

Notice of Funding Opportunity:

# Early Childhood Innovative Literacy Program

**Application Due Date: Thursday May 30, 2024, 5:00 pm**

Submit via Smartsheet: [ECILP Application Submissions](#)

Issued By:

The Nevada Department of Education  
Office of Early Learning and Development

Funding Period: July 1, 2024–June 30, 2025

Funds Available: \$70 million

Source of Funding: State General Fund

**Questions related to this funding opportunity should be addressed to:**

Office of Early Learning and Development  
Patti Oya, Director  
[poya@doe.nv.gov](mailto:poya@doe.nv.gov)

Steven Romero, ECILP Grant Specialist  
[steven.romero@doe.nv.gov](mailto:steven.romero@doe.nv.gov)

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## Part I – Application Information and Guidelines

### Overview

The Early Childhood Innovative Literacy Program (ECILP) was established by the passage of Assembly Bill (AB) 400 during the 2023 Session of the Nevada Legislature. These funds are intended to support early childhood literacy and readiness programs for children less than six years of age. This can include the expansion of seats for the Nevada Ready! State Prekindergarten (NR!PK) program as well as innovative strategies to support children less than six years of age.

We are excited to announce this funding opportunity to support young children made possible by Governor Lombardo and the 2023 Legislature!

- Source of funding – State General Funds
- Amount of funding – \$70,000,000 per fiscal year
- Funding period: July 1, 2024- June 30, 2025
- Funds not committed for expenditure on or before June 30 of each fiscal year reverts to the State General Fund.
- In the narrative, applicants must include an implementation plan which is financially sound and proposes to use all funds awarded within Fiscal Year 25.
- Funds awarded through the competitive application process must supplement and not supplant existing state or federal funds.

Priority will be given to applicants who:

- Receive money from a private source;
- Receive money from a federal grant;
- Have demonstrated sustained success in improving the literacy and readiness for entering kindergarten of children less than 6 years of age; OR
- Provide services to geographical areas with a higher proportion of children entering kindergarten who have demonstrated a deficit across early learning domains during the immediately preceding two years.

### Funding Opportunities

There are three opportunities for applicants to apply for funding. Applicants may apply for one or both areas. Each area will be scored separately. Funds awarded through this competitive application cannot supplant existing state general funds.

**Opportunity Area #1:** funding to expand access to high-quality preschool. This opportunity is open to new and existing Nevada Ready! State Prekindergarten (NR!PK) sub-recipients. Please indicate the number of children you intend to serve in the narrative form. Seats are allocated at \$8,410 per seat.

**Opportunity Area #2:** funding to establish an innovative new program or to expand an existing early literacy program that supports children less than the age of six, their families, and early childhood professionals.

**Opportunity Area #3:** Funds can be used on infrastructure for additional space or modifications to

buildings that allow enhanced or increased service for students. This will allow sites to apply for funds to retrofit their center and/or utilize capital costs that will allow you to increase or more effectively serve pre-K students. Please be advised that the use of these funds will be thoroughly evaluated. New construction (e.g. portables, new centers) will not be an allowable cost under this project. The applicants may cite details from programs that serve children 6 and under program to meet scoring criteria. Applications must clearly show that funds for capital projects will be used for pre-k aged students and allow sites to serve additional students.

### Eligible Applicants

- School Districts
- Sponsors of Charter Schools
- Non-profit Organizations

### Participation and Evaluation

Each program supported by a grant awarded must:

- Serve children who are less than 6 years of age;
- Be evidence-based;
- Provide for appropriate individualized accommodations and supports for children with disabilities;
- Include a plan of reporting accountability for the performance of the program; and
- Include an implementation plan which is financially sound and proposes to use all funds awarded within FY25.

### Reporting Requirements

All subrecipients are required to submit requests for reimbursement and final financial reports, in alignment with the due dates in the subaward agreement.

### Monitoring and Evaluation Requirements

All subrecipients will be evaluated for financial risk and will undergo financial subrecipient monitoring on an annual basis.

### Technical Assistance and Support

If you have general questions about this competitive grant application process, please contact the following:

#### Technical Assistance

Name	Email
Information on the ECILP Grant	<a href="mailto:steven.romero@doe.nv.gov">steven.romero@doe.nv.gov</a>
Fiscal/Budget Technical Assistance	<a href="mailto:grantsinfo@doe.nv.gov">grantsinfo@doe.nv.gov</a>
Pre-Award Assessment Technical Assistance	<a href="mailto:sidcompliance@doe.nv.gov">sidcompliance@doe.nv.gov</a>

The Nevada Department of Education (NDE) is committed to supporting school districts, charter schools, and non-profit organizations that are interested in applying for funding by providing technical assistance; the link for the technical assistance webinar opportunity identified below will be posted with all other information on this NOFO on the Department's webpage for [Grant Information](#).

*Scheduled Technical Assistance Webinars at this time include:*

Technical Assistance	Date and Time
ECILP Application Information and Requirements	Friday, May 10, 2024 10:00 am - 11:00 am

**Review Process**

***Submission of Application***

Applications should be submitted via Smartsheet to the Office of Early Learning and Development: [ECILP Application Submissions](#). Applications must be received no later than 5:00 pm on Thursday, May 30, 2024.

Once funding determinations have been made, all final subaward documents and subaward budgets will be built in and submitted through NDE’s online grants management system, ePAGE. Budget revisions, Requests for Reimbursement (RFRs), and Final Financial Reports will similarly be submitted via the ePAGE platform.

***Review of Application***

NDE staff will review and score the applications in accordance with NDE policies for competitive funding opportunities. Applicants are encouraged to refer to the Scoring Rubric within this NOFO and to respond to all information that is requested within the application itself; applications that have missing or incomplete information will receive lower scores.

**Proposed Timeline**

The proposed timeline for the application period, review of applications, creation of the subaward agreement, and the funding period is available below:

<i>Date*</i>	<i>Activity</i>
May 6, 2024	FY25 Competitive Application made available
May 10, 2024	Technical Assistance webinar (10:00 am- 11:00 am)
May 30, 2024	Applications Due by 5:00 pm
June 14, 2024	Applications Reviewed and Scored
June 21, 2024	Awardees Notified of allocations
June 21, 2024	Development of Subaward Agreement begins
July 1, 2024	Funding Period Begins
June 30, 2025	Funding Period End Date
Aug. 30, 2025	Final Financial Report Due

\* Please note that dates are subject to change.

## Part II – Application Requirements

### Applicant Information

Applicant information for the applying entity will be required for identification and compliance purposes, including up-to-date contacts for the organization.

### Narrative

Applicants must use the *Early Childhood Innovative Literacy Program Narrative Form* (Attachment A). Your narrative should include how your program meets the following criteria:

- Serve children who are less than 6 years of age;
- Be evidence-based; and
- Provide for appropriate individualized accommodations and supports for children with disabilities.
- A plan of reporting accountability for the performance of the program; and
- An implementation plan which is financially sound and proposes to use all funds awarded within FY25.

### Budget

Applicants must use the *FY25 Budget Summary and Narrative* (Attachment B) template that has been provided with this NOFO. The *FY25 Budget Summary and Narrative* template should be completed in accordance with the guidelines provided in the *FY25 Budget Preparation Guidelines (v.2)* and *FY25 Chart of Accounts Supplemental Resource (v.2)* documents, which have been included as resources with this NOFO.

For each expenditure, you must provide, at minimum:

- The total number of units (or FTE, in the case of personnel) and the budgeted price per unit for each expenditure; the template is formatted to calculate the subtotals within each budget sheet (Instruction and Support Services), and the totals by Object Code will be auto-populated into the Summary tab.
- You must also include a narrative description in the applicable section for each line-item expenditure identified within the budget sheet.

Please be sure to reference the instructions provided in the *FY25 Budget Preparation Guidelines (v.2)* document regarding what is required to be included in the narrative description. The Chart of Accounts Supplemental Resource should be used to assist you in placing expenditures in the correct Object Code. All expenditures should be aligned to the implementation plan and should be reasonable, necessary, and allowable to support the implementation of the grant requirements and application.

### Pre-Award Assessment

The Pre-Award Assessment (PAA) is the first assessment conducted as part of the financial risk-based assessment. The PAA specifically determines whether a potential subrecipient or contractor is eligible to receive state or federal funds. The score is then used to determine financial subrecipient monitoring. For competitive applications, the PAA score is used as a weighted factor during the evaluation and review of a potential awardee, as required by state regulation. A Subrecipient PAA score is effective for one fiscal year (e.g., if an application is for FY23, the PAA is effective for FY23; a new score will be calculated for FY24).

The PAA is in alignment with federal requirements under 2 CFR 200, state requirements as outlined

within the State Administrative Manual and the Office of Federal Assistance Grant Policy Manual, and best practices as cited by the U.S. Department of Education. In addition, the PAA brings NDE into compliance with state and federal requirements to assess subrecipients prior to awarding funds.

The PAA is a scored criteria within the rubric for all competitive grant applications. The PAA Questionnaire (Attachment E) must be submitted along with all requested attachments for calculation of the PAA score.

### **Grant Assurances and Certifications**

Applicants are required to complete and submit Certifications (Attachment C) and General State Grant Assurances (Attachment D) with the application materials. Please review both documents thoroughly prior to signing, as they outline the provisions and requirements of this grant funding.

## **Part III – References**

### **Scoring Rubric**

A copy of the rubric that will be used by review team members to score each application is included in the appendices; please refer to the rubric as you complete your application, as it will assist you in ensuring that you have responded to all prompts and requirements thoroughly.

### **Pre-Award Assessment Rubric**

A copy of the PAA rubric is also included in the appendices, for your reference.

### **Budget References**

The following resources have been provided to assist you as you complete the *FY25 Budget Summary and Narrative* template that must be submitted with your application. Information on how to assign your proposed line-item expenditures to the correct Object Code as well as information regarding the narrative component that must be included for each expenditure is found throughout these references.

- Budget Preparation Guidelines & Chart of Accounts Supplemental Resource – FY25

### **Submission Checklist**

You may apply for Opportunity 1, Opportunity 2, and Opportunity 3 funding. You may also apply for multiple projects for Opportunity 2. But each must be submitted as a separate application.

- Narrative Form (Attachment A)
- Program Description
- Budget Summary and Narrative (Attachment B)
- Statement of Certification (Attachment C)
- General State Grant Assurances (Attachment D)
- Pre-Award Assessment Questionnaire (Attachment E) and required documentation

## Glossary

**Assurances:** The grant Assurances provide information regarding the obligations, requirements, and agreements associated with a grant subaward, and are included as a component of the contractual agreement between the Nevada Department of Education and the subrecipient entity. The grant Assurances will be specific to either state or federal funding and may include additional provisions based on the particular requirements of the grant funding.

**Competitive Funds:** Competitive funds are those that the Nevada Department of Education (NDE) has discretion to award based on merit of application, specifically through the use of open competitive applications which are scored by a review committee, using the rubric included in the Notice of Funding Opportunity, and allocated according to project proposal and fit.

**Compliance:** All references to Compliance (as a proper noun) specifically refer to the Office of Division Compliance, Student Investment Division; Division Compliance is responsible for the Pre-Award Assessment and financial monitoring activities associated with subaward agreements as conducted on behalf of the Nevada Department of Education. Division Compliance maintains a universal email address for all financial risk assessment and monitoring inquiries: [sidcompliance@doe.nv.gov](mailto:sidcompliance@doe.nv.gov).

**ePAGE:** ePAGE (Electronic Plans, Applications, Grants, and Expenditures) is the electronic platform used by the Nevada Department of Education for online grants management activities, including submission and approval of original subaward budgets, budget revisions, Requests for Reimbursement (RFR), and Final Financial Reports (FFRs).

**Grants Management Unit:** The Grants Management Unit (GMU), within the Office of District Support Services, Student Investment Division, is responsible for the financial management of all grant subawards within the Nevada Department of Education. The GMU maintains a universal email address for all grant related fiscal inquiries: [grantsinfo@doe.nv.gov](mailto:grantsinfo@doe.nv.gov).

**Notice of Funding Opportunity:** A Notice of Funding Opportunity (NOFO) is formally issued announcement regarding an upcoming opportunity to apply for pass-through funding from the Nevada Department of Education. The NOFO includes eligibility and evaluation criteria as well as information about the purposes and goals of the specific grant funding, the application process, including submission requirements and deadlines, opportunities for technical assistance, and expected timelines.

**Pre-Award Assessment:** The Pre-Award Assessment (PAA) is a financial-based risk assessment which must be completed for all subrecipients prior to entering into a subaward agreement. The results of the PAA are used for financial monitoring purposes, including identification of technical assistance and supports specific to each subrecipient.

**Program:** All references to Program (as a proper noun) specifically refer to programmatic offices within the Nevada Department of Education (NDE). Programmatic offices serve as the lead in all grant funded initiatives and are responsible for ensuring that the purposes and goals for which the grant funding was appropriated are met, including through the provision of technical assistance and support, training opportunities, and programmatic monitoring, as well as other similar strategies and activities.

**Subaward:** An award of financial assistance provided by a pass-through entity (in this case the Nevada Department of Education) to a subrecipient entity for the subrecipient to carry out the terms of the originating award and as agreed upon via state or federal assurances.



***Subrecipient:*** A non-federal entity that receives a subaward from a pass-through entity to carry out the terms of the originating award; the term does not include an individual that is a beneficiary of the program.

***UEI Number:*** The Unique Entity Identifier (UEI) number replaced the Data Universal Numbering System (DUNS) number effective April 2022 and is required for all subrecipient entities, pursuant to 2 CFR 200. The UEI is assigned via [SAM.gov](https://sam.gov).

***Vendor Number:*** A state of Nevada vendor number is assigned by the [State Controller's Office](#) when an organization submits a vendor registration form, which process is required for all payees of the state. Registration as a vendor is required prior to and enables payment by a state agency to an external organization, including subrecipient entities. Changes or updates to any information submitted through the vendor registration process, including changes to bank account information, must be provided to the Controller's Office in order to ensure receipt of payments.