# [***81 FR 72791***](https://advance.lexis.com/api/document?collection=administrative-codes&id=urn:contentItem:5M0F-1K90-006W-8446-00000-00&context=)

Vol. 81, No. 204, Friday, October 21, 2016

Notices

**Reporter**

81 FR 72791 \*

***Federal Register* > *2016* > *October* > *Friday, October 21, 2016* > *Notices* > *DEPARTMENT OF EDUCATION -- Office of Postsecondary Education (OPE)***

**Title:** **Applications for New Awards; Minority Science and Engineering Improvement Program**

**Action:**  Notice.

**Agency**

DEPARTMENT OF EDUCATION > Office of Postsecondary Education (OPE)

**Synopsis**

*Overview Information:* Minority Science and Engineering Improvement Program Notice inviting applications for new awards for fiscal year (FY) 2017.

*Catalog of Federal Domestic Assistance (CFDA) Number:* 84.120A.

**Text**

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

**VIII. Other Information**

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

*Electronic Access to This Document:* The official version of this document is the document published in the **Federal Register** . Free Internet access to the official edition of the **Federal Register** and the Code of Federal ***Regulations*** is available via the Federal Digital System at: [*www.gpo.gov/fdsys*](http://www.gpo.gov/fdsys)*.* 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. 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*](http://www.federalregister.gov)*.* Specifically, through the advanced search feature at this site, you can limit your search to documents published by the Department.

Dated: October 18, 2016.

**Lynn B. Mahaffie,**

*Deputy Assistant Secretary for Policy, Planning, and Innovation, Delegated the Duties of the Assistant Secretary for Postsecondary Education.*

[FR Doc. 2016-25539 Filed 10-20-16; 8:45 am]

BILLING CODE 4000-01-P

**Dates**

**DATES:**

*Applications Available:* October 21, 2016.

*Date of Pre-Application Webinar:* The Department of Education (Department) intends to hold a Webinar to provide technical assistance to interested applicants. Detailed information regarding this Webinar will be provided on the Web site for the Minority Science and Engineering Improvement Program (MSEIP) at [*http://www2.ed.gov/programs/iduesmsi/index.html*](http://www2.ed.gov/programs/iduesmsi/index.html). A recording of this Webinar will be available on the Web site following the session. **[\*72792]**

*Deadline for Transmittal of Applications:* December 20, 2016.

*Deadline for Intergovernmental Review:* February 21, 2017.

**Full Text of Announcement**

**I. Funding Opportunity Description**

*Purpose of Program:* The MSEIP is designed to effect long-range improvement in science and engineering education at predominantly minority institutions and to increase the flow of underrepresented ethnic minorities, particularly minority women, into scientific and technological careers.

*Priority:* This notice contains one ***competitive*** preference priority. The ***competitive*** preference priority is from the Department's notice of final supplemental priorities and definitions for discretionary grant programs, published in the **Federal Register** on December 10, 2014 [*(79 FR 73425)*](https://advance.lexis.com/api/document?collection=administrative-codes&id=urn:contentItem:5DT7-0130-006W-81YP-00000-00&context=) (Supplemental Priorities).

***Competitive*** *Preference Priority:* For FY 2017 and any subsequent year in which we make awards from the list of unfunded applications from this ***competition***, this priority is a ***competitive*** preference priority. Under 34 CFR 75.105(c)(2)(i), we award an additional two points to an application that meets this priority.

The priority is:

***Competitive*** *Preference Priority--Promoting Science, Technology, Engineering, and Mathematics (STEM) Education* (2 additional points).

Projects that are designed to improve student achievement or other related outcomes by identifying and implementing instructional strategies, systems, and structures that improve postsecondary learning and retention, resulting in completion of a degree in a STEM field.

**Note:** We recognize that the definition of "student achievement" from the Secretary's Supplemental Priorities is not relevant in the context of this ***competition*** because that definition pertains to elementary and secondary grades and subjects that are covered by the Elementary and Secondary Education Act of 1965, as amended. In responding to this priority, however, applicants may propose projects that are designed to improve "other related outcomes," which could include, for example, end-of-course grades, or improvement in research or laboratory skills, among other outcomes.

**Note:** Applicants must indicate in the one-page abstract and on the MSEIP Eligibility Certification Form in the application package whether they intend to address the ***competitive*** preference priority.

*Program Authority:* [*20 U.S.C. 1067*](https://advance.lexis.com/api/document?collection=statutes-legislation&id=urn:contentItem:4YF7-GJ31-NRF4-424X-00000-00&context=)-1067k.

*Applicable* ***Regulations****:* (a) The Education Department General Administrative ***Regulations*** (EDGAR) in 34 CFR parts 75, 77, 79, 81, 82, 84, 86, 97, 98, and 99. (b) The OMB 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 as adopted in 2 CFR part 3474. (d) The ***regulations*** for this program in 34 CFR part 646. (e) The Supplemental Priorities.

**Note:** The ***regulations*** in 34 CFR part 86 apply to institutions of higher education only.

**II. Award Information**

*Type of Award:* Discretionary grants.

*Estimated Available Funds:* The Administration has requested $ 9,648,000 for MSEIP for FY 2017, of which we intend to use an estimated $ 2,597,607 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 FY 2018 from the list of unfunded applications from this ***competition***.

*Estimated Range of Awards*

*Institutional Project Grants:* $ 150,000-$ 250,000.

*Special Project Grants:* $ 100,000-$ 250,000.

*Cooperative Project Grants:* $ 250,000-$ 300,000.

*Estimated Average Size of Awards*

*Institutional Project Grants:* $ 230,000.

*Special Project Grants:* $ 175,000.

*Cooperative Project Grants:* $ 275,000.

*Maximum Awards*

*Institutional Project Grants:* $ 250,000.

*Special Project Grants:* $ 250,000.

*Cooperative Project Grants:* $ 300,000.

We will reject any application that proposes a budget exceeding the maximum award amount listed for a single budget period of 12 months.

*Estimated Number of Awards*

*Institutional Project Grants:* 9.

*Special Project Grants:* 1.

*Cooperative Project Grants:* 1.

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

*Project Period:* Up to 36 months.

**III. Eligibility Information**

1. *Eligible Applicants:* An applicant's eligibility depends on the type of MSEIP grant the applicant seeks. There are four types of MSEIP grants: institutional project, special project, cooperative project, and design project.

Institutional project grants are grants that support the implementation of a comprehensive science improvement plan, which may include any combination of activities for improving the preparation of minority students for careers in science.

There are two types of special project grants. First, there are special project grants for which only minority institutions are eligible. These special project grants support activities that: (1) Improve quality training in science and engineering at minority institutions; or (2) enhance the minority institutions' general scientific research capabilities. There also are special project grants for which all applicants are eligible. These special project grants support activities that: (1) Provide a needed service to a group of eligible minority institutions; or (2) provide in-service training for project directors, scientists, and engineers from eligible minority institutions.

Cooperative project grants assist groups of nonprofit accredited colleges and universities to work together to conduct a science improvement program.

Design project grants assist minority institutions that do not have their own appropriate resources or personnel to plan and develop long-range science improvement programs. We will not award design project grants in the FY 2017 ***competition***.

(a) For institutional project grants, eligible applicants are limited to:

(1) Public and private nonprofit institutions of higher education that (i) award baccalaureate degrees; and (ii) are minority institutions;

(2) Public or private nonprofit institutions of higher education that (i) award associate degrees; and (ii) are minority institutions that (A) have a curriculum that includes science or engineering subjects; and (B) enter into a partnership with public or private nonprofit institutions of higher education that award baccalaureate degrees in science and engineering.

(b) For special project grants for which only minority institutions are eligible, eligible applicants are described in paragraph (a).

(c) For special project grants for which all applicants are eligible, eligible **[\*72793]** applicants include those described in paragraph (a), and--

(1) Nonprofit science-oriented organizations, professional scientific societies, and institutions of higher education that award baccalaureate degrees that: (i) Provide a needed service to a group of minority institutions; or (ii) provide in-service training to project directors, scientists, and engineers from minority institutions; or

(2) A consortium of organizations that provide needed services to one or more minority institutions, the membership of which may include (i) institutions of higher education that have a curriculum in science or engineering; (ii) institutions of higher education that have a graduate or professional program in science or engineering; (iii) research laboratories of, or under contract with, the Department of Energy, the Department of Defense, or the National Institutes of Health; (iv) relevant offices of the National Aeronautics and Space Administration, National Oceanic and Atmospheric Administration, National Science Foundation, and National Institute of Standards and Technology; (v) quasi-governmental entities that have a significant scientific or engineering mission; or (vi) institutions of higher education that have State-sponsored centers for research in science, technology, engineering, and mathematics.

(d) For cooperative project grants, eligible applicants are groups of nonprofit accredited colleges and universities whose primary fiscal agent is an eligible minority institution as defined in 34 CFR 637.4(b).

**Note:** As defined in 34 CFR 637.4(b), "minority institution" means an accredited college or university whose enrollment of a single minority group or a combination of minority groups exceeds 50 percent of the total enrollment.

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

**IV. Application and Submission Information**

1. *Address to Request Application Package:* You can obtain an application via the Internet at *Grants.gov*. If you do not have access to the Internet, please contact Dr. Bernadette Hence, U.S. Department of Education, 400 Maryland Avenue SW., Room 4C115, Washington, DC 20202. Telephone: (202) 453-7913 or by email: [*Bernadette.Hence@ed.gov*](mailto:Bernadette.Hence@ed.gov).

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

Individuals with disabilities can obtain a copy of the application package in an accessible format (*e.g.,* braille, large print, audiotape, or compact disc) by contacting the program contact person listed in this section.

2. *Content and Form of Application Submission:* Requirements concerning the content and form of an application, together with the forms you must submit, are in the application package for this ***competition***.

*Page Limit:* The application narrative (Part III of the application) is where you, the applicant, address the selection criteria that reviewers use to evaluate your application. We have established a mandatory page limit for the application narrative of each type of MSEIP grant project application as follows:

*Institutional project grant:* 40 pages.

*Special project grant:* 35 pages.

*Cooperative project grant:* 50 pages.

You must limit the application narrative (Part III) to these established page limits, using the following standards:

* A "page" is 8.5" x 11", on one side only, with 1" margins at the top, bottom, and both sides. Page numbers and an identifier may be within the 1" margin.

1. Double space (no more than three lines per vertical inch) all text in the application narrative, including charts, tables, figures, and graphs. Titles, headings, footnotes, quotations, references, and captions may be singled spaced.
2. Use a font that is either 12 point or larger, or no smaller than 10 pitch (characters per inch).
3. Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. An application submitted in any other font (including Times Roman and Arial Narrow) will not be accepted.

If you use some but not all of the allowable space on a page, it will be counted as a full page in determining compliance with the page limit.

The page limit does not apply to Part I, the cover sheet; Part II, the budget section, including the budget justification; Part III, the one-page abstract, the table of contents, the MSEIP Eligibility Certification Form, required letter(s) of commitment, evidence of partnerships; and Part IV, the assurances and certifications. If you include any attachments or appendices not specifically requested, these items will be counted as part of the application narrative for purposes of the page limit requirement. You must include your complete responses to the selection criteria in the application narrative.

We will reject your application if you exceed the page limit. We will also reject your application if you fail to provide the MSEIP Eligibility Certification Form.

3. Submission Dates and Times:

*Applications Available:* October 21, 2016.

*Date of Pre-Application Webinar:* The Department intends to hold a Webinar to provide technical assistance to interested applicants. Detailed information regarding this Webinar will be provided on the MSEIP Web site at [*http://www2.ed.gov/programs/iduesmsi/index.html*](http://www2.ed.gov/programs/iduesmsi/index.html)*.* A recording of this Webinar will be available on the Web site following the session.

*Deadline for Transmittal of Applications:* December 20, 2016.

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

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

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

*Deadline for Intergovernmental Review:* February 21, 2017.

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

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

6. *Data Universal Numbering System Number, Taxpayer Identification Number, and System for Award Management:* To do business with the Department of Education, you must-- **[\*72794]**

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

b. Register both your DUNS number and TIN with the System for Award Management (SAM), the Government's primary registrant database;

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

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

You can obtain a DUNS number from Dun and Bradstreet at the following Web site: [*http://fedgov.dnb.com/webform*](http://fedgov.dnb.com/webform)*.* A DUNS number can be created within one to two business days.

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

The SAM registration process can take approximately seven business days, but may take upwards of several weeks, depending on the completeness and accuracy of the data you enter into the SAM database. Thus, if you think you might want to apply for Federal financial assistance under a program administered by the Department, please allow sufficient time to obtain and register your DUNS number and TIN. We strongly recommend that you register early.

*Note:* Once your SAM registration is active, it may be 24 to 48 hours before you can access the information in, and submit an application through, *Grants.gov*.

If you are currently registered with SAM, you may not need to make any changes. However, please make certain that the TIN associated with your DUNS number is correct. Also note that you will need to update your registration annually. This may take three or more business days.

Information about SAM is available at [*www.SAM.gov*](http://www.SAM.gov)*.* To further assist you with obtaining and registering your DUNS number and TIN in SAM or updating your existing SAM account, we have prepared a SAM.gov Tip Sheet, which you can find at: *www2.ed.gov/fund/grant/apply/sam-faqs.html.*

In addition, if you are submitting your application via *Grants.gov*, you must (1) be designated by your organization as an Authorized Organization Representative (AOR); and (2) register yourself with *Grants.gov* as an AOR. Details on these steps are outlined at the following *Grants.gov* Web page: [*www.grants.gov/web/grants/register.html*](http://www.grants.gov/web/grants/register.html)*.*

7. *Other Submission Requirements:* Applications for grants under this ***competition*** must be submitted electronically unless you qualify for an exception to this requirement in accordance with the instructions in this section.

a. Electronic Submission of Applications

Applications for grants under the MSEIP, CFDA number 84.120A, must be submitted electronically using the Governmentwide *Grants.gov* Apply site at [*www.Grants.gov*](http://www.Grants.gov). Through this site, you will be able to download a copy of the application package, complete it offline, and then upload and submit your application. You may not email an electronic copy of a grant application to us.

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

You may access the electronic grant application for the MSEIP at [*www.Grants.gov*](http://www.Grants.gov). You must search for the downloadable application package for this ***competition*** by the CFDA number. Do not include the CFDA number's alpha suffix in your search (*e.g.,* search for 84.120, not 84.120A).

Please note the following:

* When you enter the *Grants.gov* site, you will find information about submitting an application electronically through the site, as well as the hours of operation.

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

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

1. You should review and follow the Education Submission Procedures for submitting an application through *Grants.gov* that are included in the application package for this ***competition*** to ensure that you submit your application in a timely manner to the *Grants.gov* system. You can also find the Education Submission Procedures pertaining to *Grants.gov* under News and Events on the Department's G5 system home page at [*www.G5.gov*](http://www.G5.gov)*.* In addition, for specific guidance and procedures for submitting an application through *Grants.gov*, please refer to the *Grants.gov* Web site at: [*www.grants.gov/web/grants/applicants/apply-for-grants.html*](http://www.grants.gov/web/grants/applicants/apply-for-grants.html)*.*
2. You will not receive additional point value because you submit your application in electronic format, nor will we penalize you if you qualify for an exception to the electronic submission requirement, as described elsewhere in this section, and submit your application in paper format.
3. You must submit all documents electronically, including all information you typically provide on the following forms: The Application for Federal Assistance (SF 424), the Department of Education Supplemental Information for SF 424, Budget Information--Non-Construction Programs (ED 524), and all necessary assurances and certifications.
4. You must upload any narrative sections and all other attachments to your application as files in a read-only, non-modifiable Portable Document Format (PDF). Do not upload an interactive or fillable PDF file. If you upload a file type other than a read-only, non-modifiable PDF (*e.g.,* Word, Excel, WordPerfect, etc.) or submit a password-protected file, we will not review that material. Please note that this could result in your application not being considered for funding because the material in question--for example, the application narrative--is critical to a meaningful review of your proposal. For that reason it is important to allow yourself adequate time to upload all material as PDF files. The Department **[\*72795]** will not convert material from other formats to PDF. Additional, detailed information on how to attach files is in the application instructions.
5. Your electronic application must comply with any page-limit requirements described in this notice.
6. After you electronically submit your application, you will receive from *Grants.gov* an automatic notification of receipt that contains a *Grants.gov* tracking number. This notification indicates receipt by *Grants.gov* only, not receipt by the Department. *Grants.gov* will also notify you automatically by email if your application met all the *Grants.gov* validation requirements or if there were any errors (such as submission of your application by someone other than a registered Authorized Organization Representative, or inclusion of an attachment with a file name that contains special characters). You will be given an opportunity to correct any errors and resubmit, but you must still meet the deadline for submission of applications.

Once your application is successfully validated by *Grants.gov*, the Department will retrieve your application from *Grants.gov* and send you an email with a unique PR/Award number for your application.

These emails do not mean that your application is without any disqualifying errors. While your application may have been successfully validated by *Grants.gov*, it must also meet the Department's application requirements as specified in this notice and in the application instructions. Disqualifying errors could include, for instance, failure to upload attachments in read-only, non-modifiable PDF; failure to submit a required part of the application; or failure to meet applicant eligibility requirements. It is your responsibility to ensure that your submitted application has met all of the Department's requirements.

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

*Application Deadline Date Extension in Case of Technical Issues with the Grants.gov System:* If you are experiencing problems submitting your application through *Grants.gov*, please contact the *Grants.gov* Support Desk, toll free, at 1-800-518-4726. You must obtain a *Grants.gov* Support Desk Case Number and must keep a record of it.

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

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

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

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

* You do not have access to the Internet; or

1. You do not have the capacity to upload large documents to the *Grants.gov* system;

*and*

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

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

Address and mail or fax your statement to: Dr. Bernadette Hence, U.S. Department of Education, 400 Maryland Avenue SW., Room 4C115, Washington, DC 20202. Fax: (202) 502-7861.

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

b. Submission of Paper Applications by Mail

If you qualify for an exception to the electronic submission requirement, you may mail (through the U.S. Postal Service or a commercial carrier) your application to the Department. You must mail the original and two copies of your application, on or before the application deadline date, to the Department at the following address: U.S. Department of Education, Application Control Center, Attention: (CFDA Number 84.120A), LBJ Basement Level 1, 400 Maryland Avenue SW., Washington, DC 20202-4260.

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

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

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

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

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

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

(1) A private metered postmark.

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

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

We will not consider applications postmarked after the deadline date.

c. Submission of Paper Applications by Hand Delivery

If you qualify for an exception to the electronic submission requirement, you (or a courier service) may deliver your paper application to the Department by hand. You must deliver the original and two copies of your application by hand, on or before the application deadline date, to the Department at the following address: U.S. Department of Education, Application Control Center, Attention: (CFDA Number 84.120A), 550 12th Street SW., Room 7039, Potomac Center Plaza, Washington, DC 20202-4260.

The Application Control Center accepts hand deliveries daily between 8:00 a.m. and 4:30:00 p.m., Washington, DC time, **[\*72796]** except Saturdays, Sundays, and Federal holidays.

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

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

(2) The Application Control Center will mail to you a notification of receipt of your grant application. If you do not receive this notification within 15 business days from the application deadline date, you should call the U.S. Department of Education Application Control Center at (202) 245-6288.

**V. Application Review Information**

1. *Selection Criteria:* The selection criteria for this program are from 34 CFR 637.32(a) through (j). Applicants should address each of the selection criteria. The total weight of the selection criteria is 100 points; the weight of each criterion is noted in parentheses. Please see the application package for a detailed explanation of these criteria. The selection criteria are as follows:

(a) Identification of need for the project (Total 5 points).

(b) Plan of operation (Total 20 points).

(c) Quality of key personnel (Total 5 points).

(d) Budget and cost effectiveness (Total 10 points).

(e) Evaluation plan (Total 15 points).

(f) Adequacy of resources (Total 5 points).

(g) Potential institutional impact of the project (Total 15 points).

(h) Institutional commitment to the project (Total 5 points).

(i) Expected outcomes (Total 10 points).

(j) Scientific and educational value of the proposed project (Total 10 points).

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

In addition, in making a ***competitive*** grant award, the Secretary also requires various assurances including those applicable to Federal civil rights laws that prohibit discrimination in programs or activities receiving Federal financial assistance from the Department of Education (34 CFR 100.4, 104.5, 106.4, 108.8, and 110.23).

Tiebreaker for Institutional, Special Project, and Cooperative Grants. If there are insufficient funds for all applications with the same total scores, applications will receive preference in the following manner. The Secretary gives priority to applicants that have not previously received funding from the program and to previous grantees with a proven record of success, as well as to applications that contribute to achieving balance among funded projects with respect to: (1) Geographic region; (2) Academic discipline; and (3) Project type.

3. *Risk Assessment and Special Conditions:* Consistent with 2 CFR 200.205, before awarding grants under this ***competition*** the Department conducts a review of the risks posed by applicants. Under 2 CFR 3474.10, the Secretary may impose special conditions and, 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 $ 150,000), under 2 CFR 200.205(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 SAM. 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.

**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. *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*](http://www.ed.gov/fund/grant/apply/appforms/appforms.html)*.*

(c) Under 34 CFR 75.250(b), the Secretary may provide a grantee with additional funding for data collection analysis and reporting. In this case the Secretary establishes a data collection period.

4. *Performance Measures:* The Secretary has established the following key performance measures for assessing the effectiveness of the MSEIP: (1) The percentage of change in the number of full-time, degree-seeking minority undergraduate students at the grantee's institution enrolled in the fields of engineering or physical or biological **[\*72797]** sciences, compared to the average minority enrollment in the same fields in the three-year period immediately prior to the beginning of the current grant; and (2) the percentage of minority students enrolled at four-year minority institutions in the fields of engineering or physical or biological sciences who graduate within six years of enrollment. Please see the application package for details of data collection and reporting requirements for these measures.

5. *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, the performance targets in the grantee's approved application.

In making a continuation grant, the Secretary also considers whether the grantee is operating in compliance with the assurances in its approved application, including those applicable to Federal civil rights laws that prohibit discrimination in programs or activities receiving Federal financial assistance from the Department (34 CFR 100.4, 104.5, 106.4, 108.8, and 110.23).

**VII. Agency Contacts**

**Contacts**

**FOR FURTHER INFORMATION CONTACT:** Dr. Bernadette Hence, U.S. Department of Education, 400 Maryland Avenue SW., Room 4C115, Washington, DC 20202. Telephone: (202) 453-7913 or by email: [*Bernadette.hence@ed.gov*](mailto:Bernadette.Hence@ed.gov)*.*

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