

Notice of Funding Opportunity
Application due Friday, August 7, 2026

ADMINISTRATION FOR
CHILDREN & FAMILIES








Administration for Native Americans

Native American Language Preservation and Maintenance—Esther Martinez Immersion (EMI)

Opportunity number: HHS-2026-ACF-ANA-NB-0116



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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 Friday, August 7, 2026.



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.



Step 1: Review the Opportunity

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Basic information

Administration for Children and Families (ACF)

Administration for Native Americans

Funding language nests and survival schools to preserve the vitality of Native American languages.

Summary

The Esther Martinez Immersion (EMI) program provides funding for community-based projects that ensure the continuing vitality of Native languages through immersion-based instruction.

EMI projects must meet the requirements for either a Native American language nest or a Native American language survival school, both of which are immersive, site-based educational programs for children. Your program must provide 500 hours of language immersion instruction to school-age children each year of the project.

To receive funding under this opportunity, you must submit an official document that certifies your organization has at least three years of experience operating and administering a Native American language survival school, a Native American language nest, or an educational program in which instruction is through Native American language immersion.

If funded, you must provide 500 hours of language immersion instruction to school-age children each year of the project.

If you do not meet the certification requirements or the minimum hours of immersion instruction, consider applying under ANA's Preservation and Maintenance funding opportunity (HHS-2026-ACF-ANA-NL-0117).



Have questions?
See [Contacts and Support](#).

Key facts

Opportunity name: Native American Language Preservation and Maintenance—Esther Martinez Immersion (EMI)

Opportunity number: HHS-2026-ACF-ANA-NB-0116

Federal assistance listing: 93.587

NOFO version: Original

Key dates

Application submission deadline: Friday, August 7, 2026

Expected project start date: September 30, 2026

Funding details

Type: Grant

Expected total program funding: \$4,500,000

Total expected awards: 6

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

Maximum award amount (award ceiling): \$900,000

This is full funding. We plan to fund up to a 5-year project period.

Project periods can be 36 months, 48 months, or 60 months.

For projects that are 36 months, the project period and budget period are the same.

ANA will award all federal funds at the start of the award.

For project periods of 48 or 60 months, ANA will award the first 36-month budget period at the start of the award. The remaining periods of performance will be awarded as follows:

- 48-month projects have a \$300,000 ceiling for the remaining period of performance.
- 60-month projects have a \$600,000 ceiling for the remaining period of performance.

The maximum amount of federal funding you can spend each year is \$300,000, but you are not required to spend the same amount each year. For example, you could spend \$300,000 in year 1, \$250,000 in year 2, and \$150,000 in year 3.

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

Eligibility

Eligible applicants

These types of organizations may apply based on [42 U.S.C. 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 U.S.C. 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.

Other eligibility criteria

Individuals (including sole proprietorships), federal entities, and foreign entities are not eligible to apply.

Faith-based and community organizations that meet the eligibility requirements are eligible for 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.

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

See the [additional eligibility documentation](#) in the attachments section for information on how to submit this assurance.

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.

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

See [initial review](#) for other disqualification factors.

Disqualifying 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 an active ANA award with the same assistance listing number as this NOFO that will continue past this date of awards made under this NOFO
- Fails to meet or document the assurance of community representation on the board of directors.

Application limits

If you submit the same application more than once under this notice of funding opportunity (NOFO), 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 U.S.C. 2991b-3\(e\)\(1\)](#).

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

Method 1: Start with the federal share.

Calculation: Divide the federal share by 4.

For example: $\$100,000 / 4 = \$25,000$.

Method 2: Start with the total project cost.

Calculation: Multiply the total project cost by 20%.

For example: $\$125,000 \times 20\% = \$25,000$.

Types of cost sharing

You can meet your match requirement through any combination of:

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

Please view [ANA's applicant resource](#) page for additional ways to meet your cost-sharing requirements.

Cost-sharing commitments

If awarded, you must provide the amount of cost-sharing funds you promised, even if you promised more than the required minimum. We put these commitments in the Notice of Award.

If you don't provide your promised amount, we may decrease the amount of funding we give you or use other enforcement actions.

You'll have to include your cost-sharing funds when you fill out your [federal financial reports](#).

Cost-sharing waiver

Applicants may request a waiver of the requirement for a 20% cost-sharing match if they meet the criteria. Submit the waiver request with your application as an attachment. See cost-sharing waiver request.

We will consider a waiver only if you meet the requirements in [45 CFR §1336.50\(b\)\(3\)](#). A waiver is not guaranteed.

If requested, we can [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.”](#)

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

Post-award requirements

Before you apply, make sure you understand the requirements that come with an award.

See [Step 6: Learn What Happens After Award](#) for information on regulations that apply, reporting, and more.

Statutory authority

This program is authorized under [42 U.S.C. 2991b-3\(a\) and \(b\)\(7\)](#) (Sections 803C(a) and [\(b\)\(7\)](#) of the Native American Programs Act of 1974, as amended).

Agency Priorities

Required alignment with ACF vision, mission, values, priorities, and guiding principles

The recipient of this award must implement any funds awarded under this NOFO to effectuate program goals or agency priorities in accordance with [ACF's Vision, Mission, Values, Priorities, & Guiding Principles](#) when authorized. Funded activities must advance ACF's vision of resilient, safe, healthy, and economically secure children, youth, families, and communities, and support ACF's mission to foster health and well-being through effective, accountable, and compassionate human services when awarded in any programs that authorize these priorities.

Consistent with ACF's values, in carrying out any project that is funded under this NOFO, the recipient is required to adhere to the following principle:

1. **Program integrity and fiscal stewardship:** Administer funds in accordance with all applicable federal statutes, regulations, and award conditions; maintain strong internal controls; and prevent waste, fraud, and abuse.

The recipient is also required to adhere to the following principles when consistent with the authority and scope of the award and its activities:

2. **Evidence-based and outcome-focused practices:** Design and deliver services using evidence-based or evidence-informed approaches, establish measurable performance goals, and use data to monitor outcomes and drive continuous improvement.
3. **Partnership and local leadership:** Coordinate with state, tribal, territorial, local, and community partners, as appropriate, and tailor services to meet community-identified needs while respecting local decision-making authority.

In addition, in keeping with ACF's priorities, the recipient must administer any project that is awarded under this NOFO in accordance with the following objectives when consistent with the scope of the award and its activities in programs that are authorized to advance them:

4. **Family stability and child well-being:** Strengthen families, promote safe and stable home environments, and improve outcomes for children and youth through prevention-focused and developmentally appropriate services.

5. **Work, self-sufficiency, and economic mobility:** Support pathways to employment, job retention, and economic independence for individuals and families, including through workforce development, education, and supportive services.
6. **High-quality early care and learning:** Where applicable, invest in high-quality early childhood programs that support school readiness, healthy development, and long-term success.

The recipient must demonstrate ongoing compliance with these values and priorities, in all programs that are authorized to advance them, through program design, implementation, reporting, and evaluation. Failure to meaningfully align funded activities with the applicable requirements may result in corrective action, additional reporting requirements, or other enforcement actions consistent with federal grant regulations found at [2 CFR Part 200](#) and the terms and conditions of this award.

Program description

Purpose

The purpose of the EMI program is to help Native Americans ensure the survival and vitality of Native American languages through immersion language instruction.

Project requirements

EMI projects must meet the requirements for either a Native American language nest or a Native American language survival school, as defined by the Esther Martinez Native American Languages Preservation Act (42 U.S.C. 2991b-3(b)(7)). These requirements are as follows.

- **Language nests** are site-based educational programs that must do all of the following:
 - Provide instruction and child care in a Native American language for at least five children under the age of seven, for an average of at least 500 hours per year per child.
 - Provide classes in the same languages for parents or legal guardians of children enrolled in the language nest.
 - Ensure that a Native American language is the dominant medium of instruction in the Native American language nest.
- **Language survival schools** are site-based educational programs for school-age students that must do all of the following:
 - Provide an average of at least 500 hours of instruction in one or more Native American languages for at least 10 students.
 - Be the principal place of instruction for its students.
 - Develop instructional courses and materials.
 - Provide teacher training.
 - Work toward a goal of all students achieving fluency in a Native American language.
 - Promote academic proficiency in mathematics, reading, and sciences.
 - Be located in an area that has a high number or percentage of Native American students.

You must submit certification of your experience operating a language nest or language survival school in your [attachments](#).

For the purpose of this NOFO, ANA defines school-age students as students in kindergarten through 12th grade.

- We encourage survival schools to also provide Native American language classes or training for parents or legal guardians of enrolled students.
- EMI projects often replicate and modify successful language preservation projects so that other tribes and organizations can carry out those same projects.
- EMI projects that focus on promoting use of a Native American language in community members' daily lives may also include efforts to preserve that language for the benefit of future generations.

ANA prefers funding projects that are community-driven, reflecting a strong relationship between planned activities and intended results, demonstrate a realistic action plan for sustainability, and promote social and economic self-sufficiency in emerging, unserved, or underserved native communities.

ANA provides project-specific funding for a single current community condition. It does not fund on-going program funding.

The EMI NOFO addresses the following [ACF priorities](#):

- **Ensuring Value Alignment in Funding** – ANA recipients will ensure they are good stewards of all grants related funds (federal and nonfederal) to ensure efficient use of taxpayer dollars.

Some EMI funded projects may also address the following ACF Priorities:

- **Promoting Quality Early Learning Environments and Improved Child Outcomes** – Some ANA recipients may prioritize partnerships and investments in high-quality early learning programs to help foster the cognitive and physical development of school-age students as students in kindergarten through 12th grade.

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](#).

EMI projects can be up to five years long. All EMI awards have a start date of September 30, 2026.

Federal evaluation

Under [section 811 of NAPA](#), ANA must evaluate funded projects, including by describing and measuring their success, their effectiveness in achieving stated goals, and their structure and mechanisms for service delivery. You must agree to participate fully in the federal evaluation.

We will complete this evaluation in a manner that is respectful of cultural protocols and community-based evaluation, using participant observations and interviews.

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 2/29/28). We will conduct a site visit at the end of the project period to observe your project outcomes and community benefits.

Federal project evaluations are completed when evaluators use a structured information collection tool approved under OMB control number 0970-0379 (current expiration date 2/29/28) 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.

Attendance at events

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

At least two project staff must attend an annual ANA recipient meeting each year of your ANA award. You must budget for all related expenses. See more information in the [budget narrative section of this NOFO](#).

An example of a budget for training and meetings can be found on [ANA's Applicant Resource](#) page.

Funding policies and limitations

Changes in HHS regulations

As of October 1, 2025, HHS has adopted [2 CFR 200](#), with some exceptions included in [2 CFR 300](#). These regulations replace those in 45 CFR 75.

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.
- Support beyond the first budget period will depend on:
 - Appropriation of funds.
 - Satisfactory progress in meeting your project’s objectives.
 - A decision that continued funding is in the government’s best interest.
- If we receive more funding for this program, we will consider:
 - Funding more applicants.
 - Extending the period of performance.
 - Awarding supplemental funding.
- To the extent permitted by law, including any relevant court orders, you may not use funds from this NOFO for any diversity, equity, inclusion, and accessibility (DEI and DEIA) activities. This includes:
 - DEI- or DEIA-related research.
 - Activities that discriminate or show preference based on race, color, religion, sex, national origin, or other protected traits.
 - Any efforts that promote a “discriminatory equity ideology” as defined in [Executive Order 14190](#), Section 2(b).
- To the extent permitted by law, including any relevant court rulings, ACF will also not allow funds awarded under this NOFO to support any services or activities that inculcate or promote gender ideology.

For guidance on other types of costs that we restrict or do not allow, see General Provisions for Selected Items of Costs of the Uniform Guidance, [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, based on [45 CFR 1336.33\(b\)](#), you cannot conduct the following projects or activities with funding from this NOFO:

- Third-party training and technical assistance to other tribes or Native American organizations or to people who are not members of the recipient organization.
- Feasibility studies, business plans, marketing plans, or written materials such as manuals that are not an essential part of your 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 member specifying their role and support.
- Projects from consortia that duplicate activities for which members already receive funding from ANA.

Indirect costs

Indirect costs are those shared across multiple projects and not easily separated.

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

Method 1 – Approved rate. If you currently have an indirect cost rate approved by your cognizant federal agency, you may use that rate.

Method 2 – *De minimis* rate. If you do not have a current negotiated indirect cost rate, you may elect to charge a *de minimis* rate (see [2 CFR 200.414\(f\)](#)). This rate is 15% of modified total direct costs (MTDC). See the definition of MTDC ([2 CFR 200.1](#)). You can use this rate indefinitely.

You may not charge costs included in your indirect cost pool as direct costs.

Subawards

As the prime recipient, you must maintain a substantive role in the project. This means that you conduct funded activities and provide services necessary and integral to completing the project.

Monitoring your subrecipient's activities alone as described in [2 CFR 200.332](#) is not a substantive role.

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

All subrecipients must have 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 [the Office of Personnel Management information 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 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

If you earn any money from your award-supported project activities (known as program income), you must use it for the purposes and under the conditions of the award. Find more about program income at [2 CFR 200.307](#).

Use of E-Verify

All funded grantees and subgrantees are encouraged to use the national [E-Verify system](#) operated by the U.S. Department of Homeland Security, in partnership with the Social Security Administration, to ensure their employees are American citizens or are eligible to work in the United States.



Step 2:

Get Ready to Apply

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Find the application package

The application package has all the forms you need to apply. You can find it at this NOFO's Grants.gov opportunity page. Then select the Package tab.

We recommend that you select the **Subscribe button** from the View Grant Opportunity page for this NOFO to get updates.

If you can't use Grants.gov to download application materials or have other technical difficulties, including issues with application submission, [contact Grants.gov](#) for assistance.

Get registered

SAM.gov

You must have an active account with SAM.gov to apply. 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.
- You must agree to the [financial assistance general certifications and representations \[PDF\]](#) specifically. Those for contracts are different.

When you register, you will also receive your required Unique Entity Identifier (UEI).

Once you register:

- You will have to maintain your registration throughout the life of any award.
- If your organization has multiple UEIs, use the one associated with your physical location.

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](#).

Learn more

Visit [Applying for an ACF Grant Award](#) on the ACF Grants page.



Step 3:

Build Your Application

In this step

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Application checklist

Make sure that you have everything you need to apply. You will find the forms in Grants.gov.

Narratives

Use the Project Narrative Attachment form.

| Component | Included in page limit? |
|--|-------------------------|
| <input type="checkbox"/> Table of contents | Yes |
| <input type="checkbox"/> Project summary | Yes |
| <input type="checkbox"/> Project narrative | Yes |
| <input type="checkbox"/> Line-item budget and budget narrative | Yes |

Attachments

Insert each in a single Other Attachments form.

| Component | Included in page limit? |
|--|-------------------------|
| <input type="checkbox"/> ACF Priorities Alignment Attestation | No |
| <input type="checkbox"/> Indirect cost agreement | Yes |
| <input type="checkbox"/> Legal proof of nonprofit status | Yes |
| <input type="checkbox"/> Additional eligibility documentation – Assurance of Community Representation on Board of Directors, if applicable | Yes |
| <input type="checkbox"/> Organizational capacity supporting information (including organization chart) | Yes |
| <input type="checkbox"/> Third-party agreements | Yes |
| <input type="checkbox"/> Maintenance of effort certification | No |
| <input type="checkbox"/> Governing body documentation | Yes |
| <input type="checkbox"/> Community-based strategy documentation (optional) | Yes |
| <input type="checkbox"/> Language nest or language survival school certification | Yes |
| <input type="checkbox"/> Cost-sharing waiver request (optional) | Yes |

Standard forms

Use each required form in Grants.gov.

| Component | Included in page limit? |
|---|-------------------------|
| <input type="checkbox"/> Project Summary | No |
| <input type="checkbox"/> Application for Federal Assistance (SF-424) | No |
| <input type="checkbox"/> Budget Information for Non-Construction Programs (SF-424A) | No |
| <input type="checkbox"/> Assurances for Non-Construction Programs (SF-424B) | No |
| <input type="checkbox"/> Key Contacts | No |
| <input type="checkbox"/> Grants.gov Lobbying Form | No |
| <input type="checkbox"/> Disclosure of Lobbying Activities (SF-LLL) | No |
| <input type="checkbox"/> Project/Performance Site Location(s) (SF-P/PSL) | No |
| <input type="checkbox"/> Objective Work Plan | No |

Application contents and format

You will submit all application components, including attachments and the [standard forms](#) in the application package.

Your organization's authorized official must certify your application.

See [intergovernmental review](#) to find out if you need to make any other submissions.

Required format

Page limit: 150 pages.

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

Table of contents

At the beginning of your application, insert a table of contents that guides a reader through the contents of your application. If possible, include links to the relevant content.

Project summary

Provide a one-page summary to describe your project. 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 specific geographic areas, include their locations as well.

Past ANA project performance

If you are proposing a project that is similar, in whole or in part, to activities we previously funded, 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 present only a single condition, in a concise statement. Follow the statement with supporting data to illustrate the current status of the condition within the community being served.

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.”

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

- The current number of fluent speakers.
- The current number of emerging speakers and their fluency levels.
- The current language-learning resources available within the community.
- A description of the existing language programs.
- The number of current and emerging language speakers who participate in language preservation.

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 you will recruit participants. Include any outreach activities related to recruitment, if applicable.
- Identify outreach activities you will use to maintain community awareness, involvement, or participation in the project. Examples of outreach activities include community meetings, news media, social media, events, and publications.

Project goal

A project goal is a general statement of what you want to accomplish through your project. In a single sentence, state a project goal that will be achieved by the end of the project and describe how the project goal will lead to the improvement of the current community condition.

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 immersion instruction and expand to include grades four through eight."

Objectives

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

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 be difficult to measure them. Instead, write objectives that document action, such as: "By the end of 36 months, at least 10 immersion language nest students (ages 18 months to 5 years old) will have increased in language fluency by four levels to a beginner-high level."

Each objective must include:

- A timeline of when you will reach the objective—for example, “by the end of 36 months.”
- A description of how the participant/community will change through participation in the project—for example, “Participants will successfully complete language classes.”
- A measure of how much the participant/community will change by the end of the project—for example, “75% of program participants will have achieved beginner-high level proficiency.”

An example of how to write an objective can be found on [ANA’s applicant resource page](#).

Approach

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

Explain potential obstacles and challenges to accomplish your project goals. Explain the strategies you will use to address them.

Project implementation plan

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

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

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

Discuss all the steps you will take to carry out each objective and to achieve the expected outcomes. You will also submit your plan using the objective work plan (OWP) form. See [full information on the OWP in the project narrative](#).

In the approach, you will present this plan as a narrative that provides more information on the objectives, activities, and outputs than 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 you need a license or permit for any of the activities in your proposed project, describe how and when you will get it.

Describe how you will address the following challenges that could delay progress.

Potential challenges could include:

- Delays in hiring project staff.
- Staff turnover during the project.
- Low community involvement.
- Low recruitment or retention of participants.
- Loss of key partners or the nonfederal share of the funding.
- Any other issues that could prevent successful implementation.

Identify how you will sustain the positive changes achieved by the project after the end of the project. These can include resources, staff, or partners that you need to sustain these positive changes.

Community-based strategy

Community involvement in designing and carrying out the project is one of the key factors in the project's success.

- Describe your experience working on projects within the community.
- Describe the community's participation and engagement in with the applicant organization.
- Describe how you involved the community in identifying the need for the project and how you incorporated their feedback into the project design.
- Explain who or what members of the community, such as the tribal council or board, helped identify the need for the project.

You can also include optional supporting documentation. See the [community-based strategy documentation attachment](#).

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.

Outcomes are measurable changes that will result from achieving the implementation plan. Outcomes can include increases in capacity and changes in knowledge, awareness, attitudes, skills, or behaviors. They can be the same or different for each objective. They should describe the change that happens at the community level once an objective is reached.

- Identify an outcome for each objective. Each EMI objective must have a primary outcome that aligns to one of these categories:

- Increased language fluency.
- Increased community member use of language-learning resources.
- Increased ability to deliver immersion instruction by certifying language teachers.
- Increased capacity to implement a language program.
- Show clear connections between the outcomes, the current community condition, project goal, and objectives.
- Describe how the outcomes will benefit the community to be served.

An example outcome is: “Increased language fluency for immersion language nest students aged 18 months to 5 years.”

Objective work plan (OWP)

You must submit an objective work plan (OWP). You will submit the OWP as part of your [standard forms](#) rather than in the project narrative.

The OWP should be a work plan for each objective and each year. It should have no more than **three objectives**, as stated in the project narrative.

It arranges major steps based on the implementation plan and includes:

- **Key activities:** How you will carry out the project.
 - Include all activities you need to successfully achieve each objective. Each objective can have up to 25 activities per year. The project year for this NOFO begins September 30 and ends September 29 for each year of the project.
- **Time frames:** When you will accomplish these activities.
 - Provide details about which activities will occur in each year, for any objectives that span more than one year.
- **Responsible staff:** Who will carry out each activity.
- **Outcomes:** The most significant changes the objective will produce. Include the primary outcome for each objective. Make sure this aligns with what you wrote in your project narrative.
- **Outputs:** 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.

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

Organizational capacity narrative

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

Data management plan

Describe how you will collect information to improve the project over time. This plan must include:

- 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 you will use to measure each objective. Examples of tools include Excel spreadsheets, logic models, surveys, assessments, participant observations or interviews, and outcome trackers.
- How you will develop any necessary data collection tools.
- A timeline for how you will review and use the data you collect to adjust the project.

Staffing plan

Provide your staffing plan in a narrative format in the project narrative or by attaching project-specific job descriptions in the [organizational capacity supporting information attachment](#).

- Identify all staff (filled and unfilled positions) supporting the project and explain each person's role and responsibilities. If known, please include the names of staff members who will fill key roles.
- Explain how you will recruit and hire staff positions that need to be filled.
- Identify the principal investigator/project director (PI/PD) and authorized organizational representative (AOR) for the project. They cannot be the same person. Explain how you will separate these duties.
- PI/PD responsibilities include monitoring progress and maintaining oversight of program reporting, staff, and partners.
- Identify the AOR who will have official signing responsibility. If you do not know who the permanent PI/PD or AOR will be, identify who will take on the role until the position is filled and provide a timeline for filling the role with permanent personnel.

Partnerships and consultants

- Identify each partner, consultant, or subrecipient and explain how they will support project activities. Include scopes of work, memoranda of understanding (MOUs), or letters of commitment.
- If you will not include these entities, state: "Our project will not include the support of partners, consultants, or subrecipients."
- Describe how you will identify and recruit partners and consultants.

- Describe how you will finalize partnership agreements, if they are not already completed. Describe contingency plans for partnerships or consultant agreements if they fall through.
- Identify how you will communicate with partners or consultants. Explain how you will manage and maintain agreements.

Note: You will provide some supporting information in the [organizational capacity supporting information section of your attachments](#).

Plan for oversight of federal award funds and activities

You must ensure proper award oversight. The regulation that governs this oversight is [2 CFR part 200](#). It includes standards for:

- Financial and program management.
- Property management.
- Procurement.
- Performance and financial monitoring and reporting.
- Subrecipient monitoring and management.
- Record retention and access.
- Remedies for noncompliance.
- Prior written approval.

Describe your framework to make sure that your federal funds and activities have proper oversight. Include:

- A description of the governance, policies and procedures, and systems you use for record-keeping and financial management.
- A description of the procedures you use to identify and mitigate risks and issues. These might include audit findings, continuous performance assessment findings, and monitoring.
- The key staff who will be responsible for maintaining oversight of program staff, financial management, and any partners or subrecipients.

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 make sure that you properly handle confidential and sensitive information, including information from any subrecipients or contractors.

- A plan for the disposition of such information at the end of the period of performance.

For more information, see [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 details, 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.

You can find an example of a budget for post-award training and annual grantee meetings on [ANA's applicant resources page](#).

Your budget should reflect expenditures in 12-month increments.

It 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 (costs that will be covered by the federal award).
- The 20% match (cost share you will provide in cash or in kind).
- 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. It also provides a brief statement of the need for or benefit of each line-item expenditure in accomplishing the project.

The line-item budget and budget justification should also include full-time equivalent (FTE) or percentage of time for staff listed under Personnel. The personnel wage rate per hour multiplied by the number of hours must equal the annual salary listed for personnel.

Also provide vendor quotes for equipment over \$10,000, if applicable.

Cost-sharing waiver request

If requested, we can 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](#).

Budget for attendance at events

Your budget must include travel costs for two people to attend the 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.

Your budget must also include all expenses for attending the annual ANA grantee meeting during each year of the project.

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

Proprietary or personally identifiable information

Clearly identify any salary or other proprietary information or personally identifiable information within your application. Identification will ensure this information is not shared with reviewers. Note on page 1 of the attachments file where the information to be redacted is located.

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

To submit all attachments, you will use the Other Attachments form found in the Grants.gov application package for this NOFO.

ACF priorities alignment attestation

Note:

ACF priorities alignment attestation is not included in the page limit. This should be submitted with the application or before award.

You must self-certify that you will align with the ACF priorities that are relevant to this funding opportunity, as identified in both the Program description and Step 4, under Merit review process, Scoring criteria, alignment with ACF Vision, Mission, Values, Priorities, and Guiding Principles, elements 2 and 3. You must provide the following on your organization's letterhead.

I hereby attest and certify that:

_____ (Applicant Name) affirms its commitment to supporting and advancing ACF's published Vision, Mission, Values, Priorities, and Guiding Principles of ACF, consistent with applicable federal statutes, regulations, and Administration priorities.

Insert Date of Signature:

Print Name and Title of Authorized Organization Representative (AOR):

Signature of AOR:

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 documents 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 a 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 curricular vitae for all key personnel.
- Job descriptions for each vacant key position.
- List of your board of directors.
- Copy or description of your organization's fiscal control and accountability procedures.
- Copy or description of your organization's personnel policies.

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.
- Detail work schedules and estimated compensation with an understanding that the parties will negotiate a final agreement after award.

- Identify the primary applicant and all collaborators responsible for project activities if the agreement is for a collaboration or consortia application.

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](#).

Governing body documentation

Include documentation demonstrating that the governing body of your 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.

An official of the governing body must sign and date the documentation. 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.

Acceptable documentation includes:

- Written formal board resolutions.
- Meeting minutes from the governing body.
- Letters from the authorizing official showing approval of the project.

Community-based strategy documentation (optional)

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 language nest or language survival school certification.

You must submit an official document signed by the authorized representative certifying that your organization has at least three years of experience operating and administering a Native American language nest, Native American language survival school, or educational program in which instruction is through Native American language immersion. ANA will not fund applicants that do not provide the certification, as required by law.

You may partner with other eligible entities that do not meet the certification requirement.

Standard forms

You will need to complete some other required standard forms other than those in files one and two. You can find them in the NOFO [application package](#) or review them and their instructions at [Grants.gov Forms](#).

| Forms | Submission requirement |
|--|---|
| Project Abstract Summary | With the application. |
| 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 | With the application. |

Important: Public information

When filling out your SF-424 form, pay attention to Box 15: Descriptive Title of Applicant's Project.

We share what you put there with [USAspending](#). This is where the public goes to learn how the federal government spends taxpayer money.

Instead of just a title, insert a short description of your project and what it will do.

[See instructions and examples \[PDF\]](#).



Step 4:

Learn About Review and Award

In this step

| | |
|--------------------|-----------|
| Application review | <u>43</u> |
| Appeals | <u>52</u> |
| Award notices | <u>53</u> |

Application review

Initial review

We will review your application to make sure that it meets the responsiveness requirements listed in the [disqualification factors section](#). If your application does not meet these criteria, we will disqualify it and we will not move it to the merit review (scoring) phase.

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.

If you submit more than two files in addition to your forms, we will remove the extra files. We will let you know if this happens.

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

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

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 process

A panel reviews all applications that pass the initial review. The panel members use the criteria shown in each section of the project narrative and in the line-item budget and budget narrative section.

Our reviewers typically are not federal employees. See the section on [proprietary and personally identifiable information](#).

Criteria summary

| Criterion | Total number of points = 110 |
|---------------------------------------|------------------------------|
| Purpose and need | 26 points |
| Approach | 50 points |
| Organizational capacity and oversight | 14 points |
| Budget | 10 points |
| ACF priority alignment | 10 points |

Scoring criteria

Purpose and need

Maximum points: 26

This section of the review criteria includes many elements of the project narrative section of the application. Reviewers will evaluate if the 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.

The reviewer will assess how well the application:

Native language nest or Native language survival school certification

(0 to 10 points)

1. Your application includes an official document signed by the authorized representative certifying that you have at least three years of experience operating and administering a Native American language nest, Native American language survival school, or any other educational program in which instruction is conducted in a Native American language in accordance with Public Law 109-394 (42 U.S.C. 2991b-3(c)(7)).

Current community condition (0 to 5 points)

2. Describes only one current community condition that provides baseline data to illustrate its status within the community to be served.

Population to be served (0 to 6 points)

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

Project goal (0 to 5 points)

4. Describes how reaching the project goal will improve the current community condition by the end of the project.

Approach

Maximum points: 50

These review criteria include many elements of the project narrative section of the application. Reviewers will evaluate whether the proposed strategy to complete the project is feasible, effective, community-based, and likely to achieve intended objectives and outcomes.

In reaching their conclusions, reviewers will consider the degree to which the following strategic elements are clear, logical, and detailed.

The reviewer will assess how well the application:

Objectives (0 to 6 points)

5. Identifies no more than three objectives that effectively describe a specific measurable achievement.
6. Identifies objectives that are relevant to the project goal within a given timeframe.

Project implementation plan (0 to 15 points)

7. Provides a detailed plan to achieve each objective.
8. Includes specific strategies to address obstacles that could impede the progress of the project.
9. Identifies tangible resources that will ensure that the project's positive outcomes are achieved.

Community-based strategy (0 to 12 points)

10. Clearly demonstrates a connection to the community to be served, including the ability to directly work with the project participants or beneficiaries.
11. Describes how the community was involved in identifying the need for the project and how their feedback was incorporated into the project design.

Expected outcomes (0 to 5 points)

12. Demonstrates clear connections between the objectives, the outcomes, the current community condition, and the project goal.
13. 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 12 points)

14. Includes a separate OWP for each objective. OWP must align with the project narrative and implementation plan for each objective and clearly describe how, when, and by whom activities will be completed.
15. 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 and oversight

Maximum points: 14

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

The reviewer will assess how well the application:

Data management plan (0 to 3 points)

16. Describes a strategy for using data to monitor and report progress toward project objectives.
17. Identifies staff responsible for data collection, tools, storage, and management.

Staffing plan (0 to 4 points)

18. Identifies all staff supporting the project, how they will support project activities, and who will manage them.
19. Explains the recruitment and hiring process for positions (including PI/PD, staff) that need to be filled.

Partnerships and consultants (0 to 2 points)

20. Identifies partners and consultants and explains their role in supporting project activities and how they will be supervised during the project.

Oversight plan (0 to 5 points)

21. 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.

22. Describes the separation of duties between the financial staff and the program staff.

Budget

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.

The reviewer will assess how well the application:

23. 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. Includes FTE or percentage of time for staff listed under Personnel.
24. 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. Includes FTE or percentage of time for staff listed under Personnel. Vendor quotes are provided for equipment over \$10,000.
25. Lists expenditures in the line-item budget and budget narrative that align with the implementation plan and OWP.

We do not consider voluntary cost sharing during merit review.

Alignment with ACF vision, mission, values, priorities, and guiding principles

Maximum points: 10

ACF's published Vision, Mission, Values, Priorities, and Guiding Principles inform programmatic and administrative expectations under this funding opportunity.

Applicants must demonstrate alignment by describing how the proposed project advances relevant ACF priorities through program design and evaluation. Applicants should clearly identify which ACF priorities are relevant and explain how those priorities are reflected in the proposed approach. Applicants are encouraged to provide examples of prior experiences that can show alignment efforts that have already been achieved. Examples should describe strategies used, measurable results (if available), and lessons learned.

Applicants are strongly encouraged to organize their response using the three criteria below.

Reviewers will assess the extent to which the application demonstrates clear, specific, and measurable connections between ACF priorities and the proposed project. Scores will reflect the strength, clarity, and specificity of those connections.

Scoring Considerations for the next three criteria:

- **High-scoring applications** will demonstrate clear understanding, intentional integration, and measurable alignment with ACF priorities across all three criteria.
- **Moderate-scoring applications** may reference ACF priorities but provide limited specificity, uneven integration, or minimal connection to measurable outcomes.
- **Low-scoring applications** will show minimal or unclear understanding of ACF priorities and lack meaningful connection to program design or performance.

26. Demonstrated review and understanding (Up to 2 points)

The extent to which the applicant demonstrates that it has reviewed ACF's Vision, Mission, Values, Priorities, and Guiding Principles and explains their relevance to the proposed project. Reviewers will look for:

- Identification of specific ACF priorities (not general or vague references).
- A clear explanation of how those priorities relate to the proposed project.

27. Operationalization in program design and implementation (Up to 3 points)

The degree to which the following one or more ACF priorities are translated into specific elements of the proposed project:

- Applicable to all projects: Ensuring Value Alignment in Funding
- Applicable to projects with relevant scope: Promoting Quality Early Learning Environments and Improved Child Outcomes

Reviewers will assess if the applicant:

- Connects identified ACF priorities to program design, service delivery, and implementation.
- Demonstrates how priorities influence partnerships, staffing, or key program decisions.
- Provides clear, actionable examples of how alignment will be carried out in practice.

28. Integration into Performance and Continuous Improvement (Up to 5 Points)

The extent to which the following one or more ACF priorities are reflected in measurable outcomes and ongoing program improvement:

- Applicable to all projects: Ensuring Value Alignment in Funding
- Applicable to projects with relevant scope: Promoting Quality Early Learning Environments and Improved Child Outcomes

Reviewers will assess the extent to which the application:

- Aligns performance measures and expected outcomes with identified priorities.
- Includes evaluation methods or performance indicators that reflect those priorities.
- Describes how data will be used for continuous quality improvement.

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 and Exclusions 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 [2 CFR 200.206](#).

Selection process

When making funding decisions, we consider:

- Merit review and scoring results, including the ten points for Alignment with *ACF Vision, Mission, Values, Priorities, and Guiding Principles* to the extent permitted by law. 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.
- The application's compliance with this NOFO's prohibition on using funds awarded under this NOFO to support [DEI and DEIA activities](#), to the extent permitted by law, including any relevant court orders.
- Funding Preference for Alignment with Agency Priorities. Before final funding decisions are made, division leadership will review awards for consistency with applicable laws and alignment with Agency Priorities.

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.

Limitation on the number of awards based on two consecutive funded projects

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](#).
- An incomplete 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

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

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Application submission and deadlines

Application

Deadline

Due on Friday, August 7, 2026.

- 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.

Grants.gov submission

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:

Sarah Viola

U.S. Department of Health and Human Services

Administration for Children and Families

HHS-2026-ACF-ANA-NB-0116

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.

Intergovernmental review

[Executive Order 12372, Intergovernmental Review of Federal Programs](#) does not apply to this NOFO. You do not need to take any action.



Step 6:

Learn What Happens After Award

In this step

Post-award requirements and administration [58](#)

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 [2 CFR 200](#), Uniform Administrative Requirements, Cost Principles, and Audit Requirements, effective October 1, 2025. These replace those in 45 CFR 75, with some exceptions in [2 CFR 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](#) and the [ACF Administrative and National Policy Requirements](#).
- [45 CFR Part 87 Appendix B, Equal Treatment for Faith-Based Organizations](#). This appendix explains the obligations of and protections for faith-based organizations applying for grants.
- 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 records 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 [2 CFR 200.112](#) 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, 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.

Response to nationally or tribally declared emergency

- ANA will exercise maximum flexibility as needed and appropriate for current awards. You may carry out requirements virtually and/or modify timelines modified in consultation with ANA.

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 [2 CFR 200.315](#) and [Appendix II to Part 200](#)). 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 related to this matter.

Reporting

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

- **Financial report form: SF-425 FFR**
 - Financial report frequency: Semiannually
- **Objective Project Report (OPR)** (OMB control number 0970-0452 (current expiration date September 30, 2026):
 - Financial report frequency: Semiannually
- **Tangible Personal Property Report: SF-428**
 - Report frequency: Annually

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 along with your 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](#).



Contacts and Support

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Agency contacts

Program

Carmelia A. Strickland

Administration for Native Americans

anacomments@acf.hhs.gov

(833) 262-4636

(202) 690-7441

Grants management

Sarah Viola

U.S. Department of Health and Human Services

Administration for Children and Families

330 C Street, SW

3rd Floor

Washington, DC 20201

Sarah.viola@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. This support includes pre-application workshops and a preliminary review of applications that are at least 75% completed.

We encourage you to contact your regional TTA Center or view the [ANA website](#) to learn about the TTA services.

Help with systems

Grants.gov

Grants.gov provides 24/7 support. Hold on to your ticket number.

- Phone: 1-800-518-4726
- Email: support@grants.gov

SAM.gov

If you need help, you can:

- Call 866-606-8220.
- 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](#)
- [Administration for Native Americans](#)
- 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 \[PDF\]](#).
- The [applicant resource](#) page provides examples and templates that may be useful to you.
- [Definitions \[PDF\]](#) provide program-specific terms and concepts in this NOFO.

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 April 30, 2029. 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 |
|--------------------------|--------------|
| | |