



U.S. Department of Labor on behalf of the
U.S. Department of Education

High School Equivalency Program

Assistance Listing Number: 84.141A

FY 2026 Grant Competition

Posted May 13, 2026

Contents

Program Information	2
Award Details.....	3
Eligibility.....	3
Eligible Applicants	3
Costs	4
Submission Requirements and Deadlines	5
Program Description	5
Priorities	5
Application Requirements.....	7
Selection Criteria.....	8
Performance Measures	10
Definitions	11
Application Submission Information	14
Application Review Information	16
Award Requirements	18
Application Checklist	20

Program Information

The Employment and Training Administration at the U.S. Department of Labor (DOL) and the Secretary of Education are soliciting applications in support of the administration of the High School Equivalency Program (HEP) on behalf of the U.S. Department of Education (ED).

The purpose of HEP is to assist migratory or seasonal farmworkers (or immediate family members of such workers) to obtain the equivalent of a secondary school diploma and subsequently to gain improved employment, enter military service, or be placed in an institution of higher education (IHE) or other postsecondary education or training, which includes Registered Apprenticeships.

Assistance Listing Number: 84.141A.

Program Authority: [20 U.S.C. 1070d-2](#).

OMB Control Number: 1894-0006.¹

For Further Information: Jessica Stein, (202) 987-1609, Jessica.Stein@ed.gov.

Type of Award: Discretionary grants.

Estimated Available Funds: \$11,550,000.

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: \$180,000 – \$550,000 per year, \$900,000 – \$2,750,000 for the 60-month project period.

Estimated Average Size of Awards: \$500,000 per year.

Estimated Number of Awards: 3-4.

Project Period: 60 months.

Application Deadline: June 12, 2026

Note: This application notice and instructions is the official document governing the grant competition. The Department of Education (ED) is not bound by any estimates in this notice.

¹ 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. Public reporting burden for this collection of information is estimated to average 30 hours per response, including time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and

reviewing the collection of information. The obligation to respond to this collection is required to obtain or retain benefit and voluntary. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to ICDocketMgr@ed.gov and reference the OMB Control Number 1894-0006. Note: Please do not return completed applications to this address.

Award Details

ED anticipates making awards for the full project period using available appropriations.

Maximum Award: The maximum award an applicant may receive is \$550,000 for a single budget period of 12 months. We may reject, without consideration or evaluation, any application that proposes a project funding level that exceeds the stated maximum award amount. See 34 CFR 75.104(b).

Minimum Award: The minimum award an applicant may receive is \$180,000 for a single budget period of 12 months. We will reject any application that proposes a budget 12-month period less than \$180,000. See 418A of the Higher Education Act, as amended (HEA).

Under section 418A(e) of the HEA, except under extraordinary circumstances, ED must award grants for a five-year period. Therefore, we may reject any application that does not propose a five-year project or does not provide budget information for each of the five budget periods in the project.

Eligibility

Eligible Applicants

To be considered for an award under this competition, an applicant must be one of the following:

1. An IHE (as defined in [section 101 and 102 of the HEA](#)), or
2. A private nonprofit organization (as those terms are defined in [34 CFR 77.1](#)).

If a private nonprofit organization other than an IHE applies for a HEP grant, that organization must plan the project in cooperation with an IHE and must propose to operate some aspects of the project with the facilities of that IHE. [See 34 CFR 206.2\(b\)](#)

Note: If you are a nonprofit organization, under 34 CFR 75.51, you may demonstrate your nonprofit status by providing: (1) proof that the Internal Revenue Service currently recognizes the applicant as an organization to which contributions are tax deductible under section 501(c)(3) of the Internal Revenue Code; (2) a statement from a State taxing body or the State attorney general certifying that the organization is a nonprofit organization operating within the State and that no part of its net earnings may lawfully benefit any private shareholder or individual; (3) a certified copy of the applicant's certificate of

incorporation or similar document if it clearly establishes the nonprofit status of the applicant; or (4) any item described above if that item applies to a State or national parent organization, together with a statement by the State or parent organization that the applicant is a local nonprofit affiliate.

Costs

Cost Sharing or Matching

This competition does not require cost sharing or matching. However, consistent with 34 CFR 75.700, which requires an applicant to comply with its approved application, an applicant that proposes non-Federal matching funds and is awarded a grant must provide those funds for each year that the funds are proposed.

Indirect Cost Rate Information

This program uses a training indirect cost rate. This limits indirect cost reimbursement to an entity's actual indirect costs, as determined in its negotiated indirect cost rate agreement, or 8 percent of a modified total direct cost base, whichever amount is less. For more information regarding training indirect cost rates, see 34 CFR 75.562. For more information regarding indirect costs, or to obtain a negotiated indirect cost rate, please see <https://www.ed.gov/about/ed-offices/office-of-fiscal-improvement/post-audit-operations>.

Administrative Cost Limitation

This program does not include any program-specific limitation on administrative expenses. All administrative expenses must be reasonable and necessary and conform to Cost Principles described in [2 CFR part 200 subpart E](#) of the Uniform Guidance.

Subgrantees

A grantee under this competition may award subgrants—to directly carry out project activities described in its application—to the following types of entities: IHEs and nonprofit organizations. The grantee may award subgrants to entities it has identified in an approved application or that it selects through a competition under procedures established by the grantee. (34 CFR 75.708(b) and (c))

Submission Requirements and Deadlines

Applications Available	May 13, 2026
Application Deadline	June 12, 2026
Deadline for Intergovernmental Review	August 11, 2026

Applicants are required to follow the 2025 Common Instructions for Applicants to Department of Education Discretionary Grant Programs, published in the Federal Register on August 29, 2025 (90 FR 42234) and available at [ED 2025 Common Instructions](#).

Program Description

Priorities

This notice includes one absolute priority and three competitive preference priorities (CPPs). For FY 2026, and any subsequent year in which we make awards from the list of unfunded applications for this competition, the absolute priority and CPPs are as reflected in this document.

The absolute priority is from [section 418A of the HEA](#). CPP 1 is from section 418A(e) of the Higher Education Act of 1965, as amended (HEA) ([20 U.S.C. 1070d-2\(e\)](#)), and [34 CFR 206.31](#). CPP 2 is from the Secretary's Final Priorities and Definitions-Secretary's Supplemental Priorities and Definitions on Evidence-Based Literacy, Education Choice, and Returning Education to the States (2025 Supplemental Priorities) published in the *Federal Register* on September 9, 2025 ([90 FR 43514](#)). CPP 3 is from the Secretary's Supplemental Priority and Definitions on Career Pathways and Workforce Readiness (Career Pathways and Workforce Readiness Supplemental Priority) published in the *Federal Register* on April 13, 2026 ([91 FR 18780](#)).

Absolute priorities: ED considers only applications that meet the absolute priority.

Competitive preference priorities: An application may receive up to an additional 15 points, depending on how well the application meets CPP 1. An application may receive up to an additional 3 points depending on how well the application meets CPP 2. An application may receive up to an additional 3 points depending on how well the application meets CPP 3. The maximum number of CPP points an application may receive is 21.

Applicants must clearly state in the project abstract and in the project design section of the project narrative section the specific CPPs they wish ED to consider for purposes of earning CPP points.

The priorities for this competition are described in the table below.

Absolute Priorities	Required	Priority Language	Points
<i>Absolute Priority</i> – Providing a High School Equivalency Program Project	Yes	Under this priority, applicants must propose a project that is designed to assist migratory or seasonal farmworkers (or immediate family members of such workers) to obtain the equivalent of a secondary school diploma and subsequently to gain improved employment, enter military service, or be placed in an institution of higher education (IHE) or other postsecondary education or training.	Not applicable
<i>CPP 1</i> — Consideration of Prior Experience	No	<p>HEP grantees that received their final budget period award in FY 2024 (2020 cohort) or FY 2025 (2021 cohort) will be considered for additional points under this competitive preference priority. ED will consider the applicant’s experience in implementing a HEP project, with respect to:</p> <ul style="list-style-type: none"> (a) Whether the applicant served the number of participants described in its approved application; (b) The extent to which the applicant met or exceeded its funded objectives with regard to project participants, including the targeted number and percentage of participants who— <ul style="list-style-type: none"> (1) Participants who received a general educational development (GED)² credential; and (2) GED credential recipients who were reported as entering postsecondary education programs, career positions, or the military; and 	Up to 15 points

² Although 34 CFR 206.31(a)(2)(i) and (ii) refer to general educational development (GED) credentials, ED recognizes that there are multiple examinations through which high school equivalency (HSE) can be earned and, for the purposes of this notice, uses GED interchangeably with HSE.

Absolute Priorities	Required	Priority Language	Points
		(c) The extent to which the applicant met administrative requirements, including recordkeeping, reporting, and financial accountability under the terms of the previously funded award.	
<i>CPP 2—</i> Expanding Education Choice	No	Projects or proposals that will expand access to education services that accelerate learning such as high-impact tutoring.	Up to 3 points
<i>CPP 3—</i> Career Pathways and Workforce Readiness	No	Projects or proposals that will provide career and/or college exploration and advising opportunities to promote greater awareness of the range of postsecondary educational and career options. <i>Note:</i> Postsecondary educational and career options include Registered Apprenticeships.	Up to 3 points

Application Requirements

For FY 2026 and any subsequent year in which we make awards from the list of unfunded applications from this competition, the following application requirements apply:

- (a) Applicants must submit a grant application that covers a period of five years unless extraordinary circumstances warrant a shorter period; and includes an annual budget of not less than \$180,000;
- (b) Applicants must include with their grant application a management plan that contains:
 - (1) Assurances that the staff has a demonstrated knowledge of and will be sensitive to the unique characteristics and needs of the migrant and seasonal farmworker population; and
 - (2) Provisions for:
 - i. Staff in-service training;
 - ii. Training and technical assistance;

- iii. Staff travel;
- iv. Student travel;
- v. Interagency coordination; and
- vi. Project evaluation; and

(c) Applicants must provide the following assurances in their applications:

- (1) The grantee will develop and implement a plan for identifying, informing, and recruiting eligible participants who are most in need of the academic and supporting services and financial assistance provided by the project.
- (2) The grantee will develop and implement a plan for identifying and using the resources of the participating IHE and the community to supplement and enhance the services provided by the project.

These application requirements are from [34 CFR 206.20](#).

Selection Criteria

Selection criteria outline how the application will be scored. The maximum possible score an application can receive for addressing the selection criteria is 100 points. The maximum possible score for addressing each criterion is indicated in parentheses following the criterion. Each criterion also includes the factors that reviewers will consider in determining the extent to which an applicant meets the criterion. The selection criteria for this competition are from [34 CFR 75.210](#).

(a) *Quality of the project design (Up to 55 points)*. The Secretary considers the quality of the design of the proposed project. In determining the quality of the design of the proposed project, the Secretary considers the following factors:

- (1) The extent to which the goals, objectives, and outcomes to be achieved by the proposed project are clearly specified, measurable, and ambitious yet achievable within the project period, and aligned with the purposes of the grant program. (Up to 6 points)
- (2) The quality of the logic model or other conceptual framework underlying the proposed project, including how inputs are related to outcomes. (Up to 6 points)
- (3) The extent to which the proposed project will include coordination with other Federal investments, as well as appropriate agencies and organizations providing similar services to the target population. (Up to 6 points)

- (4) The extent to which the proposed project demonstrates a rationale that is aligned with the purposes of the grant program (as defined in this notice). (Up to 7 points)
 - (5) The likely benefit to the intended recipients, as indicated by the logic model or other conceptual framework, of the services to be provided. (Up to 10 points)
 - (6) The extent to which the services to be provided by the proposed project involve the use of efficient strategies, including the use of technology, as appropriate, and the leveraging of non-project resources. (Up to 10 points)
 - (7) The extent to which the services to be provided by the proposed project reflect up-to-date knowledge and an evidence-based project component. (Up to 10 points)
- (b) *Quality of the project evaluation (Up to 20 points)*. The Secretary considers the quality of the evaluation to be conducted of the proposed project. In determining the quality of the evaluation, the Secretary considers the following factors:
- (1) The extent to which the methods of evaluation or other evidence-building are thorough, feasible, relevant, and appropriate to the goals, objectives, and outcomes of the proposed project. (Up to 10 points)
 - (2) The extent to which the methods of evaluation or other evidence-building will provide performance feedback and provide formative, diagnostic, or interim data that is a periodic assessment of progress toward achieving intended outcomes. (Up to 5 points)
 - (3) The extent to which the methods of evaluation include an experimental study, a quasi-experimental design study, or a correlational study with statistical controls for selection bias (such as regression methods to account for differences between a treatment group and a comparison group) to assess the effectiveness of the project on relevant outcomes. (Up to 5 points)
- (c) *Quality of the management plan (Up to 10 points)*. The Secretary considers the quality of the management plan for the proposed project. In determining the quality of the management plan for the proposed project, the Secretary considers one or more of the following factors:

- (1) The feasibility of the management plan to achieve project objectives and goals on time and within budget, including clearly defined responsibilities, timelines, and milestones for accomplishing project tasks. (Up to 10 points)
- (d) *Adequacy of resources (Up to 15 points)*. The Secretary considers the adequacy of resources for the proposed project. In determining the adequacy of resources for the proposed project, the Secretary considers the following factors:
- (1) The relevance and demonstrated commitment of each partner in the proposed project to the implementation and success of the project. (Up to 8 points)
- (2) The extent to which the budget is adequate to support the proposed project and the costs are reasonable in relation to the objectives, design, and potential significance of the proposed project. (Up to 7 points)

Performance Measures

ED has developed performance measures for the purposes of reporting to ED under [34 CFR 75.110](#).

Program Performance Measures. ED developed performance measures for the HEP program. The performance measures are:

Program Measure	Description
Program Performance Measure 1	The percentage of HEP participants exiting the program having received a HSE diploma.
Program Performance Measure 2	The percentage of HSE diploma recipients who enter postsecondary education or training programs, including Registered Apprenticeships; upgraded employment; or the military.

Applicants must propose annual targets for these measures and establish annual student enrollment targets in their applications. Applicants should identify these targets within their application abstracts. The national target for Program Performance Measure 1 for FY 2026 is that 69 percent of HEP participants will exit the program having received an HSE. The national target for Program Performance Measure 2 for FY 2026 is that 80 percent of HEP HSE diploma recipients will enter postsecondary education or training programs, upgraded employment, or the military. The national targets for subsequent years may be adjusted based on additional baseline data.

Applications must describe:

- (a) The data collection and reporting methods the applicant would use and why those methods are likely to yield reliable, valid, and meaningful performance data.
- (b) The applicant's capacity to collect and report reliable, valid, and meaningful performance data, as evidenced by high-quality data collection, analysis, and reporting in other projects or research.

In addition to providing performance measure information in applications, all grantees must submit an annual performance report that is responsive to these performance measures.

Definitions

For FY 2026, and any subsequent year in which we make awards from the list of unfunded applications from this competition, the following definitions apply.

<i>Defined Term</i>	Source	Definition
Demonstrates a rationale	34 CFR 77.1(c)	means that there is a key project component included in the project's logic model that is supported by citations of high-quality research or evaluation findings that suggest that the project component is likely to significantly improve relevant outcomes.
Experimental study	34 CFR 77.1(c)	means a study that is designed to compare outcomes between two groups of individuals (such as students) that are otherwise equivalent except for their assignment to either a treatment group receiving a project component or a control group that does not. Randomized controlled trials, regression discontinuity design studies, and single-case design studies are the specific types of experimental studies that, depending on their design and implementation (e.g., sample attrition in randomized controlled trials and regression discontinuity design studies), can meet What Works Clearinghouse (WWC) standards without reservations as described in the WWC Handbooks: <ul style="list-style-type: none"> (i) A randomized controlled trial employs random assignment of, for example, students, teachers, classrooms, or schools to receive the project component being evaluated (the treatment

		<p>group) or not to receive the project component (the control group).</p> <p>(ii) A regression discontinuity design study assigns the project component being evaluated using a measured variable (e.g., assigning students reading below a cutoff score to tutoring or developmental education classes) and controls for that variable in the analysis of outcomes.</p> <p>(iii) A single-case design study uses observations of a single case (e.g., a student eligible for a behavioral intervention) over time in the absence and presence of a controlled treatment manipulation to determine whether the outcome is systematically related to the treatment.</p>
Evidence-building	34 CFR 77.1(c)	means a systematic plan for identifying and answering questions relevant to programs and policies through performance measurement, exploratory studies, or program evaluation.
Facilities	34 CFR 77.1(c)	means one or more structures in one or more locations.
Logic model	34 CFR 77.1(c)	(also referred to as a theory of action) means a framework that identifies key project components of the proposed project (i.e., the active “ingredients” that are hypothesized to be critical to achieving the relevant outcomes) and describes the theoretical and operational relationships among the key project components and relevant outcomes.
Migrant farmworker	34 CFR 206	means a seasonal farmworker—as defined in this notice—whose employment required travel that precluded the farmworker from returning to his or her domicile (permanent place of residence) within the same day.
Project component	34 CFR 77.1(c)	means an activity, strategy, intervention, process, product, practice, or policy included in a project. Evidence may pertain to an individual project component or to a combination of project components (e.g., training teachers on instructional

		practices for English learners and follow-on coaching for these teachers).
Quasi-experimental design study	34 CFR 77.1(c)	means a study using a design that attempts to approximate an experimental study by identifying a comparison group that is similar to the treatment group in important respects. This type of study, depending on design and implementation (e.g., establishment of baseline equivalence of the groups being compared), can meet WWC standards with reservations, but cannot meet WWC standards without reservations, as described in the WWC Handbooks.
Relevant outcome	34 CFR 77.1(c)	means the student outcome(s) or other outcome(s) the key project component is designed to improve, consistent with the specific goals of the program.
Seasonal farmworker	34 CFR 206	means a person whose primary employment was in farmwork on a temporary or seasonal basis (that is, not a constant year-round activity) for a period of at least 75 days within the past 24 months.
What Works Clearinghouse Handbooks (WWC Handbooks)	34 CFR 77.1(c)	means the standards and procedures set forth in the WWC Procedures and Standards Handbook, Version 5.0, or in the WWC Standards Handbook, Version 4.0 or 4.1, or in the WWC Procedures Handbook, Version 4.0 or 4.1, the WWC Procedures and Standards Handbook, Version 3.0 or Version 2.1 (all incorporated by reference; see § 77.2). Study findings eligible for review under WWC standards can meet WWC standards without reservations, meet WWC standards with reservations, or not meet WWC standards. WWC practice guides and intervention reports include findings from systematic reviews of evidence as described in the WWC Handbooks documentation.

Application Submission Information

Competition Resources

ED will post a pre-application presentation for prospective applicants. To access the pre-application presentation, visit the HEP website at: <https://oese.ed.gov/offices/office-of-migrant-education/high-school-equivalency-program/applicant-information-high-school-equivalency-program/>.

Registration

To apply, you must first be registered in two systems: SAM.gov and Grants.gov. If you are already registered, make sure your registration is active and up to date.

Grants.gov registration involves several steps, including registration on [SAM.gov](#) which may take approximately one week to complete, but could take upwards of several weeks to complete, depending upon 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 apply until all registration steps are complete. Once your SAM registration is active, it will take 24-48 hours for the information to become available in Grants.gov. For detailed information on the registration steps, please go to: [Grants.gov Applicant Registration](#). Please note that your organization will need to update its SAM registration annually.

SAM.gov

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier. SAM.gov registration can take several weeks. **Begin that process early.**

To register, go to [SAM.gov](#) and click on "[Get Started](#)."

Click on the [Entity Registration Checklist](#) for the information you will need to register in SAM.gov.

If you need help, you can call 866-606-8220 or live chat with the [Federal Service Desk](#).

Grants.gov

You must also have an active account with Grants.gov.

To register, go to [Grants.gov](#) and click "[Register](#)." When ready, click on "[Get Registered Now](#)" and complete the required fields.

For more information or assistance, click on "[Applicant Registration Page](#)."

ED strongly recommends 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. If Grants.gov rejects your application, 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 Unique-Entity ID (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.

A Grants.gov applicant must apply online using Workspace, a shared environment in Grants.gov where members of a grant team may simultaneously access and edit different web forms within an application. The Grants.gov website contains [further instructions on how to apply](#).

Intergovernmental Review

This is subject to Executive Order 12372 (Intergovernmental Review of Federal Programs) and the regulations in 34 CFR Part 79. One of the objectives of Executive Order 12372 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 developed to coordinate and review proposed Federal financial grant applications. Grant applicants need to contact State Single Points of Contact (SPOC) for information on their State’s procedures. Multi-State applicants should follow procedures specific to each state. Further information about the [SPOC List and the official list of entities](#) can be found online.

Verify Submission

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, log in 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.

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 [Encountering Error Messages](#) page at Grants.gov.

For more detailed information on troubleshooting Adobe errors, you can review the [Adobe Reader Software Tip Sheet](#). 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.

Helpful Hints When Working with Grants.gov

Please go to the [Grants.gov Support Center](#) for help with Grants.gov. For additional tips related to submitting grant applications, please refer to the Grants.gov [Applicant FAQs](#) as well as [additional information on Workspace](#).

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 via email at: support@grants.gov. You may also access the [Grants.gov Self- Service Knowledge Base web portal](#).

Application Review Information

Review and Selection Process: We remind potential applicants that in reviewing applications in any discretionary grant competition, ED may consider, under [34 CFR 75.217](#), information outside the rank order of applications, including: the information in each application; and any other information—

- (1) Relevant to a criterion, priority, or other requirement that applies to the selection of applications for new grants;
- (2) Concerning the applicant's performance and use of funds under a previous award under any ED program; and
- (3) Concerning the applicant's failure under any ED program to submit a performance report or its submission of a performance report of unacceptable quality.

In selecting an application, ED also takes into consideration additional factors described in section 418A of the HEA which requires ED to make HEP awards based on the number, quality, and promise of the applications. Additionally, consistent with section 418A, ED will consider the need to provide an equitable geographic distribution of HEP awards, which we will do when two or more applications receive the same score at the funding cutoff for this competition. In doing so, ED will consider:

- (a) Whether a geographic region is overserved by current HEP projects;
- (b) Whether a geographic region is underserved by current HEP projects; or
- (c) Whether two or more applicants propose to operate similar HEP projects in the same geographical region.

When evaluating a potentially overserved or underserved geographic region, ED may consider factors such as whether a current HEP project not in its final budget period serves the same region as the proposed region to be served in the new application, the migrant or seasonal farmworker population data for a State or region, approximate distance between current and proposed projects, the type of entity of the current or proposed project (e.g., private nonprofit organization, 2-year IHE, 4-year IHE), and the number of students proposed to be served by the current or proposed HEP project.

Before making awards, ED staff will screen applications submitted in accordance with the requirements in this notice to determine whether applications have met eligibility and other requirements, including whether an application may fail to meet the “Terms and Conditions” applicable to awarded funds referenced elsewhere within this notice. This screening process may occur at various stages of the review and selection process. Applicants that are determined to be ineligible will not receive a grant, regardless of whether the application was included in the peer review process. Applications not selected for funding will be informed of ED's decision in accordance with [34 CFR 75.218](#).

When scoring applications, reviewers will be provided with and may consider the following optional scoring rubric:

Criteria	Maximum Points	Weak	Adequate	Strong
<i>Quality of Project Design</i>	55	0-20	21-44	45-55
<i>Quality of Management Plan</i>	10	0-3	4-7	8-10
<i>Adequacy of Resources</i>	15	0-5	6-11	12-15
<i>Quality of Project Evaluation</i>	20	0-6	7-15	16-20

In addition, in making a competitive grant award, ED requires various assurances, including those applicable to Federal civil rights laws that prohibit discrimination in programs or activities receiving Federal financial assistance from ED ([34 CFR 100.4](#), [104.5](#), [106.4](#), [108.8](#), and [110.23](#)).

Award Requirements

Terms and Conditions

If you are awarded a grant under this competition, you must ensure and may be required to demonstrate that federal funds will not be used under this project in any manner that violates the United States Constitution, Title VI or Title VII of the Civil Rights Act of 1964 ([42 U.S.C. 2000d et seq.](#) or [42 U.S.C. 2000e et seq.](#)), Title IX of the Education Amendments of 1972 ([20 U.S.C. 1681 et seq.](#)), section 504 of the Rehabilitation Act ([29 U.S.C. 794](#)), the Age Discrimination Act of 1975 ([42 U.S.C. 6101 et seq.](#)), Title II of the Americans with Disabilities Act of 1990 ([42 U.S.C. 12131 et seq.](#)), the Boy Scouts of America Equal Access Act of 2001 ([20 U.S.C. 7905](#)), section 117 of the Higher Education Act of 1965, as amended ([20 U.S.C. 1011f](#)), or other applicable federal law. To the extent that a grantee uses grant funds for such unallowable activities, ED may take appropriate enforcement action including the potential recovery of funds or may pursue termination or non-continuation. The Grant Award Notification document accompanying your award may contain further terms and conditions, as necessary, to ensure grantee compliance with applicable laws, regulations, and administrative priorities.

Please note the provisions of Executive Orders 14151, 14168, 14173, and 14190 as well as the U.S. Department of Justice’s July 29, 2025, non-regulatory “[Guidance for Recipients of Federal Funding Regarding Unlawful Discrimination](#),” which clarifies the application of federal antidiscrimination laws to programs or initiatives that may involve discriminatory practices, including those labeled as Diversity, Equity, and Inclusion (“DEI”) programs.

Such activities may risk violating federal civil rights laws and may jeopardize federal funding. This includes any discriminatory equity ideology in violation of a Federal anti-discrimination law. A definition of “discriminatory equity ideology” is contained in Section 2(b) of Executive Order 14190. To the extent that any entity receiving grant funds under this grant uses those grant funds for such unallowable activities, ED reserves the right to take appropriate enforcement actions, including the recovery of grant funds or may pursue termination or non-continuation.

Applicable Regulations

(a) The Education Department General Administrative Regulations in [34 CFR parts 75, 77, 79, 81, 82, 84, 86, 97, 98, and 99](#). (b) The Office of Management and Budget (OMB) Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in [2 CFR part 180](#), as adopted and amended as regulations of ED in [2 CFR part 3485](#). (c) The Guidance for Federal Financial Assistance in [2 CFR part 200](#), as adopted and amended as regulations of ED in [2 CFR part 3474](#). (d) The regulations for this

program in [34 CFR part 206](#). (e) The Migrant Education Program (MEP) definitions in [34 CFR 200.81](#). (f) The National Farmworker Jobs Program (NFJP) definitions in [20 CFR 685.110](#) and eligibility regulations in [20 CFR 685.320](#). (g) the 2025 Supplemental Priorities. (h) the Career Pathways and Workforce Readiness Supplemental Priority.

Note: The regulations in [34 CFR part 86](#) apply to institutions of higher education (IHEs) only.

Note: The MEP definitions and NFJP definitions and eligibility regulations apply to individuals seeking to qualify for HEP based on past participation in the MEP or NFJP.

Continuation Awards

In making a continuation award determination under [34 CFR 75.253](#), ED 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; if ED has established performance measurement requirements, whether the grantee has made substantial progress in achieving the performance targets in the grantee's approved application; and whether the grant continues to be in the best interest in the federal government.

In making a continuation award determination, ED also considers whether the grantee is operating in compliance with the terms and conditions specified elsewhere in this notice and 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 ED ([34 CFR 100.4](#), [104.5](#), [106.4](#), [108.8](#), and [110.23](#)). In making any continuation award determination, ED may consider all relevant information.

Application Checklist

The application will require you to fill out several forms, which are listed and linked in grants.gov. See below for a description of forms and sections:

1. Standard Documents

- Application for Federal Assistance (SF 424)
- ED Supplemental Information for SF 424

2. Budget Information

- Budget Information for Non-Construction Programs (SF-424A)

3. ED Abstract Form

- Project Abstract

4. Project Narrative

- Application Narrative (Project Narrative Attachment Form)

5. Budget Narrative

- Budget Narrative (Budget Narrative Attachment Form)

6. Other Attachment Forms

- Individual Resumes for Project Director & Key Personnel
- Documentation of Nonprofit Status

7. Assurances and Certifications

- Disclosure of Lobbying Activities (Standard Form LLL)
- Grants.gov Lobbying Form

Part 1: Standard Documents

Application for Federal Assistance (SF 424)

ED Supplemental Information for SF 424 ([Instructions](#))

These forms require basic identifying information about the applicant and the application. Please provide all requested applicant information (including name, address, e-mail address and UEI). **When applying electronically via Grants.gov, you will need to ensure that the UEI on your application is the same as the UEI your organization used when it registered with the System for Award Management.**

Applicants are advised to complete the Application for Federal Assistance (Form SF 424) first. Grants.gov will automatically insert the correct Assistance Listing Number and program name automatically wherever needed on other forms.

Please do not attach any narratives, supporting files, or application components to the Standard Form (SF 424). Although this form accepts attachments, ED will only review materials/files attached in accordance with the instructions provided within this application.

Part 2: Budget Information

Budget Information for Non-Construction Programs (SF-424A)

The SF-424A Budget Information Form is required. This part of your application contains information about the Federal funding you are requesting. The form requires total funding requests for each year of the project but only requires detailed information for Year 1 of the project. You will provide information on all years of the project, including an itemized budget breakdown for each year of the proposed project, in your Budget Narrative. Specific instructions for completing the Budget Narrative are provided within this application notice and instructions under Budget Narrative. Budget Narrative attachments are not included in the page count.

Instructions for completing SF-424A:

The SF-424A has six sections (A-F). While the form includes several sections and boxes, please use the information below to complete only the necessary sections.

Section A – Budget Summary

- *Section A-Budget Summary:* Enter the name of the grant program for which you are requesting funds in 1(a).
- *Section A-Budget Summary:* 1(b): Enter the Assistance Listing Number (Example 84.368A).
- *Section A-Budget Summary:* 1(e) “Federal”: Include the total amount requested for the entire performance period. The amount you enter here will auto populate in 5 (e).
- *Section A-Budget Summary:* 1(f) “Non-Federal”: Only include an amount in this section if you propose to include non-Federal financial resources as part of this project, including any non-Federal funds to meet any program cost sharing requirements. If not including non-Federal financial resources, leave this blank or include 0.
- *Section A-Budget Summary:* 1(g): If using Grants.gov form, the total amount included here will be auto-calculated based on what is included in 1(e) and 1(f).

Section B – Budget Categories

Section B-Budget Categories:

- *Line 6. Object Class Categories:* The categories listed here (a-k) are the categories you will need to further describe in the Budget Narrative. For this section, only include the total amount by category for Year 1 of the project. You will provide a breakdown by category for each year of the project in the Budget Narrative. If using Grants.gov, line 6 column (1) will be auto-populated with the name of the program for which you are requesting funding.
 - *Personnel (line 6a):* Enter project personnel salaries and wages only. Include fees and expenses for consultants on line 6f or 6h.
 - *Fringe Benefits (line 6b):* The organization's normal fringe benefits contribution may be charged to the program. Leave this line blank if fringe benefits applicable to direct salaries and wages are treated as part of the indirect cost.
 - *Travel (line 6c):* Indicate the travel costs of employees and participants only. Include travel of persons such as consultants on line 6f or 6h.
 - *Equipment (line 6d):* Indicate the cost of tangible, non-expendable personal property that has a usefulness greater than one year and acquisition costs that are the lesser of the capitalization level established by the applicant entity for financial statement purposes or \$10,000 per article. Lower limits may be established to maintain consistency with the applicant's policy.
 - *Supplies (line 6e):* Show all tangible, expendable personal property. Direct supplies and materials differ from equipment in that they are consumable, expendable, and of a relatively low unit cost. Supplies purchased with grant funds should directly benefit the grant project and be necessary for achieving the goals of the project.
 - *Contractual (line 6f):* The contractual category should include all costs specifically incurred with actions that the applicant takes in conjunction with an established internal procurement system. Include consultant fees, expenses, and travel costs in this category if the consultant's services are obtained through a written binding agreement or contract.
 - *Construction (line 6g):* Construction funds are not authorized, unless specified by the program. If construction is allowable, include the amount request for construction costs.
 - *Other (line 6h):* Indicate all direct costs not covered on lines 1-6. For example, include costs such as space rental, required fees, honoraria and travel (where a contract is not in place for services), training, and communication and printing costs. **If applicable, include stipends under**

Other. Do not include stipends when calculating the indirect cost. Do not include costs that are included in the indirect cost rate.

- *Total Direct Costs (line 6i)*: The sum of lines 6a-6h. If using Grants.gov, this number is auto-calculated.
 - *Indirect Costs (line 6j)*: Indicate the applicant's approved indirect cost rate, per 34 [CFR 75.560 - 75.564](#). If an applicant does not have an approved indirect cost rate agreement with a cognizant Federal agency, the applicant must apply to ED for a temporary indirect cost rate if it wishes to charge indirect costs to the grant. For more information, go to [ED's website](#). In addition, a grantee, if it is eligible, may also use de minimis rate as provided for under [2 CFR 200.414\(f\)](#).
 - *Total Cost (line 6i and 6j)*: This number should be equal to sum of lines 6i-6j (total of direct costs + indirect costs). If using Grants.gov, this number is auto-calculated. The sum for column one, labeled Project Year 6 (1), should also be equal to item 15a on the application cover sheet (SF Form 424).
- *Line 7. Program Income*: You may leave this field blank.

Section C – Non-Federal Resources

This section should only be completed if you are proposing a cost share or if the program for which you are applying requires a Non-Federal cost share. If include a cost share, provide a breakdown by including the dollars that will come from the applicant, State, and other sources, as applicable.

Section D – Forecasted Cash Needs

- *Line 13. Federal*: The total for 1st Year column will automatically calculate based on the funding amounts included in Quarters 1-4. These quarters apply to **Year One ONLY**. Enter the forecasted cash needs from Federal sources for each quarter of the first program year. The amount entered for each quarter will be used to auto-calculate the amount in line 15 and is your forecasted needs. You will have an opportunity to provide updates to these quarterly amounts in post-award.
- *Line 14. Non-Federal*: The total for 1st year column will automatically calculate based on the funding amounts included in Quarters 1-4. These quarters apply to **Year One ONLY. Leave this blank for each quarter if you are not including any Non-Federal Funds**. If including non-Federal funds, enter the forecasted cash needs from non-Federal sources for the first quarter of the first program year. If not applicable, leave blank.
- *Line 15. (sum of lines 13 and 14)*: If using Grants.gov, the total is auto-calculated.

Section E – Budget Estimates of Federal Funds Needed for Balance of the Project

This section collects information for future funding periods. While the columns are labeled First (b) through Fourth (e), this is the section where you will include the **total** amount of Federal funds requested for Years 2-5, for five-year projects. You are only including the **total** amount of Federal funds requested for the outyears beyond Year 1. The total amount in Section D. line 13 plus the total amount in the outyears should match the project total requested in Section A line 5 (e).

- *Line 16 Column (a) Grant Program:* If using Grants.gov, this box will be auto-populated with the name of the program you included in Section A Line 1.
- *Line 16 Column (b) First:* Include the total amount requested for the first outyear. **Year 2 of the project.** Ensure this amount matches what is in your Budget Narrative.
- *Line 16 Column (c) Second:* Include the total amount requested for the second outyear. **Year 3 of the project.** Ensure this amount matches what is in your Budget Narrative.
- *Line 16 Column (d) Third:* Include the total amount requested for the third outyear. **Year 4 of the project.** Ensure this amount matches what is in your Budget Narrative.
- *Line 16 Column (e) Fourth:* Include the total amount requested for the fourth outyear. **Year 5 of the project.** Ensure this amount matches what is in your Budget Narrative.

Section F – Other Budget Information

- *Line 21. Direct Charges:* You may leave this field blank.
- *Line 22. Indirect Charges:* Enter the type of indirect rate (provisional, predetermined, final or fixed) or the 8% of the modified total direct cost base that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.
- *Line 23. Remarks:* You may leave this field blank.

Part 3: Abstract Form

The project abstract should not exceed two double spaced pages and should include a concise description of the following information:

- Proposed project objectives and activities
- Absolute Priority(ies)
- Competitive preference priority(ies), if applicable
- Proposed project outcomes
- Proposed project partners, if applicable

Part 4: Project Narrative

This section should be attached as a single document to the Project Narrative Attachment Form in accordance with these instructions and should be organized in the following manner and include the following parts in order to expedite the review process.

Ensure that you only attach the ED approved file types detailed in the [2025 Common Instructions](#). When attaching files, applicants should limit the size of their file names.

- **Table of Contents**

The Table of Contents shows where and how the important sections of your proposal are organized and should not exceed one double-spaced page.

- **Application Narrative**

ED encourages applicants to limit this section of the application to the equivalent of no more than 25 pages. The recommended page limit does not apply to the cover sheet; the budget section, including the narrative budget justification; the assurances and certifications; or the project abstract, the resumes, the bibliography, or the letters of support. However, the recommended page limit does apply to the **Project Narrative**.

Part 5: Budget Narrative

This section should be attached as a single document to the Budget Narrative Attachment Form in accordance with these instructions. It should be organized in the following manner and include the following parts in order to expedite the review process. Ensure that you attach the ED approved file types detailed in the [2025 Common Instructions](#).

Each application must also provide a Budget Narrative for requested Federal funds. The Budget Narrative for requested Federal funds should provide a justification of how the money requested for each budget item will be spent, and the total amounts for each project year should match the total amounts in the SF-424A. Specifically, Year 1 of the Budget Narrative should match the information in Section B – Budget Categories of the SF-242A and Years 2 through 5 of the Budget Narrative should match Section E – Budget Estimates of Federal Funds Needed for Balance of the Project in SF-424A. A total of five (5) years must be reflected in the Budget Narrative.

This section requires an itemized budget breakdown for each project year and the basis for estimating the costs of personnel salaries, benefits, project staff travel, materials and supplies, consultants and subcontracts, indirect costs and any other projected expenditures. Be sure to complete an itemized budget breakdown and narrative for each year of the proposed project. Below is a breakdown of the categories to be included in the Budget Narrative for each of the five (5) project years:

- *Personnel*: List all staff positions by title including roles and responsibilities. For each position give the annual salary, the percentage of time devoted to the project, and the amount of each position's salary funded by the grant.

- *Fringe Benefits:* The institution’s normal fringe benefits contribution may be charged to the program. Leave this line blank if fringe benefits applicable to direct salaries and wages are treated as part of the indirect cost.
- *Travel:* For grantee staff only, specify the purpose, number of staff traveling, mileage, per diem, estimated number of in-state and out-of-state trips, and other estimated costs for each type of travel.
- *Equipment:* Identify each item of equipment you expect to purchase that has an estimated acquisition cost of \$10,000 or more per unit (or if your capitalization level is less than \$10,000, use your capitalization level) and a useful lifetime of more than one year (see [2 CFR Part 200.1](#) for the definition of Equipment). List the item, quantity, and the unit cost per item.
- *Supplies:* Identify the cost of supplies (e.g., general office supplies, desk/chairs, laptops/printers, other specialty items) in the detailed budget per category. Except for general office supplies, list the item, quantity, and the unit cost per item. Supplies include all tangible personal property other than “equipment” (see [2 CFR Part 200.1](#) for the definition of Supplies). Items with a unit cost of less than \$10,000 are supplies, not “equipment.”
- *Contractual:* The contractual category should include all costs specifically incurred with actions that the applicant takes in conjunction with an established internal procurement system. Include consultant fees, expenses, and travel costs in this category if the consultant’s services are obtained through a written binding agreement or contract.
- *Construction:* Construction funds are not authorized.
- *Other:* Indicate all direct costs not covered elsewhere. For example, include such costs as space rental, required fees, honoraria and travel (where a contract is not in place for services), training, and communication and printing costs. List items, such as stipends or incentives, not covered elsewhere. Do not include costs that are included in the indirect cost rate.
- *Indirect Costs:* Indicate the applicant’s approved indirect cost rate, per sections [34 CFR 75.560 - 75.564](#). If an applicant does not have an approved indirect cost rate agreement with a cognizant Federal agency, the applicant must apply to ED for a temporary indirect cost rate if it wishes to charge indirect costs to the grant. For more information, go to [ED’s website](#). In addition, a grantee, if it is eligible, may also use de minimis rate as provided for under 2 CFR 200.414(f).
- *Total Cost:* This number should be total direct costs + indirect costs.

The Budget Narrative provides an opportunity for the applicant to identify the nature and amount of the proposed expenditures. The applicant should provide sufficient detail to enable reviewers and project staff to understand how requested funds will be used, how

much will be expended, and the relationship between the requested funds and project activities and outcomes.

In accordance with [34 CFR 75.232](#), ED staff perform a cost analysis of each recommended project to ensure that costs relate to the activities and objectives of the project, are reasonable, allowable and allocable. ED may delete or reduce costs from the budget during this review.

Note: Applicants are encouraged to review the Cost Principles described in 2 CFR part 200 subpart E 2 of the Guidance for Federal Financial Assistance

Part 6: Other Attachment Forms

Attach one or more documents to the Other Attachments Form. You may provide all of the required information in a single document, or in multiple documents.

Ensure that you only attach the ED approved file types detailed in the [2025 Common Instructions](#).

Suggested order:

- Resumes/Vitae
- Letters
- Supplementary Information
- Other Appendices

Part 7: Assurances and Certifications

Be certain to complete all required assurances and certifications and include all required information in the appropriate place on each form. The assurances and certifications required for this application are:

- Disclosure of Lobbying Activities
- Grants.Gov Lobbying Form – “Certification Regarding Lobbying”

Note: While it is required to submit the lobbying form that best meets an applicants’ situation, the two forms are classified as “optional” in Grants.gov to avoid submission errors when only one of the lobbying form is submitted.

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 Portable Document Format (PDF). ED recommends 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 for review.
- 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.