution.

Priorities: This notice contains one absolute priority, two competitive preference priorities, and one invitational priority. In accordance with 34 CFR 75.105(b)(2)(ii), the absolute priority is from the regulations for this program (34 CFR 648.33(a) and Appendix to part 648--Academic Areas). Please note that the codes next to selected academic areas under the absolute priority are from the Appendix to part 648--Academic Areas of the program regulations and can be found in the application booklet as well as at www.ecfr.gov/cgi-bin/text-idx?

SID=f8ad0cf4f75cd9841b2bc1adb98c5739&mc=true&node=pt34.3.648&rgn=div5. The first competitive preference priority is from the notice of final administrative priorities for discretionary grant programs published in the *Federal Register* on March 9, 2020 (85 FR 13640) (Administrative Priorities). The second competitive preference priority is from the Secretary's Supplemental Priorities and Definitions for Discretionary Grant Programs, published in the *Federal Register* on December 10, 2021 (86 FR 70612) (Supplemental Priorities).

Note: Applicants must include in the one-page abstract submitted with the application a statement indicating which, if any, competitive preference priorities or invitational priority is addressed.

Absolute Priority: For FY 2024 and any subsequent year in which we make awards from the list of unfunded applications from this competition, this priority is an absolute priority. Under 34 CFR 75.105(c)(3), we consider only applications that meet this priority.

The absolute priority is:

Graduate Assistance in Areas of National Need.

A project must provide fellowships in one or more of the following areas of national need.

For the following academic areas, the project must provide fellowships for programs that lead either to a master's degree or a doctoral degree, whichever is the highest degree awarded in the area of need at the institution.

- #11 - Computer and Information Sciences (11)

 11.01 Computer and Information Sciences, General

 11.02 Computer Programming

 11.04 Information Sciences and Systems

 11.05 Computer Systems Analysis

 11.07 Computer Science

- #13 - Education

 13.02 Bilingual/Bicultural Education

 13.10 Special Education

 13.11 Student Counseling and Personnel Services

13.14 Teaching English as a Second Language/Foreign Language

- #14 - Engineering

- 14.01 Engineering, General

- 14.02 Aerospace, Aeronautical, and Astronautical Engineering

- 14.03 Agricultural Engineering

- 14.04 Architectural Engineering

- 14.05 Bioengineering and Biomedical Engineering

- 14.06 Ceramic Sciences and Engineering

- 14.07 Chemical Engineering

- 14.08 Civil Engineering

- 14.09 Computer Engineering

- 14.10 Electrical, Electronic, and Communications Engineering

- 14.11 Engineering Mechanics

- 14.12 Engineering Physics

- 14.13 Engineering Science

- 14.14 Environmental/Environmental Health Engineering

- 14.15 Geological Engineering

- 14.16 Geophysical Engineering

- 14.17 Industrial/Manufacturing Engineering

- 14.18 Materials Engineering

- 14.19 Mechanical Engineering

- 14.20 Metallurgical Engineering
- 14.21 Mining and Mineral Engineering
- 14.22 Naval Architecture and Marine Engineering
- 14.23 Nuclear Engineering
- 14.24 Ocean Engineering
- 14.25 Petroleum Engineering
- 14.27 Systems Engineering
- 14.28 Textile Sciences and Engineering
- 14.29 Engineering Design
- 14.30 Engineering/Industrial Management
- 14.31 Materials Science
- 14.32 Polymer/Plastics Engineering
- #26 - Biological Sciences/Life Sciences
 - 26.01 Biology, General
 - 26.02 Biochemistry and Biophysics
 - 26.03 Botany
 - 26.04 Cell and Molecular Biology
 - 26.05 Microbiology/Bacteriology
 - 26.06 Miscellaneous Biological Specializations
 - 26.07 Zoology
- #27 - Mathematics
 - 27.01 Mathematics
 - 27.03 Applied Mathematics
 - 27.05 Mathematic Statistics

- #40 - Physical Sciences

40.01 Physical Sciences, General

40.02 Astronomy

40.03 Astrophysics

40.04 Atmospheric Sciences and Meteorology

40.05 Chemistry

40.06 Geological and Related Sciences

40.07 Miscellaneous Physical Sciences

40.08 Physics

- #42 - Psychology

42.01 Psychology

42.02 Clinical Psychology

42.03 Cognitive Psychology and Psycholinguistics

42.04 Community Psychology

42.06 Counseling Psychology

42.07 Developmental and Child Psychology

42.08 Experimental Psychology

42.09 Industrial and Organizational Psychology

42.11 Physiological Psychology/Psychobiology

42.16 Social Psychology

42.17 School Psychology

Competitive Preference Priorities: For FY 2024 and any subsequent year in which we make awards from the list of unfunded applications from this competition, these priorities are

competitive preference priorities. Under 34 CFR 75.105(c)(2)(i) we award up to an additional two points to an application that meets these priorities.

These priorities are:

Competitive Preference Priority 1: Applications from New Potential Grantees (1 point).

Under this priority, an applicant must demonstrate that the applicant does not, as of the deadline date for submission of applications, have an active grant, including through membership in a group application submitted in accordance with 34 CFR 75.127–75.129, under the GAANN program.

Note: For the purpose of this priority, the “applicant” is the institution. Institutions with active grants that are applying on behalf of a new academic department cannot receive points for this competitive priority. A grant is 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.

Competitive Preference Priority 2: Promoting Equity in Student Access to Educational Resources and Opportunities (1 point).

Under this priority, an applicant must demonstrate that the project will be implemented by one or more of the following entities:

- (1) Historically Black colleges and universities (as defined in this notice).
- (2) Tribal Colleges and Universities (as defined in this notice).
- (3) Minority-serving institutions (as defined in this notice).

Invitational Priority: For FY 2024 and any subsequent year in which we make awards from the list of unfunded applications from this competition, this priority is an invitational priority. Under 34 CFR 75.105(c)(1), we do not give an application that meets this invitational priority a competitive or absolute preference over other applications.

This priority is:

Projects designed to increase the number of low-income students in graduate fellowships.

Projects should include plans to identify, recruit, and retain students who are low-income.

For purpose of this priority, the term "low-income student" means a student who would otherwise be eligible to receive a Maximum Pell Grant for the award year in which the determination is made, except that the student is enrolled in graduate study. See criteria for Maximum Pell Grant eligibility in the Student

Aid Index (SAI) and Pell Grant Eligibility section of the 2024-2025 Federal Student Aid Handbook.¹

Definitions: The following definition of "financial need" is from 34 CFR 648.9. The definitions of "Historically Black Colleges and Universities," "Minority-Serving Institution," and "Tribal College and University" are from the Supplemental Priorities.

Financial need means the fellow's financial need as determined under title IV, part F, of the HEA for the period of the fellow's enrollment in the approved academic field of study for which the fellowship was awarded.

Historically Black colleges and universities means colleges and universities that meet the criteria set out in 34 CFR 608.2.

Minority-serving institution means an institution that is eligible to receive assistance under sections 316 through 320 of part A of title III, under part B of title III, or under title V of the HEA.

Tribal College or University has the meaning ascribed it in section 316(b)(3) of the HEA._

Program Authority: 20 U.S.C. 1135-1135e.

¹ <https://fsapartners.ed.gov/knowledge-center/fsa-handbook/2024-2025/application-and-verification-guide/ch3-student-aid-index-sai-and-pell-grant-eligibility#:~:text=Minimum%20Pell%20Grant%20Eligibility%20Criteria>.

Note: Projects will be awarded and must be operated in a manner consistent with the nondiscrimination requirements contained in Federal civil rights laws.

Applicable Regulations: (a) The Education Department General Administrative Regulations in 34 CFR parts 75, 77, 79, 82, 84, 86, 97, 98, and 99. (b) The Office of Management and Budget Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR part 180, as adopted and amended as regulations of the Department in 2 CFR part 3485. (c) The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended as regulations of the Department in 2 CFR part 3474. (d) The regulations for this program in 34 CFR part 648. (e) The Administrative Priorities. (f) The Supplemental Priorities.

Note: The open licensing requirement in 2 CFR 3474.20 does not apply to this program.

II. Award Information

Type of Award: Discretionary grants, including funds redistributed as graduate fellowships to individual fellows.

Estimated Available Funds: The Administration has requested \$23,547,000 for the Graduate Assistance in Areas of National Need Program for FY 2024, of which we intend to use approximately \$20,479,535 for new awards. 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.

Contingent upon the availability of funds and the quality of applications, we may make additional awards in subsequent years from the list of unfunded applications from this competition.

Estimated Range of Awards: \$112,102 - \$448,408 based on an average of 2 to 8 federally funded fellowships.

Minimum and Maximum Award: The amount of a grant to an academic department may not be less than \$100,000 and may not be more than \$750,000 in a fiscal year (648.5(a)).

Estimated Average Size of Awards: \$336,306 based on an average of 6 Federal GAANN fellowships requested per grant application.

Estimated Number of Awards: 60.

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

Project Period: Up to 36 months.

Stipend Level: For the 2024-25 academic year, the institution must pay the fellow a stipend at a level of support equal to that provided by the National Science Foundation Graduate Research Fellowship Program (<https://www.nsfgrfp.org/>), except this amount must be adjusted as necessary so as not to exceed the fellow's demonstrated level of financial need as stated under part F of title IV of the Higher Education Act of 1965, as amended.

Institutional Payment: For the 2024-25 academic year, the estimated institutional payment is \$19,051 per fellow. This amount was determined by adjusting the previous academic year's institutional payment of \$18,266 per fellow by the U.S. Department of Labor's Consumer Price Index (CPI) for the 2023 calendar year. The final institutional payment amount is subject to change, based on the 2023 CPI in the Fiscal Year 2025 President's Budget Request.

Note: The institutional payment must be reduced by the amount the institution charges and collects from a fellowship recipient for tuition and other expenses as part of the recipient's instructional program. (34 CFR 648.52(b)).

III. Eligibility Information

1. *Eligible Applicants:*

(a) Any academic department of an IHE that provides a course of study that--(i) Leads to a graduate degree in an area of national need; and (ii) Has been in existence for at least four years at the time of an application for a grant under this competition.

(b) Eligible applicants may apply alone or in partnership with one or more eligible nondegree granting institutions that have formal arrangements for the support of doctoral dissertation research.

Note: A formal arrangement under paragraph (b) is a written agreement between a degree-granting institution and an eligible nondegree granting institution whereby the degree-granting institution accepts students from the eligible nondegree granting institution as doctoral degree candidates with the intention of awarding these students doctorates in an area of national need.

Note: A school or department of divinity is not eligible for a grant.

Note: Students are not eligible to apply for grants under this program.

2. a. *Cost Sharing or Matching:* An institution must provide, from non-Federal funds, an institutional matching contribution equal to at least 25 percent of the grant amount received. (See 34 CFR 648.7.)

b. *Supplement-Not-Supplant:* This competition involves supplement-not-supplant funding requirements.

(See 34 CFR 648.20(b)(5).)

c. *Administrative Cost Limitation:* Under 34 CFR 648.64, neither grant funds nor institutional matching funds may be used to pay for general operational overhead costs of the academic department.

3. *Subgrantees:* A grantee under this competition may not award subgrants to entities to directly carry out project activities described in its application.

4. *Other*: For requirements relating to selecting fellows, see 34 CFR 648.40.

IV. Application and Submission Information

1. *Application Submission Instructions*: Applicants are required to follow the Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the *Federal Register* on December 7, 2022 (87 FR 75045), and available at www.federalregister.gov/d/2022-26554, which contain requirements and information on how to submit an application. Please note that these Common Instructions supersede the version published on December 27, 2021.

2. *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.

3. *Funding Restrictions*: We specify unallowable costs in 34 CFR 648.64. We reference additional regulations outlining funding restrictions in the *Applicable Regulations* section of this notice.

4. *Recommended Page Limit*: Applications that do not follow the page limit and formatting recommendations will not be penalized. The application narrative is where you, the applicant, address the selection criteria that reviewers use

to evaluate your application. We recommend the following limits and standards:

- A project narrative in a single discipline or for an interdisciplinary course of study should be limited to no more than 40 pages.
- A project narrative for a multidisciplinary project should be limited to no more than 40 pages for each academic department.
- 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.
- Limit appendices to the following: two-page version of a curriculum vitae, per faculty member; a course listing; letters of commitment showing institutional support; a bibliography; and one additional optional appendix relevant to the support of the proposal, recommended not to exceed five pages.

The recommended page limit does not apply to the cover sheet (Application for Federal Assistance (SF 424) and the Department of Education Supplemental Information for the SF 424 form, the one-page abstract; the GAANN Statutory Assurances Form; the GAANN Budget Spreadsheet(s) Form; the Appendices; the Assurances and Certifications; or an optional two-page table of content. However, the recommended page limit does apply to all of the application narrative.

V. Application Review Information

1. *Selection Criteria:* The selection criteria for this program are from 34 CFR 648.31. The points assigned to each criterion are indicated in the parentheses next to the criterion. An applicant may earn up to a total of 100 points based on the selection criteria for the application. An applicant that also chooses to address the competitive preference priorities can earn up to 102 total points.

(a) *Meeting the purposes of the program* (up to 7 points).

The Secretary reviews each application to determine how well the project will meet the purposes of the program, including the extent to which--

(1) The applicant's general and specific objectives for the project are realistic and measurable;

(2) The applicant's objectives for the project seek to sustain and enhance the capacity for teaching and research at the institution and at State, regional, or national levels;

(3) The applicant's objectives seek to institute policies and procedures to ensure the enrollment of talented graduate students from traditionally underrepresented backgrounds; and

(4) The applicant's objectives seek to institute policies and procedures to ensure that it will award fellowships to individuals who satisfy the requirements of 34 CFR 648.40.

(b) *Extent of need for the project* (up to 5 points). The Secretary considers the extent to which a grant under the program is needed by the academic department by considering--

(1) How the applicant identified the problems that form the specific needs of the project;

(2) The specific problems to be resolved by successful realization of the goals and objectives of the project; and

(3) How increasing the number of fellowships will meet the specific and general objectives of the project.

(c) *Quality of the graduate academic program* (up to 20 points). The Secretary reviews each application to determine the quality of the current graduate academic program for which project funding is sought, including--

(1) The course offerings and academic requirements for the graduate program;

(2) The qualifications of the faculty, including education, research interest, publications, teaching ability, and accessibility to graduate students;

(3) The focus and capacity for research; and

(4) Any other evidence the applicant deems appropriate to demonstrate the quality of its academic program.

(d) *Quality of the supervised teaching experience* (up to 10 points). The Secretary reviews each application to determine the quality of the teaching experience the applicant plans to provide fellows under this program, including the extent to which the project--

(1) Provides each fellow with the required supervised training in instruction;

(2) Provides adequate instruction on effective teaching techniques;

(3) Provides extensive supervision of each fellow's teaching performance; and

(4) Provides adequate and appropriate evaluation of the fellow's teaching performance.

(e) *Recruitment plan* (up to 5 points). The Secretary reviews each application to determine the quality of the applicant's recruitment plan, including--

(1) How the applicant plans to identify, recruit, and retain students from traditionally underrepresented backgrounds in the academic program for which fellowships are sought;

(2) How the applicant plans to identify eligible students for fellowships;

(3) The past success of the academic department in enrolling talented graduate students from traditionally underrepresented backgrounds; and

(4) The past success of the academic department in enrolling talented graduate students for its academic program.

(f) *Project administration* (up to 8 points). The Secretary reviews the quality of the proposed project administration, including--

(1) How the applicant will select fellows, including how the applicant will ensure that project participants who are otherwise eligible to participate are selected without regard to race, color, national origin, religion, gender, age, or disabling condition;

(2) How the applicant proposes to monitor whether a fellow is making satisfactory progress toward the degree for which the fellowship has been awarded;

(3) How the applicant proposes to identify and meet the academic needs of fellows;

(4) How the applicant proposes to maintain enrollment of graduate students from traditionally underrepresented backgrounds; and

(5) The extent to which the policies and procedures the applicant proposes to institute for administering the project are likely to ensure efficient and effective project implementation, including assistance to and oversight of the project director.

(g) *Institutional commitment* (up to 15 points). The Secretary reviews each application for evidence that--

(1) The applicant will provide, from any funds available to it, sufficient funds to support the financial needs of the fellows if the funds made available under the program are insufficient;

(2) The institution's social and academic environment is supportive of the academic success of students from traditionally underrepresented backgrounds on the applicant's campus;

(3) Students receiving fellowships under this program will receive stipend support for the time necessary to complete their courses of study, but in no case longer than five years; and

(4) The applicant demonstrates a financial commitment, including the nature and amount of the institutional matching contribution, and other institutional commitments that are likely to ensure the continuation of project activities for a

significant period of time following the period in which the project receives Federal financial assistance.

(h) *Quality of key personnel* (up to 5 points). The Secretary reviews each application to determine the quality of key personnel the applicant plans to use on the project, including--

- (1) The qualifications of the project director;
- (2) The qualifications of other key personnel to be used in the project;
- (3) The time commitment of key personnel, including the project director, to the project; and
- (4) How the applicant, as part of its nondiscriminatory employment practices, will ensure that its personnel are selected without regard to race, color, national origin, religion, gender, age, or disabling condition, except pursuant to a lawful affirmative action plan.

(i) *Budget* (up to 5 points). The Secretary reviews each application to determine the extent to which--

- (1) The applicant shows a clear understanding of the acceptable uses of program funds; and
- (2) The costs of the project are reasonable in relation to the objectives of the project.

(j) *Evaluation plan* (up to 15 points). The Secretary reviews each application to determine the quality of the

evaluation plan for the project, including the extent to which the applicant's methods of evaluation--

- (1) Relate to the specific goals and measurable objectives of the project;
- (2) Assess the effect of the project on the students receiving fellowships under this program, including the effect on persons of different racial and ethnic backgrounds, genders, and ages, and on persons with disabilities who are served by the project;
- (3) List both process and product evaluation questions for each project activity and outcome, including those of the management plan;
- (4) Describe both the process and product evaluation measures for each project activity and outcome;
- (5) Describe the data collection procedures, instruments, and schedules for effective data collection;
- (6) Describe how the applicant will analyze and report the data so that it can make adjustments and improvements on a regular basis; and
- (7) Include a time-line chart that relates key evaluation processes and benchmarks to other project component processes and benchmarks.

(k) *Adequacy of resources* (up to 5 points). The Secretary reviews each application to determine the adequacy of the

resources that the applicant makes available to graduate students receiving fellowships under this program, including facilities, equipment, and supplies.

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 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 (34 CFR 100.4, 104.5, 106.4, 108.8, and 110.23).

For this competition, a panel of non-Federal reviewers will review each application in accordance with the selection criteria in 34 CFR 648.31. The individual scores of the reviewers will be added and the sum divided by the number of reviewers to determine the peer review score received in the review process. Additional

factors we consider in selecting an application for an award are in 34 CFR 648.32.

Tiebreaker: If there is more than one application with the same score and insufficient funds to fund all the applications with the same ranking, the Department will apply the following procedure to determine which application or applications will receive an award:

First Tiebreaker: The first tiebreaker will be an institution that has not received an award in this competition. If a tie remains, the second tiebreaker will be utilized. If this first tie-breaker provision exhausts available funds, then no further action is taken.

Second Tiebreaker: The second tiebreaker will be the highest average score for the selection criterion 34 CFR 648.31(e), "Recruitment Plan.

3. *Risk Assessment and Specific Conditions:* Consistent with 2 CFR 200.206, before awarding grants under this program the Department conducts a review of the risks posed by applicants. Under 2 CFR 200.208, the Secretary may impose specific conditions and, under 2 CFR 3474.10, in appropriate circumstances, high-risk 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 2 CFR part 200, subpart D; has not fulfilled the conditions of a prior grant; or is otherwise not responsible.

4. *Integrity and Performance System:* If you are selected under this competition to receive an award that over the course of the project period may exceed the simplified acquisition threshold (currently \$250,000), under 2 CFR 200.206(a)(2) we must make a judgment about your integrity, business ethics, and record of performance under Federal awards--that is, the risk posed by you as an applicant--before we make an award. In doing so, we must consider any information about you that is in the integrity and performance system (currently referred to as the Federal Awardee Performance and Integrity Information System (FAPIIS)), accessible through the System for Award Management. You may review and comment on any information about yourself that a Federal agency previously entered and that is currently in FAPIIS.

Please note that, if the total value of your currently active grants, cooperative agreements, and procurement contracts from the Federal Government exceeds \$10,000,000, the reporting requirements in 2 CFR part 200, Appendix XII, require you to report certain integrity information to FAPIIS semiannually. Please review the requirements in 2 CFR part 200, Appendix XII, if this grant plus all the other Federal funds you receive exceed \$10,000,000.

5. *In General:* In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Department will review and consider applications for funding pursuant to this notice inviting applications in accordance with:

(a) Selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR 200.205);

(b) Prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115–232) (2 CFR 200.216);

(c) Providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR 200.322); and

(d) Terminating agreements in whole or in part to the greatest extent authorized by law if an award no longer effectuates the program goals or agency priorities (2 CFR 200.340).

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); or we may send you an email containing a link to access an electronic version of your 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. *Open Licensing Requirements:* The open licensing requirement in 2 CFR 3474.20 does not apply to this program.

4. *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 multiyear 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 www.ed.gov/fund/grant/apply/appforms/appforms.html.

(c) Grantees will be required to submit a supplement to the Final Performance Report two years after the expiration of their GAANN grant. The purpose of this supplement is to identify and report the educational and employment outcome of each GAANN fellow.

5. *Performance Measures:* The following performance measures will be used by the Department in assessing the performance of the GAANN Program and for Department reporting under 34 CFR 75.110:

- (1) The percentage of GAANN fellows completing the terminal degree in the designated areas of national need.
- (2) The median time to completion of master's and doctoral degrees for GAANN fellows.
- (3) The percentage of GAANN fellows who have placements in faculty or professional positions in the area of their studies within one year of completing the degree.

(4) The cost per successful outcome, where success is defined as terminal program graduate completion.

If funded, you will be required to collect and report data in your project's annual performance report (34 CFR 75.590) on those measures and steps taken toward improving performance toward those outcomes. Consequently, applicants are advised to include these outcome measures in conceptualizing the design, implementation, and evaluation of their proposed projects. These outcome measures should be included in the project evaluation plan, in addition to measures of your progress toward the goals and objectives specific to your project.

All grantees will be expected to submit an annual performance report documenting their success in addressing these performance measures.

6. *Continuation Awards:* In making a continuation award under 34 CFR 75.253, the Secretary considers, among other things: whether a grantee has made substantial progress in achieving the goals and objectives of the project; whether the grantee has expended funds in a manner that is consistent with its approved application and budget; and, if the Secretary has established performance measurement requirements, whether the grantee has made substantial progress in achieving the performance targets in the grantee's approved application.

In making a continuation award, 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. Other Information

Accessible Format: On request to the program contact persons listed under FOR FURTHER INFORMATION CONTACT, individuals with disabilities can obtain this document and a copy of the application package in an accessible format. The Department will provide the requestor with an accessible format that may include Rich Text Format (RTF) or text format (txt), a thumb drive, an MP3 file, braille, large print, audiotape, or compact disc, or other accessible format.

Electronic Access to This Document: The official version of this document is the document published in the *Federal Register*. You may access the official edition of the *Federal Register* and the Code of Federal Regulations at www.govinfo.gov. At this site you can view this document, as well as all other documents of this Department published in the *Federal Register*, in text or Portable Document Format (PDF). To use PDF you must have Adobe Acrobat Reader, which is available free at the site.

You may also access documents of the Department published in the *Federal Register* by using the article search feature at www.federalregister.gov. Specifically, through the advanced search feature at this site, you can limit your search to documents published by the Department.

Dated:

Nasser H. Paydar,
Assistant Secretary
for Postsecondary Education.

GAANN AUTHORIZING STATUTE

Title VII, Part A, Subpart 2, Section 711-716 of the Higher Education Act of 1965, as amended. This is codified in the U.S. Code at 20 U.S.C 1135-1135e.

The relevant portion of the U.S. Code is available at the following link:

<https://www.govinfo.gov/content/pkg/USCODE-2021-title20/html/USCODE-2021-title20-chap28-subchapVII-partA-subpart2.htm>.

GAANN PROGRAM REGULATIONS

The regulations specific to this program are in the Code of Federal Regulations at 34 C.F.R. Part 648.

The relevant portion of the C.F.R. is available at the following link:

<https://www.ecfr.gov/current/title-34 subtitle-B/ chapter-VI/part-648>.

INTERGOVERNMENTAL REVIEW OF FEDERAL PROGRAMS EXECUTIVE ORDER 12372

This program falls under the rubric of Executive Order 12372 (Intergovernmental Review of Federal Programs) and the regulations in 34 CFR Part 79. One of the objectives of the Executive order is to strengthen federalism--or the distribution of responsibility between localities, States, and the Federal government--by fostering intergovernmental partnerships. This idea includes supporting processes that State or local governments have devised for coordinating and reviewing proposed Federal financial grant applications.

The process for doing this requires grant applicants to contact State Single Points of Contact for information on how this works. Multi-state applicants should follow procedures specific to each state.

Further information about the State Single Point of Contact process and a list of names by State can be found at:

<https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>.

Absent specific State review programs, applicants may submit comments directly to the Department. All recommendations and comments must be mailed or hand-delivered by the date indicated in the actual application notice to the following address: The Secretary, EO 12372--CFDA# [commenter must insert number--including suffix letter, if any], 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.**

PERFORMANCE INDICATORS

The Department of Education has prepared a strategic plan for 2022-2026. This plan reflects the Department's priorities and integrates them with its mission and program authorities and describes how the Department will work to improve education for all children and adults in the U.S. The 2022-2026 plan includes the following five goals:

Goal 1: Promote equity in student access to educational resources, opportunities, and inclusive environments.

Goal 2: Support a diverse and talented educator workforce and professional growth to strengthen student learning.

Goal 3: Meet students' social, emotional, and academic needs.

Goal 4: Increase postsecondary value by focusing on equity-conscious strategies to address access to high-quality institutions, affordability, completion, post-enrollment success, and support for inclusive institutions.

Goal 5: Enhance the Department's internal capacity to optimize the delivery of its mission.

What are the performance indicators for the GAANN Program?

The performance indicators for the GAANN program are part of the Department's plan for meeting Goal 4. The specific goal for the GAANN program is "to increase the number of individuals trained at the highest academic level" in the areas of national need.

The performance indicators for the GAANN program are:

- (1.1) **Graduate school completion:** the percentage of GAANN fellows completing the terminal degree in the designated areas of national need.
- (1.2) **Time to completion:** the median of time to completion of Master's and Doctoral degrees for GAANN students.
- (1.3) **Employment:** the percentage of GAANN fellows who have placements in faculty or professional positions in the area of their studies within one year of completing the degree.
- (1.4) **Efficiency Measure:** the cost per successful outcome, where success is defined as terminal program graduate completion.

How does the Department of Education determine whether performance goals have been met?

An applicant that receives a grant award will be required to submit annual progress reports and a final report as well as a supplement to the final report as a condition of the award. The reports will document the extent to which project goals and objectives are met.

**Instructions for
Completing the
GAANN
Application Package**

ORGANIZATION OF THE APPLICATION PACKAGE

The instructions for completing the GAANN application package have been divided into three parts. Your submitted application should be organized in the same manner as the parts appearing in this section. Please read the instructions carefully in the following pages before preparing and submitting your application.

Part I:

Standard Forms

- Application for Federal Assistance – SF 424
- Department of Education Supplemental Information Form for SF 424

Note:

- Applicants must complete the Application for Federal Assistance SF 424 first because some of the information provided here is automatically inserted into other sections of the Grants.gov application package.
- Do not attach any narratives, supporting files, or application components to the SF 424. Although the form accepts attachments, the Department of Education will only review materials/files attached to the forms listed below.

Part II:

Abstract, Project Narrative, and Program Specific Forms

- ED Abstract Form
- Project Narrative Attachment Form
- Other Attachments Form

The **ED Abstract Form** is where you attach your one-page project abstract.

Note:

- Each application must include an “ED Abstract Form.”
- In addition to a short summary covering the designated area(s) of national need, the abstract should include:

Institution Name:	
Type of Application: (Single/Inter-Disciplinary/Multi-Disciplinary)	
Area of National Need:	
Degree Level of Program of Study (Masters, PSM, or Doctorate):	
Length of Time Degree Program has been in Existence:	
Number of Federally Funded GAANN Fellows Requested (first year):	

The **Project Narrative Attachment Form** includes the narrative sections addressing the program selection criteria that will be used to evaluate applications submitted for this competition. This section has page limit recommendations depending on the type of application you are submitting.

Note: The Budget Narrative will be included in the Project Narrative as part of the Selection Criteria.

The **Other Attachments Form** is where you attach the appendices, referenced in the section “Instructions for Completing the Project Narrative.” You will also include the required GAANN program specific forms: the GAANN Budget Spreadsheet(s) Form and the GAANN Statutory Assurances.

- Attach all Curriculum Vitae (CV) as a single document.
- Attach the following **GAANN Program Specific Forms** to the “Other Attachments Form” in Grants.gov. These Program Specific Forms are found at the end of the application package:

➤ **GAANN Statutory Assurances Form**

Instructions for the GAANN Statutory Assurances Form are covered in the “Program Specific Forms Instructions” section of the application package.

➤ **GAANN Budget Spreadsheet(s) Form**

The GAANN Budget Spreadsheet(s) Form is where the applicant provides budget information for the GAANN Budget Narrative. The applicant must submit the Budget Spreadsheet(s) Form electronically as a separate document and attach the document(s) into the “Other Attachments Form.”

Please note that more detailed instructions for completing and attaching the Budget Spreadsheet(s) Form are covered in the “Program Specific Forms Instructions” section of the application package.

Note: These forms must not be altered in any way.

Part III:

Assurances and Certifications

- GEPA Section 427 Requirement – **This has been updated**
- Disclosure of Lobbying Activities (SF-LLL)
- Grants.gov Lobbying Form (ED form 80-0013)

**** Grants.gov Upload Requirements**:**

Please review the **Grants.gov Submission Procedures and Tips for Applicants** for upload requirements.

PART II:
INSTRUCTIONS FOR COMPLETING THE
ABSTRACT, PROJECT NARRATIVE, APPENDICES

Applications must be submitted electronically via Grants.gov. Please refer to “Grants.gov Submission Procedures and Tips for Applicants” for more information regarding electronic submission requirements.

Before preparing the Project Narrative, the applicant should **read carefully**: the program statute, the Notice, and the program regulations, including Subpart B, §648.20, How does an Institution of Higher Education Apply for a Grant? and Subpart C, §648.30 through §648.33, How Does the Secretary Make an Award?

ABSTRACT INSTRUCTIONS:

The one-page abstract must contain a short summary covering the designated area(s) of national need; in addition, the abstract should include the following information:

Institution Name:	
Type of Application (Single/Inter-Disciplinary/Multi-Disciplinary):	
Area of National Need:	
Degree Level of Program of Study (Masters, PSM, or Doctorate):	
Length of Time Degree Program has been in Existence:	
Number of Federally Funded GAANN Fellows Requested (first year):	

Note:

- The **Number of Federally Funded GAANN Fellows Requested does not** include any matching fellows that your department proposes.

Formatting and Uploading Documents:

The one-page abstract must be attached electronically. Once the document has been saved, the applicant must attach the document to the “ED Abstract Form” section in the Grants.gov system.

The one-page abstract may be single or double spaced. The following format recommendations apply to the abstract:

- A “page” is “8.5x11,” on one side only, with 1” margins.
- Double-space all text in the application project narrative, and single-space titles, headings, footnotes, quotations, references and captions.
- Use an easily readable font such as Times New Roman, Courier, Courier New, or Arial.
- Use a 12-point font.

PROJECT NARRATIVE INSTRUCTIONS:

Selection Criteria:

Address the selection criteria, including all sub-criteria, in sequential order. The selection criteria can also be found in the program regulations, Subpart C, §648.31, What Selection Criteria Does the Secretary Use?

§648.31 What selection criteria does the Secretary use?

The Secretary evaluates an application on the basis of the criteria in this section.

(a) *Meeting the purposes of the program.* (7 Points) The Secretary reviews each application to determine how well the project will meet the purposes of the program, including the extent to which—

- (1) The applicant's general and specific objectives for the project are realistic and measurable;
- (2) The applicant's objectives for the project seek to sustain and enhance the capacity for teaching and research at the institution and at State, regional, or national levels;
- (3) The applicant's objectives seek to institute policies and procedures to ensure the enrollment of talented graduate students from traditionally underrepresented backgrounds; and
- (4) The applicant's objectives seek to institute policies and procedures to ensure that it will award fellowships to individuals who satisfy the requirements of §648.40.

(b) *Extent of need for the project.* (5 Points) The Secretary considers the extent to which a grant under the program is needed by the academic department by considering—

- (1) How the applicant identified the problems that form the specific needs of the project;
- (2) The specific problems to be resolved by successful realization of the goals and objectives of the project; and
- (3) How increasing the number of fellowships will meet the specific and general objectives of the project.

(c) *Quality of the graduate academic program.* (20 Points) The Secretary reviews each application to determine the quality of the current graduate academic program for which project funding is sought, including—

- (1) The course offerings and academic requirements for the graduate program;
- (2) The qualifications of the faculty, including education, research interest, publications, teaching ability, and accessibility to graduate students;
- (3) The focus and capacity for research; and
- (4) Any other evidence the applicant deems appropriate to demonstrate the quality of its academic program.

(d) *Quality of the supervised teaching experience.* (10 Points) The Secretary reviews each application to determine the quality of the teaching experience the applicant plans to provide fellows under this program, including the extent to which the project—

- (1) Provides each fellow with the required supervised training in instruction;
- (2) Provides adequate instruction on effective teaching techniques;
- (3) Provides extensive supervision of each fellow's teaching performance; and

(4) Provides adequate and appropriate evaluation of the fellow's teaching performance.

(e) *Recruitment plan.* (5 Points) The Secretary reviews each application to determine the quality of the applicant's recruitment plan, including—

- (1) How the applicant plans to identify, recruit, and retain students from traditionally underrepresented backgrounds in the academic program for which fellowships are sought;
- (2) How the applicant plans to identify eligible students for fellowships;
- (3) The past success of the academic department in enrolling talented graduate students from traditionally underrepresented backgrounds; and
- (4) The past success of the academic department in enrolling talented graduate students for its academic program.

(f) *Project administration.* (8 Points) The Secretary reviews the quality of the proposed project administration, including—

- (1) How the applicant will select fellows, including how the applicant will ensure that project participants who are otherwise eligible to participate are selected without regard to race, color, national origin, religion, gender, age, or disabling condition;
- (2) How the applicant proposes to monitor whether a fellow is making satisfactory progress toward the degree for which the fellowship has been awarded;
- (3) How the applicant proposes to identify and meet the academic needs of fellows;
- (4) How the applicant proposes to maintain enrollment of graduate students from traditionally underrepresented backgrounds; and
- (5) The extent to which the policies and procedures the applicant proposes to institute for administering the project are likely to ensure efficient and effective project implementation, including assistance to and oversight of the project director.

(g) *Institutional commitment.* (15 Points) The Secretary reviews each application for evidence that—

- (1) The applicant will provide, from any funds available to it, sufficient funds to support the financial needs of the fellows if the funds made available under the program are insufficient;
- (2) The institution's social and academic environment is supportive of the academic success of students from traditionally underrepresented backgrounds on the applicant's campus;
- (3) Students receiving fellowships under this program will receive stipend support for the time necessary to complete their courses of study, but in no case longer than 5 years; and
- (4) The applicant demonstrates a financial commitment, including the nature and amount of the institutional matching contribution, and other institutional commitments that are likely to ensure the continuation of project activities for a significant period of time following the period in which the project receives Federal financial assistance.

(h) *Quality of key personnel.* (5 Points) The Secretary reviews each application to determine the quality of key personnel the applicant plans to use on the project, including—

- (1) The qualifications of the project director;
- (2) The qualifications of other key personnel to be used in the project;
- (3) The time commitment of key personnel, including the project director, to the project; and
- (4) How the applicant, as part of its nondiscriminatory employment practices, will ensure that its personnel are selected without regard to race, color, national origin, religion, gender, age, or disabling condition, except pursuant to a lawful affirmative action plan.

(i) *Budget.* (5 Points) The Secretary reviews each application to determine the extent to which

(1) The applicant shows a clear understanding of the acceptable uses of program funds; and
(2) The costs of the project are reasonable in relation to the objectives of the project.

(j) *Evaluation plan.* (15 Points) The Secretary reviews each application to determine the quality of the evaluation plan for the project, including the extent to which the applicant's methods of evaluation—

- (1) Relate to the specific goals and measurable objectives of the project;
- (2) Assess the effect of the project on the students receiving fellowships under this program, including the effect on persons of different racial and ethnic backgrounds, genders, and ages, and on persons with disabilities who are served by the project;
- (3) List both process and product evaluation questions for each project activity and outcome, including those of the management plan;
- (4) Describe both the process and product evaluation measures for each project activity and outcome;
- (5) Describe the data collection procedures, instruments, and schedules for effective data collection;
- (6) Describe how the applicant will analyze and report the data so that it can make adjustments and improvements on a regular basis; and
- (7) Include a time-line chart that relates key evaluation processes and benchmarks to other project component processes and benchmarks.

(k) *Adequacy of resources.* (5 Points) The Secretary reviews each application to determine the adequacy of the resources that the applicant makes available to graduate students receiving fellowships under this program, including facilities, equipment, and supplies.

Formatting Recommendations:

- A “page” is “8.5x11,” on one side only, with 1” margins.
- Double-space all text in the application project narrative, and single-space titles, headings, footnotes, quotations, references and captions.
- Use an easily readable font such as Times New Roman, Courier, Courier New, or Arial.
- Use a 12-point font.

Project Narrative Page Recommendations:

- Single and Inter-Disciplinary project narratives should be limited to no more than 40 pages.
 - An **inter-disciplinary** application must request funding for a single proposed program of study that involves academic fields in two or more disciplines.
- Multi-disciplinary project narratives, as defined below, should be limited to no more than 40 pages for each academic department included in the proposal.
 - A **multi-disciplinary** application must request funding for two or more academic departments in areas of national need designated as priorities by the Secretary that are **independent** and **unrelated** to one another.

- Applicants must abide by the definition of multi-disciplinary when applying page limits.

Note: Applicants have the option of including a Table of Contents. However, this document should not be longer than two (2) pages. The formatting should be the same as listed above in the “Formatting Recommendations” of the Project Narrative Instructions and does not count toward the recommended Narrative page limit.

APPENDICES:

Appendices are limited to the following:

1. Curriculum Vitae (CV) – recommended no more than two (2) pages per faculty member;
2. Course listing;
3. Letters of commitment;
4. Bibliography; and
5. One additional optional appendix relevant to the support of the proposal, recommended no more than five (5) pages.

GAANN Program Specific Forms (only found in this document, for instructions refer to the GAANN Program Specific Forms instructions section):

6. GAANN Statutory Assurances Form
7. GAANN Budget Spreadsheet(s) Form

Formatting and Uploading Requirements:

There are no additional formatting requirements for the appendices, however, please see each appendix above for any additional information. Each appendix must be attached electronically as a separate document and uploaded to the “Other Attachments Form.”

INSTRUCTIONS FOR STANDARD FORMS

- **Application for Federal Education Assistance (SF 424 Form) Instructions:**
Applicants should read the accompanying directions before filling out this form.
- **Department of Education Supplemental Information for SF 424:**
Applicants should read the accompanying directions before filling out this form.
- **GEPA Section 427 Requirement: ** This has been updated.****
Applicants should read the accompanying directions before filling out this form.
Information on training is noted in the form instructions.
- **Grants.gov Lobbying Form (Formerly ED 80-0013):**
Applicants should refer to the regulations cited in each section of the form to determine the certification to which they are required to attest.
- **Disclosure of Lobbying Activities (SF-LLL):**
Applicants should read the accompanying directions before filling out this form.

To obtain instructions for standard forms included in this application package, please visit:

[**https://www2.ed.gov/fund/grant/apply/appforms/appforms.html.**](https://www2.ed.gov/fund/grant/apply/appforms/appforms.html)

PROGRAM SPECIFIC FORMS INSTRUCTIONS

GAANN Statutory Assurances Form Instructions

This document is available under the “Program Specific Forms” section of the application package.

1. The GAANN Statutory Assurances Form must be signed and dated by the Authorized (Certifying) Official.

Attention:

****Special instructions for attaching the Statutory Assurances****

2. Applicants should copy and paste the form and save the document. **DO NOT MODIFY OR CHANGE THE CONTENTS IN ANY WAY.**
3. The applicant must attach the signed document to the “Other Attachments Form” in the Grants.gov system.

**** Grants.gov Upload Requirements**:**

Please review the ***Grants.gov Submission Procedures and Tips for Applicants*** for upload requirements.

GAANN Budget Spreadsheet(s) Form Instructions

This document is available under the “Program Specific Forms” section of the application package.

Attention:

****Special instructions for attaching the GAANN Budget Spreadsheet(s) Form****

Formatting Requirements

Applicants should copy and paste the spreadsheet and save the document in landscape format.
Do not modify or change the contents in any way.

Once the spreadsheet(s) has been completed, the applicant must attach the document to the “Other Attachments Form” in the Grants.gov system.

**** Grants.gov Upload Requirements**:**

Please review the ***Grants.gov Submission Procedures and Tips for Applicants*** for upload requirements.

Note: The Budget Spreadsheet(s) Form is attached SEPARATELY from the budget narrative, which is attached as part of the Project Narrative.

General Instructions

Prepare Budget information forms for ***all years*** of your proposed project.

- Single discipline or inter-disciplinary applicants need ***only*** complete Sections A and B.
- Inter-disciplinary applicants must fill in Box 1 of Section A with the Classification of Instructional Programs (CIP) code for each academic field of study within that inter-disciplinary program.
- Multi-disciplinary applicants are those requesting funding for two or more academic departments in the areas of national need designated as priorities by the Secretary and must complete Sections A and B for ***each*** discipline for which support is requested. Multi-disciplinary applicants must also provide summary data in Sections C and D.

Note: The program regulation, Sec. 648.5(b), states that in any fiscal year, no academic department may receive more than \$750,000 as an aggregate total of new and continuing grants.

Section A: Fellowship Data for Each Discipline

Complete this section for each discipline or area proposed for your fellowship project.

1. Discipline and CIP code. Enter the national need priority area or discipline and the CIP code listed in the program regulations. List only one discipline or area and one CIP code.

Note: If an applicant is requesting support for an **inter-disciplinary** program, the applicant must list the CIP code for each academic field of study within that inter-disciplinary program under Box 1 of Section A.

If an applicant is requesting support for **multi-disciplinary** programs (two or more academic departments in areas of national need designated as priorities by the Secretary), a separate form (Section A and B) must be completed for each discipline or area.

2. Number of fellowships from Federal funds. Enter the number of fellowships to be supported from Federal funds for the **first year only**.
3. Additional fellowships from institutional matching contributions. Enter the number of additional fellowships that will be supported from institutional matching contributions.

Section B: Federal Funds Requested and Required Institutional Matching Contribution

Note: **Institutional matching contributions must be an amount equal to at least 25 percent of the Federal funds requested each budget period.**

4. Stipends. Enter the dollar amounts of requested Federal funds and non-Federal contributions (institutional matching) for each year of the proposed project. Sum the totals for all the years of the proposed project. **Estimate a stipend of \$TBD per GAANN fellow for each academic year.**
5. Institutional payment. Enter the Federal funds for the institutional payment for each year of the proposed project. Sum the total for all the years of the proposed project. **Estimate an institutional payment of \$TBD per GAANN fellow for each academic year.**
- 6 - 8. Tuition, fees, and other educational costs. Enter the amount of tuition, fees, and other educational costs to be contributed from institutional matching (non-Federal) funds for each year of the proposed project. Sum the totals for all the years of the proposed project.
9. Total. Sum the Federal funds requested and the institutional matching funds to be contributed for each year of the proposed project. Sum the totals for all the years of the proposed project.

Note: **In completing the budget spreadsheet, total Federal funds requested must not be less than \$100,000 or more than \$750,000 in ANY fiscal year.** See GAANN program regulation 648.5(a) and (b). Institutional matching contributions must be an amount equal to at least 25 percent of the Federal funds requested **each** budget period.

10. Total program funds. Enter the total of Federal and institutional (non-Federal) matching funds for each year of the proposed project. Sum the totals for all the years of the proposed project.

Section C: Fellowship Data Summary for Two or More Disciplines

Note: This section applies only to **Multi-disciplinary** applicants.

1. Disciplines and CIP codes. Enter the CIP codes for each academic department included in the application. The data entered must be consistent with entries in all the Section A and B forms completed for each single discipline.
2. Total number of fellowships from Federal funds. Enter the total number of fellowships for each academic department to be supported from Federal funds.
3. Total additional fellowships from institutional matching contributions. Enter the total number of additional fellowships that will be supported by institutional matching contributions.

Section D: Summary of Federal Funds Requested and Required Institutional Matching Contributions

Note: This section applies only to **Multi-disciplinary** applicants.

Use this section to summarize all requested allowable costs for all disciplines for all the years of the proposed project. Sum all totals. See the instructions for Section C.

PROGRAM

SPECIFIC

FORMS

GRADUATE ASSISTANCE IN AREAS OF NATIONAL NEED PROGRAM

STATUTORY ASSURANCES

NOTE: Do not modify or amend this page. Copy, save in PDF format and attach to the "Other Attachments Form."

This form must be signed by the official who has authority to commit the organization to accept Federal funds and submitted with the application.

1. From the funds received under this program, the applicant will make commitments to graduate students at any point of their graduate study to provide stipends for the length of time necessary for the student to complete the course of graduate study, but in no case longer than five years. No such commitments will be made to students under this program unless the applicant has determined that adequate funds are available to fulfill the commitment from either funds received or anticipated under this program, or from institutional funds. In the event that funds made available to the academic department under the program are insufficient to provide the assistance due a student under the commitment entered into between the academic department and the student, the academic department will endeavor, from any funds available to it, to fulfill the commitment to the student.
2. For a fellowship initially awarded for the academic year 1998-99, or any succeeding academic year, the applicant will ensure that a stipend paid a fellow will be at a level of support equal to that provided by the National Science Foundation graduate fellowships, as of 2024, except that such amounts shall be adjusted as necessary so as not to exceed the fellow's demonstrated level of financial need.
3. The applicant will ensure that no student shall receive an award except during periods in which such student is maintaining satisfactory progress in, and devoting essentially full time to, study or research in the field in which such fellowship was awarded, or if the student is engaging in gainful employment other than part-time employment involved in teaching, research, or similar activities determined by the institution to be in support of the student's progress toward a degree.
4. The applicant will ensure that it will provide, from other non-Federal funds, for the purposes of the fellowship program under this part an amount equal to at least 25 percent of the amount of the grant received under this part.
5. The applicant will ensure that Federal funds or institutional matching contributions made available under this part for any fiscal year will be used to supplement and, to the extent practical, increase the funds that would otherwise be made available for the purpose of this part and in no case to supplant those funds.
6. The applicant will ensure that the academic department will provide at least one year of supervised training in instruction in accordance with §648.61 of the program regulations.

Signature of Authorized Certifying Official

Date

Form Approved
 OMB No: 1840-0604
 Exp. xx/xx/yyyy

GRADUATE ASSISTANCE IN AREAS OF NATIONAL NEED (GAANN) FELLOWSHIP PROGRAM								
PART II.- BUDGET INFORMATION								
SECTION A: FELLOWSHIP DATA FOR EACH SINGLE DISCIPLINE								
1. Discipline: CIP Code:	2. Number of fellowships from Federal funds (first year only):			3. Additional fellowships from institutional matching contributions:				
SECTION B: FEDERAL FUNDS REQUESTED AND REQUIRED INSTITUTIONAL MATCHING CONTRIBUTIONS								
	1st Year		2nd Year		3rd Year		Total	
Allowable Cost Categories	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal
4. Stipends	\$	\$	\$	\$	\$	\$	\$	\$
5. Institutional Payment	\$		\$		\$		\$	
6. Tuition		\$		\$		\$		\$
7. Fees		\$		\$		\$		\$
8. Other Educational Costs		\$		\$		\$		\$
9. Total	\$	\$	\$	\$	\$	\$	\$	\$
10. Total Program Funds (Federal + Non-Federal)	\$		\$		\$		\$	
Note: Please refer to 34 CFR Part 648 Subpart F-- What are the Administrative Responsibilities of the Institution for budget information. (Federal funds remaining at the end of the current budget period will be carried over into the next budget period. The total amount of the next budget period may be reduced by the amount carried over).								
NOTE: DO NOT MODIFY OR AMEND THIS PAGE. COPY, SAVE AND ATTACH TO THE "Other Attachments Form."								

Form Approved
 OMB No: 1840-0604
 Exp. xx/xx/yyyy

GRADUATE ASSISTANCE IN AREAS OF NATIONAL NEED (GAANN) FELLOWSHIP PROGRAM FELLOWSHIP DATA SUMMARY FOR TWO OR MORE DISCIPLINES								
SECTION C: FELLOWSHIP DATA FOR TWO OR MORE DISCIPLINES								
1. Disciplines: CIP Codes:		2. Total number of fellowships from Federal funds (first year only):			3. Total additional fellowships from institutional matching contributions:			
SECTION D: SUMMARY OF FEDERAL FUNDS REQUESTED AND REQUIRED INSTITUTIONAL MATCHING CONTRIBUTIONS								
	1st Year		2nd Year		3rd Year		Total	
Allowable Cost Categories	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal	Federal	Non-Federal
4. Stipends	\$	\$	\$	\$	\$	\$	\$	\$
5. Institutional Payment	\$		\$		\$		\$	
6. Tuition		\$		\$		\$		\$
7. Fees		\$		\$		\$		\$
8. Other Educational Costs		\$		\$		\$		\$
9. Total	\$	\$	\$	\$	\$	\$	\$	\$
10. Total Program Funds (Federal + Non-Federal)	\$		\$		\$		\$	
NOTE: DO NOT MODIFY OR AMEND THIS PAGE. COPY, SAVE AND ATTACH TO THE "Other Attachments Form."								

APPLICATION CHECKLIST

Use This Checklist While Preparing Your Application Package: All items in Part I, II, and III are required.

PART I	
<input type="checkbox"/>	Application for Federal Assistance (SF 424)
<input type="checkbox"/>	Department of Education Supplemental Information for SF 424
<p>DO NOT attach any narratives, supporting files, or application components to the Standard Form (SF 424). Although this form accepts attachments, the Department of Education will only review materials/files attached to the attachment forms listed below.</p>	
Part II	
<input type="checkbox"/>	ED Abstract Form - Attach one-page abstract to "ED Abstract Form" in Grants.gov.
<input type="checkbox"/>	<p>Project Narrative Attachment Form</p> <ol style="list-style-type: none"> 1. Optional "Table of Contents" (recommended maximum two (2) pages) 2. Responses to selection criteria under Section 648.31 of the GAANN Program Regulations.
<input type="checkbox"/>	<p>Other Attachments Form</p> <ol style="list-style-type: none"> 1. Curriculum Vitae (CV) – recommended maximum of two (2) pages per faculty member (all faculty CVs must be uploaded in a single attachment); 2. Course listing; 3. Letters of commitment; 4. Bibliography; and 5. One additional optional appendix relevant to the support of the proposal, recommended no more than five (5) pages. 6. GAANN Statutory Assurances 7. GAANN Budget Spreadsheet(s) Form
Part III	
<input type="checkbox"/>	<p>Assurances and Certifications All "Assurances and Certifications" must be completed.</p> <ol style="list-style-type: none"> 1. GEPA 427 Form – **This has been updated** 2. Grants.gov Lobbying Form (ED-80-0013) 3. Disclosure of Lobbying Activities (SF-LLL)
Verify before submitting:	
<input type="checkbox"/>	Number of Federal fellowships requested is consistent.
<input type="checkbox"/>	Federal funding and matching/cost-share amounts are consistent.
<input type="checkbox"/>	Staff indicated are consistent.
<input type="checkbox"/>	Spelling, data, and acronyms are correct, verified, and consistent.
<input type="checkbox"/>	.PDF format is recommended for uploading Abstract, Narrative, and Attachments.
<input type="checkbox"/>	Application addresses each criterion in order and format is easy to read.

**** Grants.gov Upload Requirements**:**

Please review the **Grants.gov Submission Procedures and Tips for Applicants** for upload requirements.

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 1840-0604. Public reporting burden for this collection of information is estimated to average 27.55 hours, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond to this collection is *required to obtain or retain benefit* (Higher Education Act of 1965, as amended). If you have any comments concerning the accuracy of the time estimate, suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application or survey, please contact Dr. ReShone Moore, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4536, or OPE_GAANN_Program@ed.gov directly.