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DEPARTMENT OF THE INTERIOR

Bureau of Indian Affairs

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Living Languages Grant Program (LLGP); Solicitation of Proposals

AGENCY: Bureau of Indian Affairs (BIA), Interior.

ACTION: Notice.

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A. Program Description

A1. Authority

This is a competitive discretionary grant program authorized under the Snyder Act (25 U.S.C. 13) and the Consolidated Appropriations Act, 2023 (PL 117-164). The Snyder Act authorizes the BIA to expend such monies as Congress may appropriate for the benefit, care, and assistance of Indians for the purposes listed in the Act. The LLGP grants facilitate one of the purposes listed in the Snyder Act: “General support and civilization, including education.” The Consolidated Appropriations Act, 2023, authorizes the BIA to “carry out the operation of Indian programs by direct expenditure, contracts, cooperative agreements, compacts, and grants, either directly or in cooperation with States and other organizations.” Further, the Conference Report specifies, the agreement continues \$5,676,000 for grants to federally recognized Indian Tribes and Tribal organizations to provide native language instruction and immersion programs to Native students not enrolled at Bureau of Indian Education (BIE) schools, including those Tribes and organizations in states without Bureau-funded schools. The Secretary or their designee will make the final determination on all grant awardees.

A2. Background, Purpose and Program Requirements

It is very important to thoroughly review this Full Announcement to fully understand how to apply for a LLGP grant. Please utilize our Technical Assistance, provided by Tribal Tech, which can be requested via their in-take form:

<https://app.smartsheet.com/b/publish?EQBCT=98a8ecfd0f3d452693e589c6a0a678d8>

Background

The U.S. Department of Interior (DOI), Office of the Assistant Secretary—Indian Affairs, through the Office of Indian Economic Development (OIED), solicits proposals from eligible entities for LLGP grants. Indian Tribes are referred to using the term “Tribe” throughout this notice, see Section C. *Eligibility Information*. While only eligible Indian Tribes or Tribal Organizations may apply for LLGP grants, grantees may select or retain for-profit or non-profit Tribal Organizations to perform a grant’s scope of work for grant funding to support Tribal programs to revitalize and restore Native languages and build Tribal capacity to create or expand language immersion programs.

The two previously funded LLGP grant offerings focused on small or start-up programs whose objective was to document or build capacity to preserve Native languages losing users, but which still had active users at the grandparent generation. The LLGP had sought to document, preserve, and revitalize languages used for face-to-face communication; languages that could be used by a child-bearing generation, but were not being transmitted to children; languages whose only active users were members of the grandparent generation or older but who had little opportunity to use them; and languages that served as a reminder of heritage identity for an ethnic community, but which lacked proficient speakers.

Currently, there has been a shift in Native federal policy toward approaching language revitalization at a long-term level commitment as a key component of a comprehensive approach to revitalize Native communities. A U.S. federal draft framework for a 10-year [National Plan on Native Language Revitalization \(10-year Plan\)](#) has been released with a full plan to be released later. The framework is built upon four foundational pillars:

- Awareness – Creating national awareness of the importance of Native languages.
- Recognition – Policy recognition of the U.S. policies to eradicate Native languages and the need to devote resources toward Native language revitalization.
- Integration – Determine ways to integrate Native languages into mainstream society and federal policy.
- Support – Identify and increase funding for Native language revitalization.

This solicitation is based upon the draft framework and incorporates a Native language revitalization ecosystem approach and recommendations from Tribes and Native language revitalization practitioners. In a climate that is confronted with a global pandemic, boarding school reports and the accelerated loss of elder first language speakers, the need to look forward and prioritize Native language revitalization has never been greater.

OIED has historically offered grant program solicitations in a broad format to meet the individual and unique Tribal needs, as well as at their capacity. The draft 10-year Plan includes Planning Principles that mirror those initiatives, recognizing there is not a one size fits all approach, and that Native communities have the solutions to their own challenges. This LLGP solicitation provides broad program requirements that incorporate some structured guidance but still provides maximum flexibility and responsiveness to the various needs of each individual Tribal community. Various sections of the 10-year Plan will be threaded throughout this Notice of Funding Opportunity (NOFO).

FY 2023 LLGP “All-Of-Community”

This Fiscal Year 2023 LLGP cohort will focus on providing funding for Native language immersion projects to support a cohesive Tribal community approach through collaborative instruction based on current language immersion models. The LLGP expands on the knowledge obtained from previous federally funded language projects, existing language immersion success traits, and from current subject matter experts who are at the front of the language revitalization efforts. The structure of this solicitation was derived directly from the various inputs provided by those leaders in the communities who offered their time and experiences to help formulate certain success parameters into a project framework.

The LLGP’s objective is the development of a language immersion program that is implemented with measures and means for long-term sustainability success. As evident in the increased award amounts and project terms, Indian Affairs (IA) has allowed for continuity by single source funding to address a full spectrum of needs through a multi-year grant.

The following sections on Project Structure and Parameters are suggested to be used as a guide toward supporting a cohesive Tribal community approach language immersion program. Whereas each proposal will tackle their community's own distinctive needs and have the freedom to provide for that flexibility, the methods outlined in the proposal should demonstrate the same level of Tribal community cohesion and depth. The application should show quality and descriptiveness in the details and provide a clear concept & program compliant design.

The following sections will outline the “all-of-community” structure by which the LLGP will solicit applications from tribes and Tribal Organizations interested in language immersion projects, the evaluation of applications received, and the criteria by which the applications will be competitively reviewed:

1. Identification and Implementation of an Immersion Model
 - 1.1 Known Model Baselines
 - 1.2 Breadth of Plan
2. Full Time Employees (FTEs) and Resource Allocations
 - 2.1 Direct Hiring
 - 2.2 FTE Allocation
 - 2.3 Strategic Planning
 - 2.4 Workforce Development
3. Collaborations
 - 3.1 Education, Certification and Designation
 - 3.2 Community, Family Members and Elders
 - 3.3 Cultural and Religious Leadership
 - 3.4 Health and Social Services
 - 3.5 Stakeholders and Public Relations
 - 3.6 Food Sovereignty and Food as Medicine
4. Additional Activities
5. Objectives, Milestones, Timelines

1. Identification and Implementation of an Immersion Model

Language Immersion by most linguists and language educators is defined as “instruction through full immersion in the secondary target language (Native language) where the primary language (English) is used at a bare minimum, if ever.” This is recognized as the preferred method to promote the learning and retention of that language during those instructional periods. This becomes problematic when there are no first language speakers remaining, the language is extremely endangered or lost, or the lack of infrastructure to provide physical space to provide the language immersion successfully is limited where there are remaining speakers.

Many Indigenous populations from Alaska to Florida are now learning English as their first and primary language, and Native “heritage” languages are now secondary languages or not learned at all. Thus, the LLGP will be a critical asset by providing diverse levels of educational language instruction. The LLGP provides an innovative way to promote capacity building to establish a new language immersion program or continue to build on existing programming that fits each applicant’s particular needs. It will allow for the implementation of educational techniques where the secondary Native language is acquired with the needed instruction from the primary English language as a base or reference. No model is preferred over the other with success and rigor being emphasized. Each application will approach immersion in whichever format is appropriate and effective towards a sustainable foundation. An identified model should provide supporting data, documentation, milestones and timelines to establish obtainable goals towards the sustainable language program addressing the unique needs of the particular language group. Whichever model may be a function of baseline data such as language fluency surveys or community outreach to be implemented into a program with known success rates.

As any Native language revitalization and reclamation endeavor must be multidimensional and interdisciplinary in nature, so must the implemented model be “all-of-community.” The model should encompass and interconnect the Tribal community needs by addressing:

- Agriculture
- Art & Culture
- Conservation
- Economic development
- Education
- Healthcare
- Job training
- Public safety

Additionally, Indigenous Knowledge (IK) and Native languages are intrinsically bound to one another. Successful grant applications will weave IK into all facets of programming.

1.1 Known Model Baselines

There is a wealth of data from various resource guides, comprehensive studies, research on educational attainment and evidence-based approaches, and research on native language retention and revitalization that supports some well-known immersion models. Any model selected among known frameworks will naturally be tailored towards addressing the “all-of-community” approach for the language community. Examples include, but are not limited to:

- Language Nests (Hawai’ian Nest, Māori Model, etc.)
- Dual Language Immersion (90:10, 50:50, etc.)
- Methods (Silent Way, Master Apprentice, etc.)
- Models (Montessori, Waldorf, etc.)

Any model should be considered a starting point as it begins to address the unique needs of the Tribal community. Associated reference materials may assist in the formal and informal learning plans as they add to a holistic language community learning environment. Materials may include dictionaries, song collections, grammar handbooks, mobile apps, computer programs, books, etc. Apart from integrating immersion types (systems, spatial, empathic/social, narrative/sequential) the model must integrate age ranges, grade levels, caregivers, staff, collaborations, social programs and additional activities (formal and informal).

1.2 Breadth of Plan

Regardless of beliefs and cultural identities, all native people recognize the critical formative years in children from 0 to 5 years which often starts from the womb. A breadth of plan for language immersion should include detailed plans for all age groups, which may include, but not limited to:

- Early Childhood – Pre-birth/Birth to 5 years. Includes all education not limited to daycare, pre-school, early Head Start, etc.
- Elementary – Kindergarten through 5th Grade
- Middle and High School – 6th Grade through 12th Grade
- Post-Secondary and Adult Learning – College/University through Adulthood through entire lifetime.
- Distance Learners

Each group may share in the utilization of sequenced curriculum, as well as the development of pedagogical materials. Every Tribal community will address their own needs that may determine why and how to combine different group segments. Certain societal and religious factors may design the learning of key tribal language information as appropriate.

Given limited resources, successful applications will demonstrate that programming for every age group will be provided. More specifically, specialization and focus within a plan should describe how a particular program is planning to address every age group, is conscious of a gap in programming for a particular age group or touches upon these age groups through enhancement activities. These efforts could be accomplished through an anchor program such as a language immersion school.

2. Full Time Employees (FTEs) and Resource Allocations

Applicants implementing a Native language program should demonstrate they have qualified and vetted staff with the necessary licensing and experience of operating and administering a Native American language immersion program. Commitment letters of core staff which if awarded should fill those roles identified in the application per industry standards (30-60 days, etc.).

2.1 Direct Hiring

FTEs or allocation of FTEs may also be directly charged to the grant. LLGP funding will allow for competitive retainment of personnel through the 3-year duration of the project, as demonstrated as necessary and reasonable with compensation that is commensurate to similar industry standards. All recipients must comply with applicable federal, tribal, or state laws with respect to criminal history record checks and clearances on child abuse, neglect and sex offender registries. Key personnel should be identified for each role and responsibility they will provide in the program.

2.2 FTE Allocation

Particular attention should be placed on the various roles and responsibilities that each FTE will oversee, overlap and cross-train. There should not be individuals saddled with multiple responsibilities that will bottleneck the project continuity in the event they are unavailable. Maximum distribution of roles and activities within the program group are key to avoid personnel “wearing too many hats.” The program must start immediately under a team approach, who all add their collective talents and roles/responsibilities to the team and wellness factor. Identification of the organization for the personnel descriptions, role justification, resumes, estimated salary & fringe, etc., will be required for roles such as, but not limited to:

- Grant Point of Contact (Programmatic and Financial)
- Facilitator(s)
- Administrator(s)
- Teacher(s)
- Curriculum Designer(s)
- Reclamation Coordinator(s)
- Parents & Caregivers
- Elders
- Tribal Leaders
- Other Needed FTEs – Religious, Cultural, Education, Spiritual, etc.

Hiring and training are important aspects to identify FTEs. Hiring must follow organization policies and procedures following verified hiring practices. Teacher training and professional development should be made available as an important factor in revitalization efforts and in addressing staff retainment challenges fostering a successful, sustainable program.

As with any learning program, the development and implementation of rigorous standards at all group levels is critical to ensuring Tribal community learning programs implement effective learning in and out of the Tribal community. The language program will routinely develop and utilize assessment materials and methodologies critical to continued success.

Certain communities may benefit from the advances of current and emerging technologies that can add to the language initiatives. It is acknowledged that some communities may have religious restrictions that would prohibit certain technology involvement.

2.3 Strategic Planning

Key personnel may work in conjunction with other funded programs (federal, state, private, etc.) due to scarcity in the Tribal community of individuals who can fulfill the necessary language needs. Every community has the right to implement strategic language revitalization plans that align with government, schools, NGOs and the community at large. Each applicant will demonstrate a clear distinction between LLGP program goals, compensation, and roles & responsibilities, and that of any other program they may be involved.

While there can be no duplication of efforts, co-mingling of funding resources, or double-dipping, there may be allocation of FTE resources that can satisfy personnel involvement in other programs without violating the regulation and policy of each entity. Project goals, funds and reporting mechanisms must be independent of other language resources with no co-mingling of assets. Assurances and confirmation of this may be required. While each program in the community has their own, unique goals, revitalization of the language is the mission that can unite and maximize the effectiveness of every available language teacher.

2.4 Workforce Development

The development and hiring of FTEs is critical to fulfill the language immersion goals. Various areas of support may also be considered from the Tribal community at large to encourage the community engagement and reinforcement. Workforce development can encompass a wide range of creative means to harness community buy in, contribute to the language being use outside of the classroom, and provide for learning across age groups.

Parent(s) and caregiver(s) are particularly encouraged, if not be required, that they be directly connected to the program with the child in every way possible. Ideally, the entirely family would be involved in the program towards being language learners and advocates. Building capacity involves incorporating all the different immediate and extended family structure as it relates to the society.

Compensation and volunteer arrangements can be made in a variety of different ways to involve the community members, particularly that of the young learner nucleus. This may include, but not limited to, designs for cleaning staff, maintenance and facilities, teacher support, grounds keepers, cultural guides, religious heads, and community leaders.

3. Collaborations

Collaboration is the cornerstone of every successful program. Retaining language immersion learners, vital FTEs, associated networks and Tribal community engagement start by addressing barriers often associated within structured learning. The applications submitted for LLGP funding consideration must provide the necessary demonstration of established partnerships as well as the outreach support towards anticipated collaborations. Regulatory limitations (see *D6. Funding Restrictions*) per the OIED grant program and 2 CFR 200, may restrict extensive travel, food as a budget item, and large-scale fund allocation proposals.

Collaboration may also extend (sometimes must) to the other federally funded language programs in the community. While it is imperative that there is no overlap or duplication of federal funds, it is also important not to compete on mission or project goals. Project goals, funds and reporting mechanisms must be independent of other language resources with no comingling of funds/assets, however, approaching language immersion at a community-wide level will include the concert of other language efforts.

Each community will develop their own approach, collaborate with language-family organizations, and build upon strengths that many times will not be a one single approach. Covering many facets may entail aspects of educational sovereignty, collaborating with BIE operated schools, Department of Education, and participating in innovative projects.

3.1 Education, Certification and Designation

Appropriate training and professional development should be available which may include acquiring specific teaching certificates and designations. Maintaining a high level of education standards entails utilizing individuals with the necessary language skills. In addition, the training should include the development and growth of those individuals over the long run. The sustainability of the program beyond the grant term will require staff retainment of these highly effective individuals. Participation may include national Native language efforts for instruction, certification, designation, continuing education, and attendance at workshops and conferences.

3.2 Community, Family Members and Elders

The Breadth of Plan will indicate the various segments the Tribal community may wish to provide as a structured focus. Models have shown the inclusion of the Parent(s), Guardian(s) and Caregiver(s) of the younger segments is crucial to carrying the learning into the home. The Workforce Development will provide ways to harness relative strengths and needed assistance to thread those nucleus members to a level of engagement and ownership. Every effort should be made to include those important influencers.

The community elders must be identified as contributors to the program, regardless of their position in the relative front or the center. Undeniably, the elders in the community incorporate the language into the culture and depth of the language application. They are the natural keepers of culture, religious observance, and leadership. The program must connect with the elders as an anchor in the system to place them in a valued role to share their knowledge. Elders are mentors to all, allowing them to lead and be the backbones of the program. Every effort shall be made for their inclusion, as well as providing support with any technological challenges.

3.3 Cultural and Religious Leadership

Many Tribal communities will require the involvement of cultural, religious, clan, societal, medicine, etc., members depending on the structure of the Tribe. While it is very beneficial and encouraged, it is not a mandatory component across all applications. The involvement of societal groups should be dictated by the community at large, with the program mission indicated how and when to include them.

The language usage and understanding of those cultural and historical components can help to cross pollinate the language revitalization mission. Cultural activities like prayer and conversations attend to the family well-being as a priority. Putting those relationships first, helping community members as individuals will benefit the youngest language learners on multiple levels.

3.4 Health and Social Services

As it is well known throughout Indian Country, Native Americans have the highest death rates from causes such as alcoholism, diabetes, and homicides than other Americans. Funding and resources to address this barrier and unmet need are scarce. The language program will provide networking partnerships and collaborations to address many periodic social hurdles of the language learners. The opportunities for the program to harness the social worker expertise when the learners and families encounter loss of jobs, addiction, abuse, illness, mental health, etc., will strengthen those community connections.

Native communities are being challenged to address many hurdles from economic depression, addiction and substance abuse, mental health, broadband connectivity digital divides, food scarcity, employment, and COVID-19 impacts. The longer duration of this grant term, combined with the involvement of many members of the community, will strive to address these social issues at the ground level. The language program can look at these instances as opportunities to provide help and support for individuals and families where the motivation to accept help may have previously not been experienced.

3.5 Stakeholders and Public Relations

The immersion program will collaborate with systems already in place as well as develop new systems as the community buy-in and ownership grows. Publicity and outreach among the community members through social networks, media, traditional media, and involvement in community events will add to the visual recognition of the program. The development of those initiatives will help build upon future language immersion growth.

3.6 Food Sovereignty and Food as Medicine

There has been a resurgence in Native Food revitalization to connect our Native People back to traditional and sustainable food practices. These healthier food options are being cultivated across Tribal communities that impact all segments of age and society levels. Language immersion may hold valuable implementation of those strategies as it builds a collaborative approach of the language to every area of the community structure. Food as medicine strategies, like language, can be best rooted when they are implemented at early ages. Collaborative opportunities with local Native food enterprises will have life-long residuals.

4. Additional Activities

Additional activities to utilize the language outside of the classroom is imperative towards fluency in the Tribal community. “Stealing back time” and learning through the language reinforces the learning process as the community is bombarded with social media, applications and predominant English-speaking forums. Activities in the language, through the language, as a function of daily life should be implemented as the opportunities are available. These may include, but are not limited to:

- Traditional craft creation and utilization that are culturally driven and done in the language.
- Social get-togethers corresponding to seasonal, holiday and cultural observances.
- Sports and Team oriented associations that are done exclusively in the language.
- Production of videos, phone apps, digital resources that can steal time back while they are away from the immersion area. This will help infiltrate the home unit.
- The recording and documenting of language related recordings. An invaluable resource to record stories, commands, etc.
- Language activities centered around food cultivation, food preparation, diet, wellness, etc., that the language will root itself for years and generations to come.

Regulatory limitations (see Section *D6. Funding Restrictions*) per the OIED grant program and 2 CFR 200, may restrict extensive travel, food as a budget item, and large-scale fund allocation ideas. The applicant should be mindful of the language mission focus as a priority and paramount to any activities that may be too onerous. However, the ability to explore alternative methods in the community to expose the language to all is an opportunity worth exploring.

5. Objectives, Milestones, Timelines and Work Plan

Appropriate timelines and reporting activities identified should correlate with the overall mission and intent of the program to create a “Native language immersion projects that support a cohesive community approach through collaborative instruction based on current language immersion models.” Each immersion grant awarded will differ from any other as each uniquely addresses their challenges and barriers towards an “all-of-community” approach. Objective goals should center around addressing the components of Sections *A2*, *D2*, *D7* and *E* of this NOFO solicitation.

The project will be limited to a maximum of three measurable project objectives for the entire 3-year period. These must be measurable language immersion objectives that track goal achievements across the grant term at identified milestones in one-year increments. While the objectives and milestones are at full-term and at one-year segments, reporting capabilities will be at 6-month intervals (see Section *F3. Reporting*). Funding will be made annually and based on the identified budget plans for the 3-year term. The milestones and timelines should base measurable accomplishments to be reported annually.

There will be a variation of an Objective Work Plan that will be utilized for the reporting function of the program, which will be vetted through Office of Management and Budget. In the absence of an official form, any objective work plan may be utilized. Each applicant has the freedom to incorporate their own objectives, milestones/outcomes and timelines into an objective work plan that provides for the best demonstration of those elements throughout the term(s) of the grant. The project objectives must identify the timeline approach to the annual milestones. The key elements of the project objectives and milestones can incorporate desirable age segment outputs and outcomes, staff growth and responsibilities, collaborative and networking creations, additional activities as appropriate, and timeframes for the completion of each activity. The actual work plan objective and milestone approach should complement those mission parameters stated in the project narrative and be supported consistency throughout the application. The actual work-plan should identify how (through key activities), when (by established timeframes for key activities), and by whom (staff responsible for activity completion) the project will be implemented, tracked, time-limited and completed within the grant term(s).

The application objectives can also thread various sections of the application sections and project criteria to include networking and collaborative associations to address additional future funding for the immersion program. Sustainability of the program beyond the scope and funding of this grant award should be a priority from the very beginning.

Applicant Procurement Procedures

The applicant is subject to the procurement standards under 2 CFR 200.318 through 200.326. In accordance with 2 CFR 200.318, an applicant must use its own documented procurement procedures which reflect Tribal laws and regulations, provided that the procurements conform to applicable Federal law and standards identified in Part 2 of the Code of Federal Regulations.

Limitations

LLGP grant funding must be expended in accordance with applicable federal statutory and regulatory requirements, including 2 CFR part 200. As part of the grant application review process, OIED may conduct a review of an applicant's prior OIED grant(s). Applicants currently under BIA sanction Level 2 or higher resulting from noncompliance with the Single Audit Act are ineligible for a LLGP grants. Applicants at Sanction Level 1 will be considered for funding.

Only one application will be accepted from an eligible Tribe or Tribal Organization. Applications should address one project and any submissions that contain multiple project proposals will not be considered.

Ineligible and Incomplete Applications

Applicants that do not satisfy the definition of Indian Tribes and Tribal Organizations, as defined in Section 4 of the Indian Self-Determination and Education Assistance Act (ISDEAA) ([25 U.S.C. 5304](#)), including Tribal Consortia, will be considered ineligible for LLGP funding and the application will not be reviewed.

Eligible applicants that do not submit a complete application (see Section *D. Application and Submission Information*) will be considered incomplete for LLGP funding and the application will not be reviewed.

Please ensure that all forms, sections, mandatory components and supporting documentation as listed in this announcement are completed and submitted in grants.gov. These grants will be funded under a non-recurring appropriation of the BIA budget. Congress appropriates funds on a year-to-year basis. Thus, while the LLGP projects may extend over several years, funding for successive years depends on each fiscal year's appropriations. OIED administers this program through its Division of Economic Development (DED). The funding periods and amounts referenced in this solicitation are subject to the availability of funds at the time of award, as well as the DOI and Indian Affairs priorities at the time of the award. Neither DOI nor Indian Affairs will be held responsible for proposal or application preparation costs. Publication of this solicitation does not obligate DOI or Indian Affairs to award any specific grant or to obligate all or any part of available funds. Future funding is subject to the availability of appropriations and cannot be guaranteed. DOI or Indian Affairs may cancel or withdraw this solicitation at any time.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$5,676,000

B2. Expected Award Amount

Maximum Award

\$300,000, annual funding

Minimum Award

\$250,000, annual funding

Term

3-year term

OIED anticipates awarding approximately 18 to 22 grants under this announcement ranging in value from approximately \$250,000 to \$300,000 in annual funding. LLGP awards will remain active for a three-year period of performance. OIED will use a competitive evaluation process for awarding based on criteria described in Section E. *Application Review Information* of this notice. Only one application will be accepted from an eligible Tribe. LLGP funding is intended for immersion projects that can provide a “all-of-community” language program with measurable outcomes which will be achieved within the proposed period of performance. No project shall be funded that has comparable activities previously carried out under other federal assistance.

B3. Anticipated Award Funding and Dates

Anticipated Award Date

October 30, 2023

B4. Number of Awards

Expected Number of Awards

20

B5. Type of Award

Funding Instrument Type

G - Grant

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

11 – Native American tribal organizations (other than Federally recognized tribal governments)

07 – Native American tribal governments (Federally recognized)

Eligibility for Funding

The Office of the Assistant Secretary – Indian Affairs, through OIED, is soliciting proposals from eligible applicants. Eligible applicants are Indian Tribes and Tribal Organizations, as defined in Section 4 of the Indian Self-Determination and Education Assistance Act (ISDEAA) ([25 U.S.C. 5304](#)), including Tribal Consortia. Eligible applicants may select or retain for-profit or non-profit Tribal Organizations to perform a grant’s scope of work for grant funding to support Tribal programs to create or expand a language immersion program. The LLGP will exclude as grantees BIE schools and BIE-funded schools or programs targeting students enrolled in those schools.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

No

C3. Other

Excluded Parties: BIA conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. BIA cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, as their ineligibility condition applies to this Federal program.

D. Application and Submission Information

D1. Address to Request Application Package

The required method of submitting proposals is through [Grants.gov](https://www.grants.gov). For information on how to apply for grants in Grants.gov, see the instructions available at <https://www.grants.gov/help/html/help/Applicants/HowToApplyForGrants.htm>. Proposals must be submitted to [Grants.gov](https://www.grants.gov) by the deadline established, no later than 5 p.m. EST, as indicated in Sections *B3. Anticipated Award Funding and Dates* and *E4. Anticipated Announcement and Federal Award Dates*.

D2. Content and Form of Application Submission

The mandatory components, and forms identified below, must be included in the proposal package. Links to the mandatory forms can be found under the “package” tab on the LLGP FY 2023 grant opportunity page at Grants.gov. Any information in the possession of the BIA or submitted to the BIA throughout the process, including final work product, constitutes government records and may be subject to disclosure to third parties under the Freedom of Information Act (FOIA), 5 U.S.C. 552, and the Department of the Interior’s FOIA regulations at 43 CFR part 2, unless a FOIA exemption or exception applies, or other provisions of law protect the information.

The Applicant is responsible to confirm that all mandatory documents have been properly uploaded and submitted within the Grants.gov system before the deadline. Following are the names of the required forms:

- 1. Cover Page
- 2. Cover Letter
- 3. Application for Federal Assistance (SF-424) [V4.0]
- 4. Budget Information for Non-Construction Programs (SF-424A) [V1.0]
- 5. Project Abstract Summary [V2.0]
 Project Narrative Attachment Form [V1.2]
- 6. Budget Narrative
 Line-Item Budget
- 7. Attachments [V1.2]
- 8. Key Contacts [V2.0]

1. Cover Page

A Cover Page must be included in the application and contain the following:

- Category of Funding for the LLGP application (15.032)
- Proposal Title
- Total Amount of funding requested from the Program
- Full and Proper Name of the applicant organization
 - For federally recognized Tribes, please utilize the name as listed in the Federal Register Notice 88 FR 2112 (1/12/2023) for *Indian Entities Recognized by and Eligible To Receive Services From the United States Bureau of Indian Affairs*.
- Statement confirming the proposed work will have the potential to reach the intended goals and objectives.
- Confirm active registration in SAM, attaching print-out from sam.gov to the cover page. See instructions in Section *D7. Other Submission Requirements*.
- Provide active enrollment in ASAP and your Recipient ID with the BIA. Allow 3-4 weeks to complete all steps of enrollment prior to submission deadline. The organization must be enrolled in ASAP with BIA, current enrollment with other federal agencies is not sufficient. See instructions in Section *D7. Other Submission Requirements*.
- Confirmation of other completed Mandatory Components identified in this section (SF- 424, Project Abstract Summary, etc).
- Identification of Point of Contact personnel that will provide project oversight and management.
- Identification of notable partnerships such as Tribes, other Tribal Organizations or Entities.

2. Cover Letter

A cover letter is not to exceed one (1) page that summarizes the interest and intent, complete with authorized signature(s) of organization leadership.

3. SF-424, Application for Federal Assistance [V4.0]

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. Please indicate the Legal Name of the organization that will be consistent in other federal programs on for all correspondences. For federally recognized Tribes, please utilize the name as listed in the Federal Register Notice 88 FR 2112 (1/12/2023) for *Indian Entities Recognized by and Eligible To Receive Services From the United States Bureau of Indian Affairs*.

The programmatic point of contact should be provided as the individual to contact pertaining to all matters of the application. The UEI indicated must match what is registered as a vendor in SAMs/FBMS and must be current. Identify the County and the Congressional Districts in the fields provided. The Authorized Representative should be the Tribal Leader or their official designee. The SF-424, Application for Federal Assistance must be complete, signed, and dated. Do not include any proprietary or personally identifiable information. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see *SF-424A, Budget Information for Non-Construction Programs* section below).

Please use a descriptive file name that includes tribal name and project description. For example: LLGPSF424.Tribalname.Project. The SF-424 [V4.0] form requires the County as well as the Congressional District number of the applicant, which can be found at <https://www.house.gov/representatives/find-your-representative>.

4. SF-424A, Budget Information for Non-Construction Programs

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, “Budget Information for Non-Construction Programs” form. All required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200.

Applicants are required to utilize the SF-424A for the budget submission. Please use a descriptive file name that includes tribal name and project description. For example: LLGPBudget.Tribalname.Project. The budget must identify the amount of grant funding requested and a comprehensive and itemized breakdown of all projected and anticipated expenditures, including contracted personnel fees, consulting fees (hourly or fixed), travel costs, data collection and analysis costs, computer rentals, report generation, drafting, advertising costs for a proposed project and other relevant project expenses, and their subcomponents.

- Travel costs should be itemized by airfare, vehicle rental, lodging, and per diem, etc., based on the current Federal government per diem schedule. See below for required OIED Grantee Meeting travel.
- Data collection and analysis costs should be itemized in sufficient detail for the OIED review committee to evaluate the charges.
- Personnel may be charged directly or covered indirectly. Do not include the personnel costs or travel of consultants or contractors under this category. For any position, provide: the name of the individual (if known), their title; time commitment to the project in months; time commitment to the project as a percentage or FTE equivalent; annual salary; grant salary; wage rates; etc. Identify the project director or principal investigator, if known at the time of application. Costs of employee fringe benefits are allowances and services provided by employers to their employees in addition to regular salaries and wages. Typically, fringe benefit amounts are determined by applying a calculated rate for a particular class of employee (full-time or part-time) to the salary and wages requested. Fringe benefits, like salary, will also be as direct cost (Health insurance, Federal Insurance Contributions Act (FICA) taxes, retirement, taxes, etc.)
- Other expenses may include computer rental, report generation, drafting, and advertising costs for a proposed project.

5. Project Abstract Summary and Project Narrative Attachment Form

Project Narratives are not judged based on their length. Please do not submit any unnecessary attachments or documents beyond what is listed above, e.g., Tribal history, unrelated photos and maps. All information below will follow those structures in Section *A2. Background, Purpose and Program Requirements*.

The first paragraph of the project narrative must include the title and basic summary description of the proposed language immersion project. The Project Narrative must not exceed 50 pages. Supplemental information such as letters of support, graphs, charts, maps, photographs and other graphic and/or other relevant information may be included as an Attachments and not counted against the 50-page Project Narrative Limit. At a minimum, it should include:

- A detailed technical description of the project that incorporates an “all-of-community” approach to a language immersion project as structured in Section *A2. Background, Purpose and Program Requirements*.
 - It must be indicated if any existing Tribal community language initiative information and programs are available, and if applicable, an explanation of how the proposed new language immersion program would benefit the applicant and will not duplicate previous or on-going work.
- Any utilized immersion model should be identified in depth, with baseline data available (if available), by which to provide a starting point as the model applies to the particular Tribal community.
- A detailed breath of plan for each age group should be provided as it correlates to the any immersion model, collaborations and activities. Detailed methodologies, plans, objectives, curriculum, etc., should be discussed for each group.
- Resume and Qualifications of all identified personnel who would be providing project oversight and management must be submitted. These individual(s) may be a full-time FTEs brought on specifically for the 3-year duration of the project or be a portion of an FTE allocation. The utilization of various personnel must be demonstrated as necessary and reasonable with compensation that is commensurate to similar industry standards. The responsibilities of those project personnel, with sufficient qualifications to fulfill those responsibilities, must be demonstrated by the Applicant. If new staff members are to be hired, applicants should describe the recruitment and hiring process. Common challenges include, but not limited to, identification and retention of qualified staff, policies and procedures that delay hiring, etc. Applicants must describe accessibility of potential candidates and include contingency plans to describe how the project will progress until vacant positions are filled.
 - All strategic planning and workforce development, as it collaborates and elevates the program, must be mindful of federal duplication of efforts, co-mingling of funding resources, double-dipping, or over allocating of FTE resources that can satisfy personnel involvement in other programs without violating the regulation and policy of each entity.
 - All planning and development must be justified and commensurate with the needs of the language immersion program. They must be necessary and reasonable to accomplish the program objectives.
- Collaborations established prior to the language immersion program should be documented in the application, as well as those that will be developed. Those entities should all be identified, and their qualifications provided. Any agreements between both parties are at the other’s discretion, however, they may provide a framework by which to realize the collaborative relationship.
 - No formalized agreement will include DOI and OIED as a participating or liable partner. The federal aid provided with reporting requirements is the extent of DOI and OIED involvement.

- Collaborative overlap or duplication of federal funds is prohibited. It is also important not to competing on mission or project goals. Project goals, funds and reporting mechanisms must be independent of other language resources with no comingling of assets, however, approaching language immersion at a community-wide level will include the concert of other language efforts.
- Applicants must also demonstrate qualifications for key partnerships and of any consultants, as well as those responsible for project management oversight, towards the implementation of project activities. Applicants must describe the role of the partner organization and staff, including relevant expertise and experience, as well as clear roles and responsibilities for project implementation. If formal agreements have not been established at the time of application, the applicant must describe plans to finalize any partnership agreements, including firm commitments and contingency plans for these partners. The resumes of key consultants and personnel to be retained, if available, and the names of subcontractors, if applicable, may be included as an attachment to the application and will not be counted towards the 50-page limitation.
- A description of the project objectives, milestones, timelines, and a work plan will correlate to the technical description of the language immersion project.
 - Deliverables of work plan measurable milestones that are produced according to the associated timeline should be identified of status in the interim reporting.
 - Deliverables as yearly or final term should be submitted in those appropriate reporting periods.
- Please use a descriptive file name that includes Tribal name and project description. For example: LLGPNarrative.Tribalname.Project

6. Budget Narrative and Line-Item Budget

Reference Section 3. *SF-424, Application for Federal Assistance [V4.0]* and Section 4. *SF-424A, Budget Information for Non-Construction Programs*, to correlate Object Class Categories and Totals that will be expanded and justified in this section. The project budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. Applicants shall include a narrative description of the items included in the project budget. When applicable, the value of in-kind contributions of goods and services will be provided to complete the project when cost share is identified to be included (reference Section C. Eligibility Information of this announcement). Cost categories can include, but are not limited to, those costs items included on the SF424A or SF424C (SF-424C is not utilized for OIED grants).

The Budget Narrative will include additional spreadsheets and narrative formats to help itemize and fully break-down the individual budget items. Do not provide any blanket budget estimates that are not supported with documentation, itemized breakdown, and narrative justification. Rounding should be avoided. Please use a descriptive file name that includes tribal name and project description. For example: LLGPBudgetNarrative.Tribalname.Project.

Appropriate summations of various budget sections should be correctly tabulated within each Object Class Category of the SF-424A. The budget should include the mandatory Grantee Meeting attendance budget that is fully itemized to Washington DC per the current GSA standards (See *Required Grantee Travel and Attendance at an Annual Grantee Meeting* below). Do not round or provide unsupported travel costs for this Grantee Meeting. Travel by consultants, contractors, etc., should be justified and included in the Travel category if it is paid by the Grantee directly, or added into the Contractor category if they will be reimbursed.

7. Attachments [V1.2]

Utilize the “attachments form” to include the Tribal Resolution or Authorization Letter issued in the fiscal year of the grant application, authorizing the submission of a LLGP 2023 grant application. It must be signed by authorized Tribal representative(s). The Tribal Resolution or Authorization Letter must also include a description of the language immersion program to be developed. An application submitted without a Tribal Resolution or Tribal Authorization will be considered incomplete. The attachments form can also be used to include any other attachments related to the proposal.

8. Key Contacts [V2.0]

Applicants must include the Key Contacts information page(s) that includes the individuals who will be responsible for the programmatic, financial, leadership and associated communication roles:

- Please use a descriptive file name that includes Tribal name and identifies it in the critical information page (CIP). For example: LLGPCIP.Tribalname.Project.
- Please identify the main Project Point of Contact information including address, email, desk, and cell phone number.
- Please identify the main Fiscal Point of Contact information including address, email, desk, and cell phone number.
- Please identify the Tribal Leader information including address, email, desk, and cell phone number.
- Please identify individuals for the following roles in the GrantSolutions system that will manage the grant, communicate with the OIED staff, as well as be responsible for reporting:
 - Grantee Administrative Official / Grantee Authorized Representative
 - Grantee Principal Investigator / Program Director

Required Grantee Travel and Attendance at an Annual Grantee Meeting

Grantees will be required to have two Tribal individuals who work directly on the project attend an in-person annual DOI/OIED-sponsored grantee 3-day meeting in Washington, DC, during each year of the grant award. Applicants must include an itemized budget for these travel costs, per GSA guidelines, in each yearly budget to cover this requirement. Travel costs must not exceed \$6,000 for those two individuals annually. Applicants should follow their own travel policies to budget for this 3-day meeting with 2-days travel, with a complete itemized breakdown of those anticipated costs. Additional funds for these expenses will not be available once grant is awarded. In the event the meeting is converted to a virtual meeting due to timing or COVID related issues, or the location changes to a cheaper venue, any additional unused funds may be repurposed into the grant.

Special Note

Please make sure that the System for Award Management (SAM) number used to apply is active, not expired, with a current Unique Entity Identifier (UEI) number on the SF-424. Please make sure an active Automated Standard Application for Payment (ASAP) number is provided. Applicants must have a current ASAP number and be enrolled with the BIA to be eligible. Please list counties where the project is located and congressional district number where the project will be located.

Conflict of Interest Disclosure

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#), applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

(a) *Applicability.*

- (1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.
- (2) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.318 apply.

(b) *Notification.*

- (1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.
- (2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.

(c) *Restrictions on lobbying.* Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

- (d) *Review procedures.* The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.
- (e) *Enforcement.* Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

Single Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#). U.S. state, local government, federally recognized Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse website](#).

Certification Regarding Lobbying

Applicants requesting more than \$100,000 in Federal funding must certify to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#). If this application requests more than \$100,000 in Federal funds, the Authorized Official's signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

Disclosure of Lobbying Activities

Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the SF-LLL, "[Disclosure of Lobbying Activities](#)" form if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non- appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 and 31 USC 1352 for more information on when additional submission of this form is required.

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, “There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel”. If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. If at any time a proposal is awarded funds that would be overlapping or duplicative of the funding requested from BIA, the applicant must immediately notify the BIA point of contact. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount.

D3. Unique Entity Identifier and System for Award Management (SAM)

Identifier and System for Award Management (SAM.gov) Registration

This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a Unique Entity Identifier (UEI) which replaces the Data Universal Numbering System (DUNS) number from Dun & Bradstreet in April 2022. A Federal award may not be made to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Federal award recipients must also continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s).

Register with the System for Award Management (SAM)

Applicants can register on the [SAM.gov](https://sam.gov) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov “[Register with SAM](#)” page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities will be assigned a Unique Entity Identifier (UEI). Entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity’s IRS information. There is no cost to register with SAM.gov. There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; please be aware you can register and request help for free. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications

08/18/2023

Application Due Date Explanation

Electronically submitted applications must be submitted no later than 5:00 p.m., ET, on the listed application due date.

Addresses

All Applications must be electronically submitted in grants.gov, no physical or electronic submissions will be accepted. All correspondence will be via email or phone at the contacts below.

For Further Information Contact

Mr. Dennis Wilson, Grant Management Specialist, Office of Indian Economic Development, telephone: (505) 917-3235; email: dennis.wilson@bia.gov.

If you have questions regarding the application process, please contact Ms. Jo Ann Metcalfe, Grant Officer, telephone (410) 703-3390; email jo.metcalfe@bia.gov.

Individuals in the United States who are deaf, deafblind, hard of hearing, or have a speech disability may dial 711 (TTY, TDD, or TeleBraille) to access telecommunications relay services. Additional Program information can be found at:

<https://www.bia.gov/service/grants/llgp>.

D5. Intergovernmental Review

Prior to application submission, U.S. state and local government applicants should visit the [OMB Office of Federal Financial Management website](#) and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications.

D6. Funding Restrictions

Limitations

LLGP funding is for Native language instruction and immersion programs for Native students not enrolled at Bureau of Indian Education (BIE) schools, including those Tribes in States without BIE-funded schools. LLGP will exclude as grantees BIE schools and BIE-funded schools or programs targeting students enrolled in those schools. OIED will verify that all sources of federal funding are not overlapping in any way to be “double-dipping” (Subpart E of 2 CFR 200.400, and 2 CFR 200.403). All program goals and targets must adhere to the submitted budget and no portion may be utilized for anything outside of LLGP grant objectives.

LLGP grant funding must be expended in accordance with applicable federal statutory and regulatory requirements, including 2 CFR part 200. As part of the grant application review process, OIED may conduct a review of an applicant's prior OIED grant(s). Applicants currently under BIA sanction Level 2 or higher resulting from noncompliance with the Single Audit Act are ineligible for a LLGP grants. Applicants at Sanction Level 1 will be considered for funding.

Under no circumstances can OIED fund construction or construction related activities.

Grants awarded with OIED discretionary grant funds must stay in alignment with the approved Statement Of Work (SOW). Due to the nature of this solicitation and the facilitation of OIED discretionary grant programs, changes to the SOW will not be allowable due to the systematic process from which the evaluation and ranking process. That consistency maintains the integrity of the grant program(s), as well as fairness to those entities who were eligible and submitted complete applications but were not selected for funding. Adjustments, as appropriate, will be evaluated at any yearly re-evaluations.

Only one application will be accepted from an eligible Tribe or Tribal Organization. Applications should address one cohesive project and any submissions that contain multiple project proposals will not be considered. OIED will apply the same objective ranking criteria to each proposal. The purpose of LLGP grants is to fund language immersion purposes only, LLGP awards may not be used for:

- Sub-awarding to another federal agency;
- Establishing or operating a Tribal office;
- Supplementing employment or income for current positions not significantly and directly involved in the proposed project (e.g., positions like Executive Directors with little to no described involvement in the proposed work);
- Projects with core administration functions that essentially support only the applicant's ongoing administrative functions and are not related to the proposed project;
- International travel;
- Travel by staff, contractors, consultants, etc., that is not reasonable or necessary for the language immersion project. Additional scrutiny will be placed on repeated travel, blanket travel rounded and not itemized, travel in excess of common GSA rates, and travel that is considered unnecessary to the project.
- Legal fees;
- Application fees associated with permitting;
- Contract negotiation fees;
- Feasibility studies of energy, mineral, energy legal infrastructure, or broadband related projects, businesses, or technologies that are addressed by OIED's Energy and Mineral Development Program (EMDP), Tribal Energy Development Capacity (TEDC);
- Projects that require funding for feasibility studies, business plans, marketing plans, or written materials such as manuals that are not an essential part of the applicant's long-range development plan;
- Projects that support ongoing social service delivery programs or the expansion, or continuation, of existing social service delivery programs;
- Any other activities not authorized by the grant award letter.

The Leasing and Renting of any necessary Equipment and Supplies for the duration of the three-year Period of Performance is the preferred option over purchasing unless the Useful Life is less than three-years.

Required Indirect Cost Statement to be submitted with Application

All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.” or “Attached is a copy of our current negotiated indirect cost rate agreement.”]
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in §2 CFR 200.68]. We understand that we must notify BIA in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in 2 CFR §200.68. We understand that we must notify BIA in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by BIA.

- A [insert your organization type] that is submitting this proposal for consideration under the “Cooperative Ecosystem Studies Unit Network”, which has a Department of the Interior-approved indirect cost rate cap of 17.5%. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per 2 CFR §1402.414. If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from BIA to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that BIA approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.
- A [insert your organization type] that will charge all costs directly.

Indirect Cost Additional Information

The Applicant must submit a current copy of their signed Indirect Cost Agreement, with all mandatory documents (Budget Narrative, SF-424, SF-424A, etc.) supporting the appropriate application of those negotiated rates.

D7. Other Submission Requirements

Tribal Resolution or Authorization Letter

A Tribal Resolution or formal letter from an authorized official such as the President, Chairman, Governor or Chief of the Tribe will be required. The Tribal Resolution or Authorization Letter will be from the Tribe or Tribal Organization issued in the fiscal year of the grant application, authorizing the submission of the LLGP grant application. A Tribal Organization and Tribal Consortia will also submit a Tribal Resolution or Authorization Letter from the language-based associated Tribe(s) demonstrating collaboration between the Tribe and the Tribal Organization. Tribal Resolutions or Authorization Letter must be signed by authorized Tribal representative(s). The Tribal Resolution or Authorization Letter must also include a description of the language project. An application submitted without a Tribal Resolution or Authorization Letter will be considered incomplete.

Grantee Meeting

Grantees will be required to have two Tribal individuals who work directly on the project attend an in-person annual DOI/OIED-sponsored grantee 3-day meeting in Washington, DC, during each year of the grant award. Applicants must include an itemized budget for these travel costs, per GSA guidelines to Washington DC, in each yearly budget to cover this requirement. Travel costs must not exceed \$6,000 for those two individuals annually. Applicants should follow their own travel policies to budget for this 3-day meeting, with 2-days of travel, with a complete itemized breakdown of those anticipated costs. Additional funds for these expenses will not be available once grant is awarded. In the event the meeting is converted to a virtual meeting due to timing or COVID related issues, or the location changes to a cheaper venue, any additional unused funds may be repurposed into the grant.

UEI and SAMs Vendor Registration

Please make sure that the System for Award Management (SAM) number used to apply is active, not expired, with a current Unique Entity Identifier (UEI) number on the SF-424.

BIA ASAP Registration

Please make sure an active Automated Standard Application for Payment (ASAP) number is provided. Applicants must have an ASAP number and be enrolled with the BIA to be eligible.

GrantSolutions

Please confirm registration in the GrantSolutions system with identified Roles for the Grantee Principal Investigator / Program Director and the Grantee Administrative Official / Grantee Authorized Representative (See *D2. Content and Form of Application Submission, 8. Key Contacts*). You may also assign additional roles or duplicate roles as necessary. The forms to establish Roles can be found on our website:

<https://www.bia.gov/service/grants/llgp>

Application Forms and Mandatory Components Checklist

All mandatory forms will be found on Grants.gov. Other necessary system registration forms will be found at the registration sites (i.e., ASAP, GrantSolutions), as well as provided in links through the OIED LLGP webpage (<https://www.bia.gov/service/grants/llgp>)

The applicant is responsible to confirm submission of all mandatory and necessary documents, enrollments, and registrations are submitted prior to the solicitation close date. All supporting documentation to ensure demonstration of eligibility and a complete application must also be submitted. See Section *D2. Content and For of Application Submission*.

- Cover Page
- Cover Letter
- Application for Federal Assistance SF-424
 - The UEI included on the SF-424 must have an active SAMs registration.
 - Demonstration of eligibility

- Budget Non-Construction SF-424A
- Project Abstract Summary
- Project Narrative
- Budget Narrative
- Budget Line-item and associated spreadsheets
 - Grantee Meeting yearly detailed expense allocation must be included.
- Tribal Resolution or Authorization Letter
- Attachments, as necessary
- Key Contacts
- Conflict of Interest Disclosure, as applicable
- Single Audit Statement
- Certification and Disclosure of Lobbying
- Overlap or Duplication of Effort Statement
- Indirect Cost Statement and submission of Agreement
- Registration in BIA ASAP with an established Recipient ID.
- Pre-Registration in GrantSolutions for identification of Roles.

E. Application Review Information

E1. Criteria

It is important to review Section *A2. Background, Purpose and Program Requirements* and implement those identified parameters in the application project narrative which will constitute the SOW. The application scoring and ranking process will be done within the GrantSolutions Application Review Module (ARM). The function of the ARM is to assemble an objective review panel to impartially evaluate the merit of applications against the criteria published in the NOFO. The review panel makes recommendations to the OIED Director, regarding the quality of each application against the criteria published in the program announcement. The ARM will be comprised of non-federal Panel Members, with a Panel Chair, that is under the facilitation of a federal Panel Manager. All scoring and comments will be consolidated for a single report that is approved by the Review Director.

Apart from the NOFO and relevant statutes and regulations, reviewers will not access, or review, any materials that are not part of the application documents. This includes information accessible on websites via hyperlinks that are referenced, or embedded, in the application. Though an application may include web links, or embedded hyperlinks, reviewers will not review this information as it is not considered to be part of the application documents. Information on websites will not be taken into consideration in scoring of evaluation criteria presented in this section. Reviewers must evaluate and score an application based on the documents that are presented in the application and must not refer to, or access, external links during the objective review.

Reviewers will evaluate applications using the criteria outlined in this section. The reviewers will assess to what degree the application addresses the parameters to be feasible, effective and will potentially achieve the intended outcomes. Reviewers will conclude if the project is fully encompassing the “all-of-community” structure to be fully developed and ready for implementation. Each application must demonstrate a comprehensive approach to the entire 3-year language immersion project, as well as sufficiently expound in yearly breakdowns as they differentiate and contribute to the whole. Reviewers will utilize Sections *A2. Background, Purpose and Program Requirements, D. Application and Submission Information*, and to the specific criteria that follows:

Criterion 1 – Immersion Model Identification

Maximum Points: 15

Utilization of a known language immersion model as the basis for the program will be identified. The model will serve as the framework to guide how the project will address the community’s specific language needs and instruction. Collaboration, curriculum resource sharing, and shared instruction materials from other entities should also be identified. The applicant is encouraged to include reference material and guidelines by which the model will be executed. The application should clearly demonstrate the model is instrumental in carrying out the various sections of the “all-of-community” structure as the project SOW. Whereas adjustments and modifications of a baseline model will be necessary for each individualize language goal, it should easily be delineated from the model standards.

Criterion 2 – Breadth of Plan

Maximum Points: 15

A comprehensive breadth of plan for the immersion project should be provided in detail. The applicant is encouraged to provide any baseline information or language survey data that was utilized, and in support of, the strategic group breakdowns. The breadth of plan should identify the various plans for each group segment as it focuses on the individual age group, learning level, learning method, etc., as the individual partitions consolidate to address the entire community language needs and goals. Further sections of the application may incorporate this breadth of plan strategy administration as it relates to the project SOW.

Criterion 3 – Budget, FTE & FTE Allocation

Maximum Points: 10

The application should include detailed sections for a budget narrative, budget spreadsheet(s), and extensive breakdowns and allocations as they correlate to the SF-424 and SF-424A. The overall budget and allocations must comply with the regulatory and policy standards identified throughout this NOFO, with adherence to Sections *D2. Content and Form of Application Submission* and *D6. Funding Restrictions*. The budget should be clear and detailed in the allocation of the entire requested funding while refraining from any unsupported, unexplained, or blanket budget costs. Yearly budget estimates will be included as they all consolidate to a total 3-year budget. The budget should include yearly Grantee Meeting travel estimates. All costs and expenses should be considered necessary and reasonable as they relate to the language immersion project goals and objectives. The applicant will indicate how FTE costs will be covered within the budget and associated documents.

The application will allocate the various roles and responsibilities of the project per the FTEs, associates, and volunteers. While it is stressed that a team approach be implemented within the project, it should be clear no one individual is responsible for a multitude of roles that doesn't have overlap. FTEs, hiring and training, educational standards, etc., should be well supported and explained as it relates to the project.

Criterion 4 – Strategic Planning & Workforce Development **Maximum Points: 10**

Any cross-utilization of language resources and individuals with other community programs should be identified. As it applies to other federal funded programs, a clear distinction of project goals and deliverables should be demonstrated in the SOW so there is no duplication, co-mingling or overlap. In the case of strategic planning of available resources among other community and language initiatives, the application should be clear as to the usage and utility of those resources.

The project should incorporate various individuals that support the goals and continuity of the learning process through strategic planning and workforce development. The breadth of plan groups should be included as they relate to the community involvement through volunteers, parents and caregivers, other language learner groups, family members, and advocates. Budget allocations outside of volunteers should be well supported, necessary and reasonable for the language program.

Criterion 5 – Collaboration – Education, Certification, Designation **Maximum Points: 5**

Appropriate, necessary, and reasonable training and professional development should be indicated for specific teaching certificates and designations. High education standards and program sustainability goals should relate to the resource allocation. Any collaborations, curriculum resource sharing, and shared instruction materials from other entities should be identified.

Criterion 6 – Collaboration – Community, Family, Elders **Maximum Points: 5**

The application should attempt to incorporate all members of the community into the learning program, with particular attention to the immediate support groups of the primary breath of plan learnings. Youth should have parents and caregivers participate in any facet of the learning process to continue the learning outside of structured instruction. Ideally, the entire family unit should be included.

Elders should be afforded the relative front or the nucleus of the language program. The program should demonstrate its connection with the elders in the community to add depth, culture, as well as religious and societal application of the language.

Criterion 7 – Collaboration – Cultural & Religious Leadership **Maximum Points: 5**

Despite the vast differences in native cultures, religions and society structures, collaborative efforts should be demonstrated to harness what is available and important in the community. While this section will be different across each application, the project should continue its well-roundedness approach to pull in the community at large. Many language groups are rooted in the religious and culturally significant practices, which should be incorporated into the program, as appropriate.

Criterion 8 – Collaboration – Health & Social Services**Maximum Points: 5**

Collaboration efforts should be demonstrated in the language program to address the physical and mental health of the learners. The application should show outreach and established partnerships that encourage access to community social services and resources. Innovation is encouraged to provide the learner access to counseling services, help with addiction and abuse, mental health professionals, employment resources, higher education, etc. The longer term of this grant should afford the community learners with the opportunity to obtain assistance across a wide range of challenges that could potentially derail the learning program.

Criterion 9 – Collaboration – Stakeholders & Public Relations**Maximum Points: 5**

The outreach with the greater community and public stakeholders should be demonstrated in the application as it furthers the “all-of-community” approach. The application should describe the development of these relationships and the start of efforts to involve the community members to foster buy-in.

Criterion 10 – Collaboration – Food Sovereignty & Food as Medicine Maximum Points: 5

The application should describe collaboration with local agricultures and food-chains that coincide with culturally significant resources to continue the “all-of-community” approach. Food as Medicine, Local, Organic, Native food resurgence, etc., can impact the various segments of the language learners and should be expanded upon.

Criterion 11 – Additional Activities**Maximum Points: 5**

The application should acknowledge the unique cultural opportunities, circumstances and practices that bind the language to the community. Additional activities should be planned and utilized, as appropriate, to add additional learning opportunities for the community. There is no limit to how the language can be threaded into activities that continue age-related learning through the language. The application should show a wide range of planned activities, partnerships, initiatives, and collaborations to use the language in those spaces.

Criterion 12 – Objectives, Milestones, Timelines**Maximum Points: 15**

The application should show a comprehensive 3-year plan that is expanded upon from individual 1-year increments. Three measurable Objectives should be identified for the 3-year term, with measurable and identified milestones in 1-year increments. Associated Timelines and plans should accompany those Objectives and Milestones.

While there is no official objective work plan form for the LLGP program, applicants may utilize work plans from outside programs. The Objectives, Milestones and associated Timelines should be necessary, reasonable and appropriate for the project. The application should clearly identify the language goals towards a particular fluency objective.

The application should thread the various segment/parameter portions into the Objectives, Milestones and Timelines to show a cohesive coordination of the overall language immersion goal(s).

E2. Review and Selection Process

Prior to award, the program will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances, the program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the BIA may choose not to fund the selected project.

The program may not make a federal award to an applicant that has not completed the SAM.gov and ASAP registration. If an applicant selected for funding has not completed those registrations by the time the BIA is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the BIA's "Financial Assistance Recipient Risk Assessment" form. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently \$250,000), the BIA is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The BIA will consider this information when completing the risk review. The BIA uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied the award.

Upon receiving a LLGP application, OIED will determine whether the applicant is eligible and their application is complete, and that the proposed project does not duplicate or overlap previous or currently funded OIED projects. Any proposal that is received after the date and time in *D4. Submission Dates and Times* section of this notice will not be reviewed. OIED will utilize the GrantSolutions ARM, comprised of non-federal personnel, to evaluate the proposals against the ranking criteria. Commentary will be required from each Panelist in the criteria Weakness section when scores less than the maximum point available are allocated for that section. Proposals will be evaluated using the criteria listed below, with a maximum achievable total of 100 points:

- Criterion 1 – Immersion Model Identification Points: 15
- Criterion 2 – Breadth of Plan Points: 15
- Criterion 3 – Budget, FTE & FTE Allocation Points: 10
- Criterion 4 – Strategic Planning & Workforce Development Points: 10
- Criterion 5 – Collaboration – Education, Certification, Designation Points: 5
- Criterion 6 – Collaboration – Community, Family, Elders Points: 5
- Criterion 7 – Collaboration – Cultural & Religious Leadership Points: 5
- Criterion 8 – Collaboration – Health & Social Services Points: 5
- Criterion 9 – Collaboration – Stakeholders & Public Relations Points: 5
- Criterion 10 – Collaboration – Food Sovereignty & Food as Medicine Points: 5
- Criterion 11 – Additional Activities Points: 5
- Criterion 12 – Objectives, Milestones, Timelines Points: 15

Final award selections will be determined by the Director of OIED, as approved by the Assistant Secretary--Indian Affairs and the Associate Deputy Secretary, DOI, or their designee. Applicants not selected for award will be notified in writing and will receive the ARM reviewer scores and comments. Those who are not selected for funding may request a debrief on their application.

Director of OIED has final approval of all award decisions. The Director may choose not to fund any project that:

- Appears to have originated or was designed by consultants outside of the Applicant and Community, who have provided a major role for themselves in the performance of the project, and who are not members of the applicant Tribe, Tribal Organization or Consortia.
- Is essentially identical or similar in whole, or in part, to previously funded projects proposed by the same applicant, or activities or projects proposed by a consortium that duplicate activities for which any consortium member also receives or has received funding from OIED.
- Is duplicative of projects funded by other federal agencies.
- Includes activities that were previously implemented without federal assist.

E3. CFR – Regulatory Information

See the BIA Award Terms and Conditions for the general administrative and national policy requirements applicable to Service awards. BIA will communicate any other program-specific or project-specific special terms and conditions to recipients in their notices of award.

E4. Anticipated Announcement and Federal Award Dates

Anticipated Solicitation Opening Date

May 15, 2023

Anticipated Solicitation Closing Date

August 18, 2023

Anticipated Award Date

October 30, 2023

F. Federal Award Administration Information

F1. Federal Award Notices

Upon being selected for the award, successful applicants will receive a notification of the selection of their application for funding. BIA will notify the applicant selected for award by email and public notice. A notice of selection is not an authorization to begin performance on an agreement. This notice will detail the next steps in the awarding process. Once all clearances and reviews have been conducted, a Notice of Award will be issued from GrantSolutions. No work or fund drawdowns can begin prior to the indicated Period of Performance. Once the first drawdown is complete, the Terms and Conditions in the Notice of Award will be binding. No pre-award costs incurred prior to the receipt of a Notice of Award and the Period of Performance will be reimbursed. The Notice of Award is the only authorizing document to begin performance.

Organizations determined to be ineligible, and those applications found to be incomplete, will be notified immediately and will not be included in the consideration for funding by the Objective Review Panel.

F2. Administrative and National Policy Requirements

See the “[DOI Standard Terms and Conditions](#)” for the administrative and national policy requirements applicable to DOI awards.

Data Availability

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.315](#):

- (a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

- (b) The Federal Government has the right to:
- (1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
 - (2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

Potential awardees are encouraged to educate themselves on intellectual property rights and the protection of ownership to language materials, history, music and dance, ceremonies, and other forms of knowledge and cultural practices that originate from Native communities. Moreover, potential recipients are encouraged to learn how such rights may be transferred via contracting with third parties that produce resources, data, and materials developed as a result of OIED funding. OIED is unable to provide legal advice or guidance on this matter.

F3. Reporting

Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports that will be cumulative and at the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

The recipient must deliver all products and data required by the Notice of Award for the proposed LLGP project to OIED within 30 days of the end of each 6-month period, and 120 days after completion of the project. The reporting periods will be established in the terms and conditions of the Notice of Award.

OIED requires that deliverable products be provided in both digital format and submitted in the GrantSolutions system. Reports can be provided in either Microsoft Word or Adobe Acrobat PDF format. Spreadsheet data can be provided in Microsoft Excel, Microsoft Access, or Adobe PDF formats. All vector figures should be converted to PDF format. Raster images can be provided in PDF, JPEG, TIFF, or any of the Windows metafile formats. Contracts between the grantee and any consultants conducting LLGP activities must include deliverable products and require that the products be prepared in the format described above.

The contract should include budget amounts for all printed and digital copies to be delivered in accordance with their agreement. In addition, the contract must specify that all products generated by a consultant belong to the grantee and cannot be released to the public without the grantee's written approval. Products include, but are not limited to, all reports and technical data obtained, maps, status reports, and the final report.

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

OIED intends to develop an OMB performance progress report form that all grantees will be required to utilize. OIED will provide the required form prior to the first 6-month due date. Included in this form may be information such as:

- Major activities and accomplishments during this period;
- Challenges, significant findings and events;
- Dissemination activities;
- Activities planned for next project period;
- Quantitative data points related to native language outcomes.

The recipient must deliver all products and data required by the Notice of Award for the proposed LLGP project to OIED within 30 days of the end of each 6-month period, and 120 days after completion of the project. The reporting periods will be established in the terms and conditions of the Notice of Award.

Prior to any OMB performance progress report formats, the recipient will be provided guidance on the narrative performance report. The recipient should report on every aspect of the grant, particularly as it applies to the Objectives, Milestones and Timelines. Additional items to consider, but not limited to, are: challenges and set-backs; FTEs; budget issues; best practices; established relationship collaboration grown; new collaborations; etc.

OIED requires that deliverable products are provided in both digital format and submitted in the GrantSolutions system. Reports can be provided in either Microsoft Word or Adobe Acrobat PDF format. Spreadsheet data can be provided in Microsoft Excel, Microsoft Access, or Adobe PDF formats. All vector figures should be converted to PDF format. Raster images can be provided in PDF, JPEG, TIFF, or any of the Windows metafile formats. Contracts between the grantee and any consultants conducting LLGP activities must include deliverable products and require that the products be prepared in the format described above.

The contract should include budget amounts for all printed and digital copies to be delivered in accordance with their agreement. In addition, the contract must specify all products generated by a consultant belong to the grantee and cannot be released to the public without the grantee's written approval. Products include, but are not limited to, all reports and technical data obtained, maps, status reports, and the final report.

Significant Development Reports

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the BIA in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify BIA in writing of any favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. BIA will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, BIA will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies BIA may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

Other Mandatory Disclosures

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including suspension or debarment.

Reporting Matters Related to Recipient Integrity and Performance

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

Mr. Dennis Wilson, Grant Management Specialist, Office of Indian Economic Development, telephone: (505) 917-3235; email: dennis.wilson@bia.gov. If you have questions regarding the application process, please contact Ms. Jo Ann Metcalfe, Grant Officer, telephone (410) 703-3390; email jo.metcalfe@bia.gov. Individuals in the United States who are deaf, deafblind, hard of hearing, or have a speech disability may dial 711 (TTY, TDD, or TeleBraille) to access telecommunications relay services. Additional Program information can be found at: <https://www.bia.gov/service/grants/llgp>.

Questions and Requests for OIED Assistance

Technical consultation from OIED may include clarifying application requirements, confirming whether an applicant previously submitted the same or similar proposal, and registration information for SAM or ASAP. Technical assistance will be provided by the OIED contractor, Tribal Tech. The applicant is solely responsible for the preparation of its grant proposal. All eligible applicants will have access to scheduled training and can request assistance from the pre- application phase through the post-award close-out. It is strongly recommended that any assistance be a consolidation of items based off reasonably completed working drafts. Please complete an in-take form with Tribal Tech to request assistance:

<https://app.smartsheet.com/b/publish?EQBCT=98a8ecfd0f3d452693e589c6a0a678d8>

G2. Program Administration Contact

For **program administration assistance**, contact:

Mr. Dennis Wilson, Grant Management Specialist, Office of Indian Economic Development, telephone: (505) 917-3235; email: dennis.wilson@bia.gov. If you have questions regarding the application process, please contact Ms. Jo Ann Metcalfe, Grant Officer, telephone (410) 703- 3390; email jo.metcalfe@bia.gov. Individuals in the United States who are deaf, deafblind, hard of hearing, or have a speech disability may dial 711 (TTY, TDD, or TeleBraille) to access telecommunications relay services. Additional Program information can be found at: <https://www.bia.gov/service/grants/llgp>.

G3. Application System Technical Support

For **Grants.gov technical registration and submission, downloading forms and application packages**, contact:

Grants.gov Customer Support

1-800-518-4726

Support@grants.gov

H. Other Information

Payments

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by the BIA program. Foreign recipients receiving funds to a final destination bank outside the U.S. are required to receive payment through the U.S. Treasury's International Treasury Services (ITS) System. Foreign recipients receiving funds to a final destination bank in the U.S. are required to enter and maintain current banking details in their SAM.gov entity profile and receive payment through the Automated Clearing House network by electronic funds transfer (EFT). The Bureau will include recipient-specific instructions on how to request payment, including identification of any additional information required and where to submit payment requests, as applicable, in all Notices of Award.