ADMINISTRATION FOR
CHILDREN & FAMILIES

Administration for Native Americans (ANA)

Native American Language Preservation and Maintenance (P&M)

Opportunity number: HHS-2025-ACF-ANA-NL-0112

Contents

Before you begin

If you believe you are a good candidate for this funding opportunity, secure your SAM.gov and Grants.gov registrations now. If you are already registered, make sure your registrations are active and up-to-date.

SAM.gov registration (this can take several weeks)

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier (UEI).

See Step 2: Get Ready to Apply

Grants.gov registration (this can take several days)

You must have an active Grants.gov registration. Doing so requires a Login.gov registration as well.

See Step 2: Get Ready to Apply

Apply by the application due date

Applications are due by 11:59 p.m. Eastern Time on April 14, 2025.

> To help you find what you need, this NOFO uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow (Windows) or Command + Left Arrow (Mac) on your keyboard.

Jump to a step

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Step 1:
Review the Opportunity

In this step

Basic information

Administration for Children and Families (ACF)

Administration for Native Americans (ANA)

This program supports community-based projects to ensure the survival and continuing vitality of Native American languages.

Summary

The Native American Language Preservation and Maintenance (P&M) program supports community-based projects to ensure the survival and continuing vitality of Native American languages.

This program allows for a broad array of Native language-related projects, including:

- Establishing a language program.
- Improving an existing language program.
- Developing language instruction and activities.

Native American language nests and Native American survival schools should consider applying under the ANA Preservation and Maintenance: Esther Martinez Immersion (EMI) program, HHS-2025-ACF-ANA-NB-0115.

Funding details

Type: Grant

Expected total program funding: $12,000,000

Total expected awards: 15

Minimum award amount (award floor): $100,000

Maximum award amount is dependent on the project and budget period:

- 12-month project has a $300,000 ceiling.
- 24-month project has a $600,000 ceiling.
- 36-month project has a $900,000 ceiling.

This is full funding. Project and budget periods can be 12 months, 24 months, or 36 months. ANA will award all federal funds at the start of the project period.

Awards made under this funding opportunity are subject to federal funds availability.

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Have questions?
See Contacts and Support.

Key facts

Opportunity name: Native American Language Preservation and Maintenance (P&M)

Opportunity number: HHS-2025-ACF-ANA-NL-0112

Announcement type: Initial

Federal assistance listing: 93.587

Statutory authority number: 803C(a) 42 U.S.C. 2991b-3

Key dates

Application submission deadline: April 14, 2025

Expected project start date: July 1, 2025

See other submissions for other time frames that may apply to this NOFO.

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Eligibility

Eligible applicants

These types of organizations are eligible for an award:

- Based on [42 USC 2991b(a)](#) and [45 CFR 1336.33](#):
  - Federally recognized Indian tribes, as recognized by the Bureau of Indian Affairs (BIA).
  - Incorporated non-federally recognized tribes.
  - Incorporated state-recognized Indian tribes.
  - Consortia of Indian tribes.
  - Incorporated nonprofit multipurpose, community-based Indian organizations (including Urban Indian Organizations as defined by [25 USC 1603(29))](#); Urban Indian Centers.
  - Native Community Development Financial Institutions (Native CDFIs).
  - Alaska Native villages as defined in the [Alaska Native Claims Settlement Act (ANCSA)](#) and/or nonprofit village consortia.
  - Nonprofit Native organizations in Alaska with village-specific projects.
  - Incorporated nonprofit Alaska Native multipurpose, community-based organizations.
  - Nonprofit Alaska Native Regional Corporations/Associations in Alaska with village-specific projects.
  - Nonprofit Alaska Native community entities or tribal governing bodies (Indian Reorganization Act or Traditional Councils) as recognized by the BIA.
  - Public and nonprofit private agencies serving Native Hawaiians.
  - National or regional incorporated, nonprofit, Native American organizations with Native American, community-specific objectives.
  - Public and nonprofit private agencies serving Native peoples from Guam, American Samoa, or the Commonwealth of the Northern Mariana Islands.
  - Tribal Colleges and Universities; and colleges and universities located in Hawaii, Guam, American Samoa, or the Commonwealth of the Northern Mariana Islands that serve Native American Pacific Islanders.

Individuals, including sole proprietorships, and foreign entities are not eligible.

Other eligibility criteria

Faith-based and community organizations that meet the eligibility requirements are eligible to receive awards under this funding opportunity.

Assurance of Community Representation on Board of Directors

If you are not a federally or state-recognized tribe, Alaska Native village government, or public government agency in the U.S. territories, you must provide documentation that a majority of your board members are representative of the Native American communities that ANA serves.

For more information about this documentation, see the attachments section.

If you do not include this documentation, your application will be disqualified and your application will not be considered for competition.

Only one active award per assistance listing

To be eligible under this NOFO, you can't have a current active ANA award under the Assistance Listing Number 93.587.

Organizations with an ANA award that will continue beyond the start date of a possible new award and has the same Assistance Listing number as this NOFO are ineligible to apply for a new award and will be disqualified and your application will not be considered for competition.

This disqualification factor does not impact organizations that have an ANA award under a different Assistance Listing number.

See initial review for disqualification factors.

Disqualification factors

We will review your application to make sure it meets these responsiveness requirements.

We won't consider an application that:

- Requests funding above the award ceiling.
- Is submitted after the deadline.
- Is from an individual, including a sole proprietorship, or a foreign entity.
- Is received in paper format that didn't have a previously approved exemption from ACF.
- Is from an applicant organization that has one active ANA award with the same Assistance Listing number as the NOFO that will go beyond the start date of a possible new award.

- Is from an applicant organization that failed document the Assurance of Community Representation on Board of Directors.

Application limits

If you submit an application for the same NOFO more than once, we will only acknowledge the last on-time submission.

Cost sharing

This program requires you to contribute 20% of the project's total cost per 42 USC 2991b–3(e)(1).

You can calculate this cost-sharing requirement in one of two ways:

Method 1: Start with the federal share

Calculation: Multiply the federal share (in dollars) by 20 and divide that product by 80.

For example: Multiple $100,000 by 20 and divide that product by 80. This equals a match of $25,000.

Method 2: Start with the total project cost

Calculation: Multiply the total project costs by 20%.

For example: Multiple $125,000 by 20%. This equals a match of $25,000.

Types of cost sharing

You can meet your match requirement through any combination of:

- Cash contributed by your organization.
- Cash contributed by partners or other third parties.
- In-kind (non-cash) contributions from third parties.

Cost–sharing commitments

You must follow through on your promise of cost-sharing funds, even if you promise more than the required minimum. We put these commitments in the Notice of Award.

You'll have to include your funds when you fill out your federal financial reports.

If you don't provide your promised amount, we may have to decrease your award amount or use other enforcement actions.

Cost-sharing waiver

If requested, we waive cost sharing up to $199,999 for awards to the governments of American Samoa, Guam, the Virgin Islands, and the Northern Mariana Islands (except for the consolidated awards under 45 CFR Part 97). You must meet any amount of cost sharing over $199,999. See 48 USC 1469a(d) Congressional declaration of policy respecting "Insular Areas."

Program description

Statutory authority

This program is authorized under section 803C(a) of the Native American Programs Act of 1974 (NAPA), [42 U.S.C. 2991b-3](#).

Overview

The purpose of the P&M program is to help Native Americans ensure the survival and vitality of Native American languages. P&M projects work toward that goal by providing services such as:

- Native American language revitalization:
  - Providing instruction to increase fluency and proficiency in at least one Native American language for the community served.
  - Offering training or certification programs for teachers of Native American languages.
  - Developing instructional materials for language revitalization programs.
- Intergenerational Native American language projects:
  - Bringing Native American youth and Elders together to facilitate the transfer of Native American language skills across generations.
- Interpretation and translation:
  - Training Native Americans to serve as interpreters or translators of a Native American language.
- Technology, transcription, and language materials:
  - Developing, printing, and disseminating materials for teaching or enhancing a Native American language program.
  - Training Native Americans to produce or participate in television, radio, or podcast programs to be broadcast in a Native American language.
  - Compiling, transcribing, and analyzing oral testimony to preserve a Native American language.
  - Developing language learning apps or technological tools to preserve a Native American language.

P&M projects may focus on promoting the use of a Native American language in community members' daily lives. You can find a list of [currently funded projects](#) on ANA's recipient website, but this list is only a limited selection of the kinds of programs

we are interested in funding. Successful applications vary widely. As you consider whether your project may be a good fit for this opportunity, we encourage you to interpret our program's goals broadly. To learn more about the Program Areas of Interest for this NOFO, see ANA's Program Areas page.

Program-specific terms and concepts in this NOFO can be found on ANA's applicant resource page.

Indigenous Knowledge

We recognize Indigenous Knowledge and encourage you to incorporate it into your project.

Per the November 2022 Guidance for Federal Departments and Agencies on Indigenous Knowledge:

"Indigenous Knowledge is a body of observations, oral and written knowledge, innovations, practices, and beliefs developed by Tribes and Indigenous Peoples through interaction and experience with the environment. It is applied to phenomena across biological, physical, social, cultural, and spiritual systems. Indigenous Knowledge can be developed over millennia, continues to develop, and includes understanding based on evidence acquired through direct contact with the environment and long-term experiences, as well as extensive observations, lessons, and skills passed from generation to generation."

Federal evaluation

Under section 811 of NAPA, ANA must provide an evaluation of funded projects, including evaluations that describe and measure their success, their effectiveness in achieving stated goals, and their structure and mechanism for delivery of services. We will complete this evaluation in a manner that centers Indigenous Knowledge.

As much as possible, the evaluation will include community interviews with project staff and beneficiaries, and review of documentation including, but not limited to, the Ongoing Progress Reports (OPR), which is approved under Office of Management and Budget (OMB) control number 0970-0452 (current expiration date September 30, 2026). You must agree to participate fully in the federal evaluation and to follow evaluation protocols we establish.

Federal project evaluations are completed when evaluators use a structured information collection tool approved under OMB control number 0970-0379 (current expiration date 6/30/25) during end-of-project site visits from ANA. The site visit includes first-hand accounts of project outcomes and community benefits as well as reviews information provided through the recipient's initial application and OPRs to

evaluate the progress toward achieving the project's goal and objectives by project staff throughout the project period.

Required attendance at events

You must have the project director and a financial management staff person working on the project attend post-award training during the first year of your award.

At least two project staff must attend an annual ANA recipient meeting during each year of your ANA award. You must budget for all expenses associated with this required attendance.

An example of a budget for training/meetings can be found on ANA's Applicant Resource page.

Funding policies and limitations

General policies

We will only make awards if this program receives funding. If Congress appropriates funds for this purpose, we will move forward with the review and award process.

If we receive more funding for this program, we will consider:

- Funding more applicants.
- Extending the period of performance.
- Awarding supplemental funding.

For guidance on some types of costs that we restrict or do not allow, see General Provisions for Selected Items of Costs of the Uniform Guidance, 45 CFR part 75 (or, starting October 1, 2025, 2 CFR part 200).

Program-specific limitations and policies

We do not allow the following costs under this notice of funding opportunity (NOFO):

- Construction.
- Purchase of real property.
- Major renovation.

Additionally, 45 CFR 1336.33(b) has the effect of making the following projects ineligible for funding under this NOFO:

- Providing third-party training and technical assistance to other tribes or Native American organizations or to non-members of the recipient organization.

- 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.
- Ongoing administration functions that are not related to the proposed project.
- ongoing social service delivery programs or the expansion, or continuation, of existing social service delivery programs.
- Projects that do not further the three interrelated ANA goals of economic development, social development, and cultural preservation.
- Projects from consortia of tribes that do not include documentation from each participating consortium member specifying their role and support. Projects from consortia must have goals and objectives that will encompass the participating communities. ANA will not fund projects by a consortium of tribes that duplicate activities for which participating member tribes also receive funding from ANA.
- See 45 CFR 75.420 – 75.475 for information on costs that are always unallowable or have restrictions.

Indirect costs

Indirect costs are costs you charge across more than one project and cannot be easily separated by project.

To charge indirect costs you can select one of two methods:

Method 1—Approved rate. You currently have an indirect cost rate approved by your cognizant federal agency.

Method 2—*De minimis* rate. Per 2 CFR 200.414(f), if you **do not** have a current federal negotiated indirect cost rate (including a provisional rate), you may elect to charge a *de minimis* rate. If you choose this method, costs included in the indirect cost pool must not be charged as direct costs.

This rate is 15% of modified total direct costs (MTDC). See 2 CFR 200.1 for the definition of MTDC. You can use this rate indefinitely.

Subawards

As the prime recipient, you must maintain a substantive role in the project. We define a substantive role as conducting funded activities and providing services that are necessary and integral to completing the project. Monitoring your subrecipient's activities alone as described in 45 CFR 75.352 (or, starting October 1, 2025, 2 CFR 200.332) is not a substantive role.

We do not fund awards where your role primarily serves as a conduit for passing funds to other organizations unless that arrangement is authorized by statute.

If they do not have one, all subrecipients must obtain a Unique Entity Identifier (UEI) through the System for Award Management (SAM.gov).

Subrecipients must meet the eligibility requirements of this NOFO.

Salary rate limitation

The salary rate limitation in the current appropriations act applies to this program. You may not use awarded funds to pay a salary at a higher rate than the rate for Executive Level II. For the Executive Level II salary, please see guidance from the Office of Personnel Management on executive and senior level employee pay.

The salary limitation reflects a person's base salary (including any portion of the salary that is paid for with indirect costs). It does not include fringe benefits or any income the person is allowed to earn outside of the duties of the applicant organization. This salary limitation also applies to subawards, contracts, and subcontracts under an ACF grant or cooperative agreement.

Program income

Program income is money earned as a result of your award-supported project activities. You must use any program income you generate from awarded funds for approved project-related activities. Find more about program income at 45 CFR 75.307 (or, starting October 1, 2025, 2 CFR 200.307).

Step 2:
Get Ready to Apply

In this step

Get registered

SAM.gov

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

To register, go to [SAM.gov Entity Registration](#) and select Get Started. From the same page, you can also select the Entity Registration Checklist for the information you will need to register.

When you register or update your SAM.gov registration, you must agree to the [financial assistance general certifications and representations](#). You must agree to those for financial assistance specifically, as opposed to contracts, because the two sets of agreements are different. You will have to maintain your registration throughout the life of any award.

Grants.gov

You must also have an active account with [Grants.gov](#). You can see step-by-step instructions at the Grants.gov [Quick Start Guide for Applicants](#).

> **Need help?** See [Contacts and Support](#).

Find the application package

The application package has all the forms you need to apply. You can find it online. Go to [Grants Search at Grants.gov](#) and search for opportunity number HHS-2025-ACF-ANA-NL-0112. Then select the Package tab.

After you select the opportunity, we recommend that you select the Subscribe button to get updates.

If you can't use Grants.gov to download application materials, you may request them from the [grants management contact](#).

If you are also unable to apply through Grants.gov, see the section on [exemptions for paper submissions](#).

Learn more

Visit Applying for an ACF Grant Award on the ACF Grants page.

Join the webinar

ANA has an on-demand, pre-application webinar about the NOFOs. The pre-application webinar and materials are accessible on ACF's ANA events website.

The pre-application webinar is available throughout the duration of the open application period. Viewing the webinar is voluntary. The webinar is available on demand on the website. The presentation will only include information provided in this NOFO. Opting not to view the webinar will not affect eligibility, application scoring, or the selection process.

In the event of a discrepancy between the information in the webinar and the NOFO, the NOFO takes precedence.

Step 3:
Prepare Your Application

In this step

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Application contents and format

Application components

You will submit all application components, including attachments and the standard forms in the application package.

See requirements for other submissions.

Your organization's authorized official must certify your application.

Standard forms

The Grants.gov application package for this NOFO includes forms that are submitted through Grants.gov.

See the list of standard forms.

Required format

Page limit: 100 pages. We have clearly marked in the application checklist all components that are not included in this page limit.

File format: Portable Document Format (PDF) is recommended, but not required. ACF supports the following file formats when you attach files to the Project Narrative Attachment form and the Other Attachments form:

Accepted file formats

- Adobe PDF (.pdf)
- Microsoft Word (.doc or .docx)
- Microsoft Excel (.xls or .xlsx)
- Microsoft PowerPoint (.ppt)
- Image formats (.JPG, .GIF, .TIFF, or .BMP only)

Document formats

Paper size: 8 ½ inches x 11 inches

Margins: 1 inch all around

Language: English

If possible, include page numbers.

Do not include external links to information you want reviewers to assess because reviewers will score the application solely on information provided in the application.

Fonts

Font: Times New Roman

Color: Black

Size: 12-point font

Footnotes and text in tables and graphics may be 10-point.

Spacing

Table of contents: Must be single-spaced

Project summary: Must be single-spaced

Project narrative: Must be double-spaced

Line-item budget and budget narrative: Can be single-spaced

Attachments: Can be single-spaced

Tables and footnotes throughout: Can be single-spaced

See [disqualification factors](#) to understand what may disqualify your application from consideration.

Table of contents

At the beginning of your application, include a table of contents that guides a reader through the contents of your application.

Project summary

Provide a one-page summary of the project description. Do not cross-reference to other parts of your application. The summary must include:

- At the top, the project title, applicant name, address, phone numbers, email addresses, and any website URL.
- A brief description of the project, including the needs and population you will address, and your proposed services.

Project narrative

The project narrative is where you address all your proposed activities. It is a critical section of your application, which we evaluate using [merit review criteria](#) and rank based on application scores. Remember that substance and measurable outcomes are

more important than length. We are particularly interested in project narratives that convey strategies for achieving intended performance.

In it, you must:

- Explain how the project will meet the purpose of the NOFO, as described in [the program description section](#).

- Make sure your narrative is clear, concise, and complete.

- Use cross-referencing rather than repetition.

- Be sure to include any required supporting documents noted. You generally provide these in your [attachments](#).

- Use the headings and order of the sections that follow.

Geographic location

Provide the precise physical location of your project and boundaries of the area you will serve. If you will include any subrecipients in your project that will serve the geographic areas include their locations as well.

Past ANA project performance

ANA provides project-specific funding and not ongoing program funding. If you are proposing a project that is similar, in whole or in part, to previously funded activities, please provide a detailed description of what was achieved by the earlier project. In addition, provide explicit details and an explanation of how the proposed project is different and not a duplicate of the previously funded project.

Current community condition

Identify **one** current community condition the proposed project will address. While ANA understands that communities face many conditions at the same time, you should identify only **one** current community condition statement that the proposed project will address.

Fully describe the current status of the Native language, including the following:

- The current number of fluent and emerging speakers with details to indicate fluency levels.

- The current language-learning resources available for use within the community.

- A description of the existing language programs.

- The participation in language preservation by current and emerging language speakers.

Include recent qualitative or quantitative data to describe the status of the current community condition and its relevance to your proposed project.

An example of a current community condition is: "While we currently have three Native language instructors teaching kindergarten through third grade at the Tribal School, a survey revealed that parents want instruction to continue up to eighth grade. We do not have certified teachers to fill these roles."

Project goal

In a single sentence, state a project goal that will be achieved by the end of the project. The project goal should describe an improvement to the current community condition.

Additionally, describe how the project goal is relevant to this opportunity and explain how the project goal is achievable by the end of the project period.

An example of a project goal is: "The Tribal School will build its capacity to provide quality Native language instruction and expand to include grades four through eight."

Objectives

State your main objectives and any sub-objectives. Address how the objectives stated relate to the overall purpose of this program and describe how you will achieve the objectives.

Describe the results your project will achieve and how it will achieve them.

Identify up to three objectives for the entire project period.

Well-written objectives help set program priorities and targets for progress and accountability. We recommend that you avoid verbs that may have vague meanings to describe the intended outcomes, like "understand" or "know," because it may prove difficult to measure them. Instead, write objectives that document action, such as: "By the end of 2027, five Native language instructors will receive their state certification to teach our Native language to grades four through eight."

Each objective can include:

- A timeline describing when the objective will be completed. This should be expressed in project years (for example, "By the end of year 1").
- A description of what will be completed through the objective (for example, "Participants will successfully complete certification trainings").
- A measure of the amount of change expected by the end of the project (for example, "75% of program participants will have completed the state certification program").

An example of how to write an objective can be found on ANA's applicant resource page.

Project implementation plan

Tell us the story of who you are and what you want to accomplish with your project, including the following:

- What your timeline will be.
- How will you achieve your goals and objectives.
- Who will be involved.
- What resources you will need to be successful.

Describe your plan to implement the project. Describe the scope of your proposed project and explain in detail how you will accomplish it. Account for all functions or activities you identify in your application.

Discuss all the steps that must be taken in order to implement each objective and to achieve the expected outcomes. You will also submit your plan using the objective work plan (OWP) form.

Present this plan as a narrative that provides more information on the objectives, activities, and outputs presented in the OWP. Outputs are the direct, tangible results of activities. This is often expressed as a target number of activities completed and/or people served. Include all necessary steps and realistic timeframes to achieve each objective. Do not copy the OWP directly into the narrative to complete this section.

If a license or permit is needed for any of the activities in your proposed project, your implementation plan should describe how and when it will be obtained.

Explain potential obstacles, barriers, or challenges that could delay the project or hinder you from accomplishing the project goals. Identify strategies you will use to address them. Challenges you might address include partnerships falling through, weather, and low participant recruitment.

Identify the measures you will take to ensure that the positive changes achieved by the project will be sustained beyond the end of the project. These can include resources, staff, or partners that are needed to sustain positive changes from the project.

Community-based strategy

Community involvement in project design and implementation is one of the key factors in determining if a project will be successful.

- Describe your experience working on projects within the community.
- Describe the community's participation and engagement in past projects.

Describe how the community was involved in identifying the need for the project and how their feedback was incorporated into the project design. Explain who or what

members of the community, including the tribal council or board, were involved to identify the need for the project.

You can also include optional supporting documentation such as stakeholder meeting agendas, sign-in sheets, surveys, and focus group notes. If you include this documentation, submit it in the attachments section.

Population to be served

Describe the participants or beneficiaries who will take part in the project's activities. Explain how they will benefit from participating.

- Identify how participants will be recruited for the project, including any outreach activities related to recruitment, if applicable.
- Identify outreach activities that will be used to maintain community awareness, involvement, or participation in the project. Examples of outreach activities include community meetings, news media, social media, events, and publications.

Expected outcomes

Identify the outcomes you plan to achieve from the project. Outcomes should relate to the overall program as described in the program description section. If research is part of the proposed work, outcomes must include hypothesized results and implications of the proposed research.

Outcomes are measurable changes that will result from the achievement of the implementation plan. Outcomes can include, but are not limited to, increases in capacity and changes in knowledge, awareness, attitudes, skills, or behaviors. Outcomes can be the same or different for each objective.

- Identify an outcome for each objective.
- Show clear connections between the outcomes, the current community condition, the project goal, and the objectives.

Each P&M objective must include a primary outcome that aligns to one of the following categories:

- Increased language fluency.
- Increased community member use of language-learning resources.
- Increased ability to deliver Native language instruction by certifying language teachers.
- Increased capacity to implement a language program.

An example outcome is: "Increased capacity of teachers to deliver instruction in the Native language for grades four through eight through teacher certification."

Objective work plan (OWP)

We require you to submit an OWP. Please refer to Standard Forms for the OWP form that you must use.

The OWP is a blueprint for achieving project objectives. It arranges major steps based on the implementation plan and includes details like:

- **Key activities:** The "how" of the project.
- **Timeframes:** "When" these activities should be accomplished.
- **Responsible staff:** "Who" will carry out each activity.
- **Outcomes:** Outcomes describe the most significant change the objective will produce. Include the primary outcome for each objective as stated in the project narrative.
- **Outputs:** Outputs are the direct, tangible results of activities. This is often expressed as a target number of activities completed or people served. The outputs are logical results of the successful completion of activities within the proposed timeframe.

The OWP should be a work plan for each objective and each year.

- The OWP should have no more than three objectives, as stated in the [project narrative](#).
- The OWP should include all activities needed to successfully achieve each objective. Each objective can have up to 25 activities per year. The project year for this NOFO begins July 1 and ends June 30 for each year of the project.
- If an objective spans more than one year, the OWP should provide details about which activities will occur in each year.

We strongly encourage you to review the OWP form and instructions available at [Grants.gov](#).

Organizational capacity

Provide the following information for your full project team, including the applicant organization and any cooperating partners, contractors, and subrecipients:

Data management plan

Describe a data management plan that you will use to collect information that can improve the project over time. This plan must include:

- A description of which staff will be responsible for data collection, tracking, and reporting.
- How you will monitor ongoing activities to measure progress toward the project's objectives.

- The data collection tools and processes that will measure each objective.
  - Examples of tools include Excel spreadsheets, logic models, surveys, assessments, Indigenous Knowledge in the form of community observations or interviews, and outcome trackers.
- If data collection tools need to be developed, explain how you will develop them.
- A timeline for how you will review and use data collected to make adjustments to the project.

Staffing plan

You may provide your staffing plan in a narrative format or by attaching project-specific job descriptions.

- Identify all staff, partners, and consultants (filled and unfilled) supporting the project. Each person's role and responsibilities should be explained. If known, please include the names of staff members who will fill key roles.
- Explain recruitment and hiring process for positions (staff, partners, and consultants) that need to be filled.
- Identify the principal investigator/project director (PI/PD) and authorized organizational representative (AOR) for the project. (See definitions.) The AOR and PI/PD cannot be the same person, and the separation of these duties must be identified.
  - PI/PD responsibilities include monitoring progress and maintaining oversight of program reporting, staff, and partners.
  - AOR will have official signing responsibility for the award.
  - If a permanent PI/PD or AOR is unknown, identify who will take on the role until the position is filled and provide a timeline for filling the role with permanent personnel.
- Describe how the project will continue if positions become vacant at any time during the project period.

Partnerships and consultants

- Identify each partner, consultant, or subrecipient and explain how they will support project activities. Include scopes of work, memoranda of understanding (MOU), or letters of commitment.
  - If the project does not plan on including these entities, please indicate so by stating: "Our project will not include the support of partners, consultants, or subrecipients."
- Describe plans to finalize partnership agreements if not completed and contingency plans for partnerships or consultant agreements if they fall through.

- Identify processes for communicating with partners or consultants and explain how agreements will be managed and maintained.

Oversight plan

Recipients are required to ensure proper oversight in accordance with 45 CFR part 75, subpart D (or, starting October 1, 2025, 2 CFR part 200). Oversight is the process by which an entity's senior management ensures projects are performed in compliance with award requirements.

Provide a plan for oversight that includes the following:

- Describe key oversight staff who will be responsible for overseeing project staff and, if applicable, partners, consultants, or subrecipients.
- Describe key oversight staff who will be responsible for complying with applicable tribal policies and procedures, as well as state and federal laws and regulations. These responsibilities will include drawing down funds and ensuring internal controls are in place when authorizing expenditures. There should be a clear separation of duties between the financial staff and the program staff.
- Identify systems for record-keeping, financial management, and reporting to oversight bodies.
- Explain procedures to avoid conflicts of interest.
- You will provide some supporting information in the attachments section.

Protection of sensitive or confidential information

Describe how you will collect and safeguard protected personally identifiable information and other information that is considered sensitive. Make sure your approach is consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality. Provide:

- The methods and systems you will use to ensure that you properly handle confidential and sensitive information including any subrecipients and/or contractors.
- A plan for the disposition of such information at the end of the period of performance.

For more information, see 45 CFR 75.303(e) (or, starting October 1, 2025, 2 CFR 200.303(e)).

Line-item budget and budget narrative

The line-item budget and budget justification support the information you provide in the Budget Information Standard Form SF-424A.

HHS now uses the definitions for equipment and supplies in 2 CFR 200.1. The new definitions change the threshold for equipment to the lesser of the recipient's capitalization level or $10,000 and the threshold for supplies to below that amount.

Justify the costs you ask for and provide detail, including calculations for the "object class categories" in the Budget Information Standard Form. You will provide this information for each year of the period of performance. See information on funding periods.

As you develop your budget, consider:

- If the costs are necessary, reasonable, allocable, and consistent with your project's purpose and activities.
- How you calculate your costs in ways that are clear and repeatable.
- The restrictions on spending funds. See the funding policies and limitations.

Please also review the Standard Form instructions.

To create your line-item budget and justification, see detailed budget instructions on our website.

In general, you must:

- Indicate the method you will use for your indirect cost rate. See the indirect costs section for further information.
- Include estimation methods, quantities, unit costs, and other similar quantitative detail necessary for the calculation to be duplicated.
- For any cost sharing, include a detailed listing of any funding sources identified in Block 18 of the SF-424 Application for Federal Assistance.
- For applicants planning to use subawards, if your subaward budget is more than 50% of total direct costs, justify why you are subawarding that portion of the project. Explain:
  - How you plan to maintain a substantive role in the project.
  - Why you cannot achieve your goals without the subrecipients' participation.
- Budgets should include a column for each of the following and should be organized in this order:
  - Object class categories (sections of cost types for the line items).
  - Federal share (or costs that will be covered by the federal award).

- ○ Match (cost share). This can be cash or in-kind and is the required 20% total project cost to be contributed by the applicant.
  - ○ Total-the total of the federal share and the cost share.
- The budget narrative provides the cost calculations and breakdown for each line item for each year of the project. The budget justification also provides a brief statement of the need for or benefit of this line-item expenditure relating to the accomplishment of the project.
- For example, personnel wage rate per hour multiplied by the number of hours to equal the annual salary listed for personnel, or vendor quotes for equipment over $10,000.

Cost sharing

For awards that require the 20% matching or cost-sharing by statute, we must hold you accountable for projected commitments of non-federal resources (at or above the statutory requirement) in your application budgets and budget justifications. This includes commitments by budget period or by project period for fully funded awards. See Commitment of Non-Federal Resources.

If you fail to provide the statutorily required matching or cost-sharing amount (and any voluntary committed amount in excess) we may disallow federal funds. We will require you to report these funds in your Federal Financial Reports.

Examples of how the 20% matching or cost-sharing can be met include but not limited to:

- Commitment letters from partners.
- Vendors, tribal resolution.
- Board resolution.
- Third-party agreements.

Cost-sharing examples can be found in the application toolkit.

Required attendance at post–award training

Travel costs for two people to attend Post-Award Training for two days during the first year of your award. You should follow your organization's travel policies to develop this budget.

- The Alaska Post-Award Training is usually held in Anchorage.
- The Pacific Post-Award Training is usually held in Honolulu.
- The Western Post-Award Training is usually held in Phoenix.
- The Eastern Post-Award Training is usually held in Washington, DC.

Required attendance at ANA recipient meeting

You must attend an annual ANA recipient meeting during each year of their ANA award. You must budget for all expenses associated with this required attendance.

Optional ANA travel for National Native American Language Summit

Each year, ANA cohosts a one-day National Native American Language Summit. Applicants are encouraged to budget for two project staff to attend, but attendance is not required. The summit is held in a centralized location that will be announced in advance of the event.

An example of a budget for training/meetings can be found on ANA's Applicant Resource page.

Proprietary or personally identifiable information

In your application, you may identify salary or other proprietary information or personally identifiable information. We will remove this information from applications before they go to reviewers.

If you have an exemption for a paper submission, you can protect salary information and any proprietary information by placing that information only in the original application. You can remove the information from the copies, keeping summary information.

Attachments

You will upload attachments in Grants.gov using the Other Attachments form. These attachments are included in the overall application page limit, unless it says otherwise in this section.

Indirect cost agreement

If you include indirect costs in your budget using an approved rate, include a copy of your current agreement approved by your cognizant agency for indirect costs. If you use the *de minimis* rate, you do not need to submit this attachment.

See the indirect costs section for more information.

Legal proof of nonprofit status

If your organization is a nonprofit, you need to attach proof. We will accept any of the following:

- A reference to your listing in the IRS's most recent list of tax-exempt organizations.

- A copy of a current tax exemption certificate from the IRS.

- A letter from your state's tax department, attorney general, or another appropriate state official saying that your group is a nonprofit and that none of your net earnings go to private shareholders or others.

- A certified copy of your certificate of incorporation or similar document. This document must show that your group is a nonprofit.

- Any of these for a parent organization. Also include a statement signed by an official of the parent group that your organization is a nonprofit affiliate.

Additional eligibility documentation

Assurance of Community Representation on Board of Directors

The assurance documentation is not required from federally or state recognized tribes, Alaska Native villages, or public government entities in the U.S. territories. It is required for applications from the following groups:

- Native nonprofit organizations.

- Tribal Colleges governed by a board that is separate from the governing body of a tribe.

- American Indian Tribes or Alaska Native Villages that apply as nonprofits.

You must show that a majority of your board members represent a Native American community to be served. You must submit documentation that identifies each board member by name and indicates one or more of ANA's three categories of community representation for each board member:

- Members of federally or state-recognized tribes.

- Persons who are recognized by members of the eligible Native American community to be served as having a cultural relationship with that community.

  ○ A cultural relationship is defined as lineage, familial, marriage, or other traditional or social connection to the community and not a business or work relationship. For example, someone who owns a business or is employed by an organization that serves the Native community would not be considered to have a cultural relationship with that community.

- Persons considered to be Native American as defined in [45 CFR 1336.10](#) and Native American Pacific Islanders as defined in Section 815 of the [Native American Programs Act (NAPA)](#) (42 USC 2992c(7)).

If you do not submit this documentation with your application, your application will be disqualified and will not be considered for competition. ([See eligibility](#).)

An example of the assurance of community representation on the board of directors can be found on [ANA's applicant resource page](#).

Organizational capacity supporting information

You must attach the following information to support the information in your [organizational capacity](#) section:

- Organizational charts, including all partners.
- Resumes, biographical sketches, or curricula vitae for all key personnel.
- Job descriptions for each vacant key position.
- List of your board of directors.
- Audit summary report including auditor's opinion, if applicable.
- Copy or description of your organization's fiscal control and accountability procedures.
- Copy or description of your organization's personnel policies.
- Child-care licenses and other documentation of professional accreditation.
- Information on compliance with federal, state, and local government standards.

Third-party agreements

You must submit agreements with all third parties involved in the project. Third parties include subrecipients, contractors, and other cooperating entities. Third-party agreements include letters of commitment, memoranda of understanding, and memoranda of agreement. We do not consider general letters of support to be third-party agreements.

Any such agreement must:

- Describe each party's roles and responsibilities for project activities.
- Describe the support and resources that the third party is committing to the proposed project.
- Be signed by the person in the third-party organization with the authority to make such commitments.

Letters of support

Attach statements from community, public, or commercial leaders that support your project. At minimum, each letter of support must identify the person writing the letter, the organization they represent, the date, and their reasons for supporting the project.

Maintenance of effort certification

Not included in the page limit.

You will self-certify your maintenance of effort. Place this certification on your organization's letterhead. See the [maintenance of effort wording at ACF's website](#).

Other attachments

Governing body documentation

All applications should include documentation demonstrating that the governing body of the organization approves the application's submission to ANA. Without ANA's receipt of signed and dated documentation prior to the start of the award of funds, the applicant's project cannot be approved.

Documentation must be signed and dated by an official of the governing body. In signing the document, the governing body agrees that the applicant organization will assume the obligation imposed by applicable federal regulations and other terms and conditions of the award, including any assurances, if the award is made.

Written formal board resolutions, meeting minutes from the governing body, and letters from the authorizing official reflecting approval of the project are acceptable documentation.

Cost-sharing waiver request

If requested, we waive [cost-sharing](#) up to $199,999 for awards to the governments of American Samoa, Guam, the Virgin Islands, or the Commonwealth of the Northern Mariana Islands (except for consolidated awards under [45 CFR Part 97](#)). You must meet any amount of cost-sharing over $199,999. See [48 USC 1469a(d) Congressional declaration of policy respecting "Insular Areas](#)."

For inquiries about the waiver process, contact your regional technical assistance provider. You can find your center at ANA's [Training and Technical Assistance](#) webpage.

Standard forms

You will need to complete some other required standard forms. Upload the following forms at Grants.gov. You can find them in the NOFO application package or review them and their instructions at Grants.gov Forms.

Forms	Submission requirement
Application for Federal Assistance (SF-424)	With the application.
Budget Information for Non-Construction Programs (SF-424A)	With the application.
Assurances for Non-Construction Programs (SF-424B)	With the application.
Key Contacts	With the application.
Grants.gov Lobbying Form	With the application or before award.
Disclosure of Lobbying Activities (SF-LLL)	If applicable based on instructions, with the application or before award.
Project/Performance Site Location(s) (SF-P/PSL)	With the application. Cite your primary location and up to 29 additional performance sites.
Objective work plan (OWP)	With the application.

Step 4:
Learn About Review and Award

In this step

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Application review

Initial review

We will review your application to make sure that it meets the responsiveness criteria. If your application does not meet these criteria, we will disqualify it and we will not move it to the merit review phase.

We will not review any pages that exceed the page limit.

We will let you know if your application is disqualified within 30 days of the application deadline. You won't receive any notice from ACF if your application failed Grants.gov validation checks.

We will also remove blurred or illegible pages and any file formats that are not supported.

If your application fails to adhere to ACF's NOFO formatting, font, and page limitation requirements, we will adjust your application by removing page(s) from the application. We will remove the pages before the merit review and will not send them to reviewers.

If we do so, we will send you a letter after we make awards to notify you that we amended your application.

Merit review

A panel reviews all applications that pass the initial review. The panel members use the criteria in this section.

Our reviewers typically are not federal employees. See the section on proprietary and personally identifiable information.

Criteria

Criterion	Total number of points = 100
1. Project narrative	75 points
2. Organizational capacity	15 points
3. Line-item budget and budget narrative	10 points

Project narrative

Maximum points: 75

This section of the review criteria includes many elements of the project narrative section of your application. Reviewers will evaluate if your proposed strategy to complete the project is feasible, effective, community-based, and likely to achieve intended outcomes. In reaching their conclusions, reviewers will consider the degree to which the following narrative elements are clear, logical, and detailed.

Reviewers will assess how well your application:

Current community condition – 0 to 5 points

1. Identifies one current community condition to be addressed by the project.

Project goal – 0 to 7 points

2. Describes how the project goal is achievable by the end of the project period.

Objectives – 0 to 8 points

3. Identifies no more than three project objectives that describe measurable achievements relevant to the project goal within a given timeframe.

Project implementation plan – 0 to 15 points

4. Provides a detailed plan to implement and achieve each objective.

5. Includes specific strategies to address obstacles or barriers that could impede the progress or success of the project.

6. Identifies resources, staff, and partners who will ensure that the project's positive outcomes are achieved.

Community-based strategy – 0 to 12 points

7. Clearly demonstrates a connection to the community to be served, including the ability to directly work with the project participants or beneficiaries.

8. Describes how the community was involved in identifying the need for the project and how their feedback was incorporated into the project design.

Population to be served – 0 to 7 points

9. Describes the participants or beneficiaries to be served by the project and explains how they will benefit from it.

Outcomes – 0 to 6 points

10. Demonstrates clear connections between the objectives, the outcomes, the current community condition, and the project goal.

11. Includes outcomes that each align to one of the following categories:

- Increased language fluency.
- Increased community member use of language-learning resources.
- Increased ability to deliver Native language instruction by certifying language teachers.
- Increased capacity to implement a language program.

Objective work plan (OWP) – 0 to 15 points

12. Aligns with the project narrative and implementation plan and provides details of how, when, and by whom project activities will be completed.

13. Identifies outputs that will demonstrate progress toward the project goal. The outputs are logical results of the successful completion of activities within the proposed timeframe.

Organizational capacity

Maximum points: 15

This section of the review criteria includes essential components of the organizational capacity section of your application. Reviewers will evaluate whether the application demonstrates the key staff and management who will oversee federal funds, and delivery of project objectives.

Data management plan – 0 to 3 points

14. Describes a strategy for using data to monitor and report progress toward project objectives.

15. Identifies staff responsible for data collection, tools, storage, and management.

Staffing plan – 0 to 5 points

16. Identifies all staff, partners, and consultants supporting the project and how they will support project activities and be managed.

17. Explains the recruitment and hiring process for positions (including PI/PD, staff, partners, and consultants) that need to be filled.

Partnerships and consultants – 0 to 2 points

18. Identifies partners and consultants and explains their role in supporting project activities.

Oversight plan – 0 to 5 points

19. Describes a plan for proper oversight of federal award funds, including the identification of staff and internal controls for financial management and accurate accounting practices.

Line–item budget and budget narrative

Maximum points: 10

Reviewers will consider the degree to which the application designates adequate resources to carry out the proposed activities while ensuring that the proposed costs are reasonable based on the geographical location of the applicant.

Reviewers will assess how well:

20. The application includes a detailed line-item budget with appropriate object class categories for every year of the project, including costs allocated for federal and non-federal shares, and delineates staff by full-time equivalent or percentage of time to the project.

21. The line-item budget includes a budget narrative for every year of the project. The budget narrative provides a breakdown of how all costs are calculated for each entry in the line-item budget and includes a basis for estimated costs, such as equipment, personnel, and travel. Vendor quotes are provided for equipment over $10,000.

22. The expenditures listed in the line-item budget and budget narrative align with the implementation plan and OWP.

We do not consider voluntary cost sharing during merit review.

ANA internal review of proposed projects

ANA staff review and analyze the applications ranked highest in the merit review and scoring. This internal review is used to determine each application's consistency with the purposes of NAPA, all relevant statutory and regulatory requirements, and the requirements of the relevant NOFO.

ANA has a preference for funding projects that:

- Are community-driven
- Reflect a strong relationship between planned activities and intended results
- Demonstrate a realistic action plan for sustainability
- Promote social and economic self-sufficiency in emerging, unserved, or under-served Native communities

Risk review

Before making an award, we review the risk that you will mismanage federal funds or fail to complete the project objectives. We need to make sure you've handled any past federal awards well and demonstrated sound business practices. We use SAM.gov Responsibility/Qualification to check this history for all awards likely to be over $250,000.

If we find a significant risk, we may choose not to fund your application or to place specific conditions on the award.

For more details, see 45 CFR 75.205 (or, starting October 1, 2025, 2 CFR 200.206).

Selection process

When making funding decisions, we consider:

- Merit review results. These are key in making decisions but are not the only factor.
- Organizations serving emerging, unserved, or underserved populations.
- The larger portfolio of agency-funded projects by considering geographic distribution.
- The past performance of the applicant.

Commissioner's discretion

ANA's Commissioner has discretion to make all final funding and award decisions. In exercising discretion in award selection, the Commissioner may choose not to fund any proposed project that:

- Does not further the purpose of the funding opportunity.
- Is by a national or regional organization that has not justified its position as the best applicant organization to address the community's needs.
- Appears to have originated or was designed by consultants outside of the community who have provided a major role for themselves in the performance of the project, and who are not members of the applicant organization, tribe, or village.
- Was submitted by an organization that has received funding for two consecutive projects under the Assistance Listing number 93.587.
- Has a flawed implementation plan and is not likely to be successful or cost-effective.
- Allows only one community or region to receive a disproportionate share of the funds available for award.

- Is identical or similar in whole or in part to previously funded projects proposed by the same applicant.

- Duplicates activities for which any consortium member also receives or has received funding from ANA.

- Contains contingent activities that may impede, or indefinitely delay, the progress of the project.

- Has the potential to cause unintended harm to participants, or could negatively impact the safety of individuals.

- Provides loan capital.

- Includes human subject research as defined at 45 CFR 46.102 (d) and (f).

- Is duplicative of projects funded by other federal agencies.

- Projects from consortia of tribes that do not include documentation from each participating consortium member specifying their role and support. Projects from consortia must have goals and objectives that will encompass the participating communities. ANA will not fund projects by a consortium of tribes that duplicate activities for which participating member tribes also receive funding from ANA.

- Includes activities that were previously implemented without federal assistance.

- No project shall be approved for assistance under this title unless the ANA Commissioner is satisfied that the activities to be carried out under the project will be in addition to, and not in substitution for, comparable activities previously carried out without federal assistance.

Community-based funding preference

ANA reserves the right to prioritize funding to community-based Native American organizations serving their local communities and populations.

If your organization is a non-local, national, or regional organization proposing a project to serve multiple communities, or to be performed in a different geographic location, you must:

- Clearly demonstrate that the need for the project was originated by each community being served, and that the community and/or tribal government supports the proposed project.

- Describe how each community was selected.

- Identify and describe the intended beneficiaries.

- Demonstrate community involvement in the development of the project.

- Discuss a community-based delivery strategy for the project.

- Include proposed project goals, objectives, and outcomes that address goals of the community being served.

- If a national or regional organization, describe your membership and define how your organization operates.
- The type of community to be served will determine the type of documentation necessary to support the project.

In order to maximize the reach of its funding, ANA applicants that have implemented at least two consecutive projects within the same Assistance Listing number may not be funded for a third consecutive project within the same Assistance Listing number if other applicants who have not received ANA funding in the past three years are within the scoring range to be funded.

We may:

- Fund applications in whole or in part.
- Fund applications at a lower amount than requested.
- Decide not to allow a prime recipient to subaward if they may not be able to monitor and manage subrecipients properly.
- Decide not to fund a project with high start-up costs or unreasonably high operating costs.
- Choose not to fund applicants with management or financial problems.
- Designate your application as "approved but unfunded" if it was successful but there was not sufficient funding to make an award. You may receive funding if additional funds become available within the fiscal year.
- Choose to fund no applications under this NOFO.

We will not fund:

- A disqualified application.

Appeals

Pursuant to 45 CFR 1336.35, you can appeal your application's rejection if we find it ineligible or if the activities it proposes are ineligible for funding. Disqualifications described in the initial review section are not eligible for appeal.

To appeal a finding of ineligibility, follow these guidelines:

- You must submit a notice of appeal in writing.
- Your notice of appeal must clearly identify the reason you are appealing, as well as evidence in support of your argument.
  - You must send your notice of appeal within 30 days of receiving notice that your application or project activities were found ineligible.
  - You must attach a copy of the decision to your notice of appeal.

You can file an appeal online.

Alternatively, you can deliver or mail your notice of appeal to:

The HHS Departmental Appeals Board
200 Independence Avenue, SW
Washington, DC 20201

If you mail your notice of appeal, use registered or certified mail.

See 45 CFR 1336.35 for procedures for more information about filing an appeal.

Award notices

How we make awards

If you are successful, we will email or transmit through our grant systems a Notice of Award (NoA) to your authorized official. We will email you if your application is disqualified or unsuccessful.

The NoA is the only official award document. The NoA tells you about the amount of the award, important dates, and the terms and conditions you need to follow. Until you receive the NoA, you have not received an award. Project costs that you incur before you receive a NoA are at your risk.

By drawing down funds, you accept the terms and conditions of the award. The award incorporates the requirements of the program and funding authorities, the grant regulations, the GPS, and the NOFO.

If you want to know more about NoA contents, go to Notice of Award at ACF's website.

Step 5:
Submit Your Application

In this step

Application submission and deadlines

Deadlines

Application

Due on April 14, 2025.

- For electronic submissions, the due time is 11:59 p.m. ET.
- If you receive an exemption from electronic submission, the due time is 4:30 p.m. ET. See the section on [exemptions for paper submissions](#).

Grants.gov creates a date and time record when it receives the application. If you submit the same application more than once, we will accept only the last on-time submission.

The grants management officer may extend an application due date based on emergency situations such as documented natural disasters or a verifiable widespread disruption of electric or mail service.

Submission methods

Grants.gov

You must submit your application through Grants.gov unless we give you an exemption for a paper submission. See information on [getting registered](#).

For instructions on how to submit in Grants.gov, see the [Quick Start Guide for Applicants](#). Make sure your application passes the Grants.gov validation checks. Do not encrypt, zip, or password protect any files. We encourage you to leave yourself plenty of time to upload documents.

See [Contacts and Support](#) if you need help.

Issues with federal systems

If you experience a systems issue with Grants.gov or SAM.gov, please refer to [ACF's Policy for Applicants Experiencing Federal Systems Issues [PDF]](#).

Exemptions for paper submissions

We need to give you an exemption before you can apply on paper. See the [ACF Policy for Requesting an Exemption from Required Electronic Application Submission [PDF]](#). Once we have approved your exemption, download your forms package under the Package tab in Grants.gov.

To submit your application, mail it to:

Tim Chappelle
U.S. Department of Health and Human Services
Administration for Children and Families
HHS-2025-ACF-ANA-NL-0112
C Street, SW
3rd Floor
Washington, DC 20201

Follow these requirements when you submit your paper application:

- Print your application and all copies one-sided.
- Submit one original and two copies of the complete application, including all required forms.
- Submit both the original and additional copies in a single package. If you plan to submit more than one application under this NOFO or others, you must submit them separately. Clearly label each package with the NOFO title and funding opportunity number. Your authorized organization official must sign the application. The original application must include an original signature.

Other submissions

Intergovernmental review

This NOFO is not subject to [Executive Order 12372, Intergovernmental Review of Federal Programs](#). No action is needed.

Application checklist

Make sure that you have everything you need to apply.

Component	Grants.gov form	Included in page limit?
Narratives	Use the Project Narrative Attachment form.	
☐ Table of contents		Yes
☐ Project summary		Yes
☐ Project narrative		Yes
☐ Line-item budget and budget narrative		Yes
Attachments (9 total)	Insert each in the Other Attachments form.	
☐ Indirect cost agreement		Yes
☐ Legal proof of nonprofit status		Yes
☐ Assurance of Community Representation on Board of Directors, if applicable		Yes
☐ Organizational capacity supporting information		Yes
☐ Resumes and job descriptions		Yes
☐ Third-party agreements		Yes
☐ Letters of support		Yes
☐ Maintenance of effort certification		No
☐ Governing body documentation		Yes
Standard forms (8 total)	Upload using each required form.	
☐ Application for Federal Assistance (SF-424)		No
☐ (SF-424A) Budget Information for Non-Construction Programs		No
☐ Key Contacts		No
☐ (SF-424B) Assurances for Non-Construction Programs		No
☐ Disclosure of Lobbying Activities (SF-LLL)		No

Component	Grants.gov form	Included in page limit?
☐ Grants.gov Lobbying Form		No
☐ Project/Performance Site Location(s) (SF-P/PSL)		No
☐ Objective work plan (OWP)		No

Step 6:
Learn What Happens After Award

In this step

Post-award requirements and administration   50

Post-award requirements and administration

Administrative and national policy requirements

There are important rules you'll need to follow if you get an award. You must follow:

- All terms and conditions in the Notice of Award, including the ACF Standard Terms and Conditions and, if applicable, any program-specific terms and conditions. We incorporate this NOFO by reference.
- The rules listed in 45 CFR part 75, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards in effect at the time of award and any updates, or any superseding regulations.
  - Effective October 1, 2024, HHS adopted the following superseding provisions:
    - 2 CFR 200.1, Definitions, Modified Total Direct Cost.
    - 2 CFR 200.1, Definitions, Equipment.
    - 2 CFR 200.1, Definitions, Supplies.
    - 2 CFR 200.313(e), Equipment, Disposition.
    - 2 CFR 200.314(a), Supplies.
    - 2 CFR 200.320, Methods of procurement to be followed.
    - 2 CFR 200.333, Fixed amount subawards.
    - 2 CFR 200.344, Closeout.
    - 2 CFR 200.414(f), Indirect (F&A) costs.
    - 2 CFR 200.501, Audit requirements.
  - Effective October 1, 2025, HHS will adopt the remaining 2 CFR part 200 provisions and the HHS-specific modifications relocated from 45 CFR part 75 to 2 CFR part 300.
- The HHS Grants Policy Statement (GPS). This document has terms and conditions tied to your award. If there are any exceptions to the GPS, they'll be listed in your Notice of Award.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in the HHS Administrative and National Policy Requirements [PDF] and the ACF Administrative and National Policy Requirements.
- 45 CFR Part 87 Appendix B, Equal Treatment for Faith-Based Organizations.

- Applicable program statute and regulations at 803C(a) of the Native American Programs Act of 1974 (NAPA), 42 U.S.C. 2991b-3.

Preservation and dissemination of language materials

Recipients must implement a plan to preserve any materials produced as a result of the project for the benefit of future generations of Native Americans and other interested persons. This plan should also include a provision for providing a copy of the products or materials to ANA for transmission to national or regional repositories for preservation and use by other Native language programs to replicate and tailor for their language needs. See 42 USC 2991b-3(c)(5)(6) and 42 USC 2991b-3(f)(D).

Compliance with background checks and applicable child safety laws

All recipients must comply with applicable federal, tribal, and state laws with respect to criminal history record checks and clearances through child abuse and neglect and sex offender registries.

Conflict of interest standards

You must disclose in writing any potential conflict of interest to us, in accordance with 42 USC 200.112b(a) and other subsequent applicable HHS awarding agency's policy.

Members of the governing body of recipient organizations cannot hold paid employment under an ANA-funded project, in order to preserve the independence and impartiality of governing body members and avoid conflicts of interest.

There is an exception to this rule under 45 CFR 1336.50 (f), which permits the Chief Executive of the recipient organization to serve as project staff with the salary and expenses of the Office of Chief Executive as allowable costs under the ANA award, provided such costs are directly related to the project and do not include the costs of general government. You must request prior approval from ANA for such an exemption.

Intellectual property

We encourage you to educate yourself 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. See 45 CFR 75.322 and Appendix II to Part 75, Contract Provisions for Non-Federal Entity Contracts under Federal Awards (or, starting October 1, 2025, 2 CFR 200.315 and Appendix II to Part 200). Moreover, we encourage you to learn how such rights may be transferred via contracting with third parties that produce resources, data, and materials developed because of ANA funding. ANA is unable to provide legal

advice or guidance on this matter; however, funds may be used for legal expenses relative to this matter.

Response to nationally or tribally declared emergency

ANA will exercise maximum flexibility as needed and appropriate for current awards. Requirements may be conducted virtually and/or timelines modified in consultation with ANA.

Reporting

As a recipient, you will have to submit performance and financial reports. To learn more about reporting, see [Reporting at the ACF website](#).

- Performance report form: Ongoing Progress Report (OPR) (OMB Number: 0970-0452, current expiration: September 30, 2026)
    - Performance report frequency: Semi-Annually
- Financial report form: SF-425 FFR
    - Financial report frequency: Semi-Annually
- Tangible Personal Property Report: SF-428:
    - Report frequency: Annual, final

Outcome tracker

An outcome tracker will be developed for each project objective during the post-award process with technical assistance from ANA and is not required to be submitted with the application. The outcome tracker will align with information from the application to include a means for measurement and annual targets for achievement. The outcome tracker is designed to support project staff in monitoring progress during project implementation (Ongoing Progress Report (OMB control number 0970-0452 (current expiration date September 30, 2026))).

The outcome tracker will be developed with assistance from ANA staff after the award for each project objective to include the current community condition, project goal, objective, primary outcome, indicator, the means for measuring the indicator, and outputs.

An example outcome tracker can be found on [ANA's applicant resource page](#).

Nondiscrimination and assurance

If you receive an award, you must follow all applicable nondiscrimination laws. You agree to this when you register in SAM.gov. You must also submit an Assurance of Compliance [PDF] (HHS-690). To learn more, see the Laws and Regulations Enforced by the HHS Office for Civil Rights.

Contacts and Support

In this step

Agency contacts

Program

Carmelia Strickland
U.S. Department of Health and Human Services
Administration for Children and Families
HHS-2025-ACF-ANA-NL-0112
C Street, SW 4th Floor
Washington, DC 20201
(877) 922-9262
(202) 690-7441
anacomments@acf.hhs.gov

Grants management

Tim Chappelle
U.S. Department of Health and Human Services
Administration for Children and Families
HHS-2025-ACF-ANA-NL-0112
330 C Street, SW
3rd Floor Washington, DC 20201
Tim.chappelle@acf.hhs.gov

Applicant training and technical assistance

ANA provides regional Training and Technical Assistance (TTA) Centers, as authorized by NAPA, to support recipients as well as potential applicants. Such support includes pre-application workshops and a preliminary review of applications that are at least 75% completed.

Applicants are encouraged to contact their regional TTA Center or view the ANA website to learn about the TTA services.

Grants.gov

Grants.gov provides 24/7 support. You can call 1-800-518-4726 or email support@grants.gov. Hold on to your ticket number.

SAM.gov

If you need help, you can call 1-866-606-8220 or live chat with the [Federal Service Desk](#).

Reference websites

- [U.S. Department of Health and Human Services (HHS)](#)

- [Administration for Children and Families (ACF)](#)

- [Grants.gov](#)

- [Applying for an ACF Grant Award](#)

- [Grants.gov Accessibility Information](#)

- [Code of Federal Regulations (CFR)](#)

- [United States Code (U.S.C.)](#)

- [Award Terms and Conditions](#) (see also the [ACF Standard Terms and Conditions [PDF]](#))

- [ACF Administrative and National Policy Requirements](#)

- [ACF Property Guidance](#)

- [Access to Capital Clearinghouse | Indian Affairs (bia.gov)](#)

- ANA technical assistance providers offer project development training and pre-application training for potential applicants free of charge. You can contact technical assistance providers through our [Training and Technical Assistance](#) page.

- Project development training materials can be found in the [Project Planning and Development Participant Manual](#).

- The [applicant resource page](#) provides examples and templates that may be useful to you.

- [Definitions](#) provide program-specific terms and concepts in this NOFO.

- [The Center for Linguistic and Cultural Competency](#) in Health Care and National Standards for Culturally and Linguistically Appropriate Services in Health and Health Care helps organizations provide culturally and linguistically appropriate services to better serve our nation's increasingly diverse communities.

Paperwork Reduction Act disclaimer

As required by the Paperwork Reduction Act, 44 U.S.C. 3501-3521, the public reporting burden for the project description (project narrative, line-item budget, and justification) is estimated to average 60 hours per response, including the time for reviewing instructions, gathering, and maintaining the data needed, and reviewing the collection information. The project description information collection is approved under OMB control number 0970-0139, which expires March 31, 2026. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Modifications

Modification Description	Updated Date