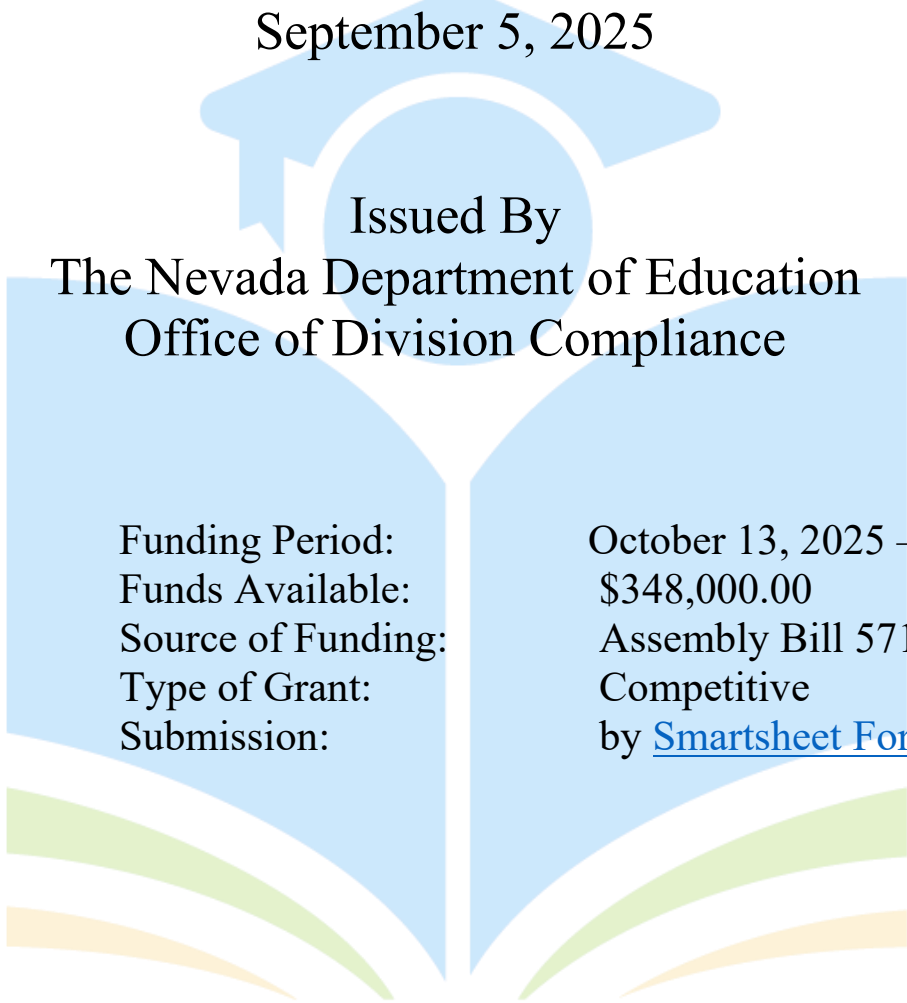


Notice of Funding Opportunity

Local Education Agency Financial and Operational Efficiency Grant

Application Due Date:
September 5, 2025



Issued By
The Nevada Department of Education
Office of Division Compliance

Funding Period:
Funds Available:
Source of Funding:
Type of Grant:
Submission:

October 13, 2025 – June 30, 2027
\$348,000.00
Assembly Bill 571 (2025)
Competitive
by [Smartsheet Form](#)

Questions related to this funding should be addressed to:

Amelia Thibault
Office of Division Compliance
acthibault@doe.nv.gov
775-687-2451



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PART I – APPLICATION REQUIREMENTS AND GUIDELINES

INTRODUCTION AND BACKGROUND

Overview of the Local Education Agency Financial and Operational Efficiency Grant

The Nevada Department of Education (Department) requested funding during the 83rd Legislative Session (2025) for the purposes of supporting local education agencies (LEAs) in developing financial and operational efficiencies responsive to discussions held in fiscal year 2022-2023 (FY23) and FY24 throughout the course of audit management, financial subrecipient monitoring, and discussions with district Chief Financial Officers. Assembly Bill (AB) 571 (2025), Sec. 11, granted the Department \$348,000 for these purposes over the course of the 25-27 biennium.

Eligible Applicants

All local education agencies, to include school districts, charter schools, and university schools for profoundly gifted pupils.

Goals and Priorities

This funding opportunity was designed to support financial and operational efficiencies, to include:

- The development of policies, procedures, desk manuals, and internal controls
- Remediation of audit findings
- Software and workflow solutions to support compliance, tracking, tasking, and/or approvals
- Processing backlogs and/or supporting interventions
- Professional development in financial management or project and/or systems management
- Other needs as identified

Funding Information

Funding may be used for any of the following purposes:

- Software and/or subscriptions
- Professional development training and associated travel
- Vendors or contractors
- Administrative costs

Funding requests are capped at \$116,000 per applicant. However, lesser amounts are encouraged, as this will support a greater number of awards. In the event that the total requested amounts are less than \$348,000, the Department will reopen the application, allowing new and existing awardees to request further funds. Applicants may submit multiple projects for consideration, submitted as separate applications; each application must be ranked by priority as a requirement of the application. Please note that grant funds are one-time funding, and a continuity plan will need to be developed to support ongoing costs in future years, as applicable.

Participation and Evaluation

Participation Requirements

Awardees will be required to submit quarterly reports regarding the status and progress of each identified project outcome and/or benchmark through a fillable Smartsheet form. This progress monitoring will satisfy all data and programmatic monitoring requirements.

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. All entities awarded funding must submit data as requested by the

Department for monitoring and reporting purposes. Entities that receive grant funding shall participate, as requested, in any State evaluation of the grant program and will cooperate with any audit or examination of records with respect to such funds.

Monitoring and Evaluation Requirements

All subrecipients will be evaluated for financial risk and will undergo financial subrecipient monitoring, conducted on an annual basis throughout the grant performance period and liquidation of the grant. Additionally, the subrecipient is subject to programmatic monitoring evaluation on an as needed basis during the grant performance period and liquidation of the grant.

Technical Assistance and Support

The Office of Division Compliance is committed to supporting all eligible entities applying for this grant opportunity through technical assistance and support. The link for the technical assistance webinar opportunity identified below will be posted with all other information contained in this notice of funding opportunity (NOFO) on the Department's webpage for [Grant Information](#).

For general questions about this competitive grant application process, please submit inquiries to all three contacts listed below for subsequent development of a frequently asked questions (FAQ) document, to be published no later than Wednesday, August 20.

Technical Assistance Contacts

Name	Email
Program	acthibault@doe.nv.gov
Budget/Electronic Grants Management Program	grantsinfo@doe.nv.gov
Pre-Award Assessment Technical Assistance	sidcompliance@doe.nv.gov

Scheduled Technical Assistance:

Technical Assistance	Date and Time
Teams Meeting	Wednesday, August 20 at 10 A.M.

Review Process

Upon receipt of grant applications, the Department will review each application to determine whether all materials were submitted as required; if the application lacks necessary documents, it will be removed from further consideration. Completed applications will be shared with the Review Committee for evaluation pursuant to Department Policy and Procedure 10.2, Funding Opportunities, available upon request.

The Review Committee will review and score the applications in accordance with the Scoring Rubric provided within this NOFO. Upon notice of award, applicants may request the scoring rubrics developed to determine allocation. The Department uses a combination of agency goals and priorities, scoring/allocation methodologies, and applicant prioritization to determine awards and allocations based on the rubric score of the application.

Scoring and/or Allocation Methodologies

The priority of the Department is to provide funding to applicants with the greatest expressed need, as identified by the needs assessment. To that end, applications focusing on remediation of an identified problem will be prioritized over proactive and/or improvement projects. All scored, qualified applicants requesting funding for remediation will be funded prior to moving to improvement project requests.

If multiple projects are submitted by the same applicant, efforts will be made to fund the top priority remediation project of as many scored, qualified applicants as possible, before reviewing secondary projects for allocation.

For example, if the following applications are received:

Applicant	Needs Ranking	Project Type / Priority / Score	Project Type / Priority / Score
X	2	Remediation / #1 (90)	Remediation / #2 (91)
Y	1	Remediation / #1 (98)	Improvement / #2 (89)
Z	2	Improvement / #1 (100)	Remediation / #2 (94)

They would be reviewed and funded in the following order: Needs Ranking – Project Type (Remediation) – Priority - Score:

- Applicant Y, Remediation #1 (**Needs Ranking #1, Remediation**, Priority #1, Score 98)
- Applicant Z, Remediation #2 (Needs Ranking #2, **Remediation**, Priority #2, **Score 94**)
- Applicant X, Remediation #1 (Needs Ranking #2, **Remediation**, Priority #1, **Score 90**)
- Applicant X, Remediation #2 (Needs Ranking #2, **Remediation**, Priority #2, Score 91)
- Applicant Y, Improvement #2 (**Needs Ranking #1**, Improvement, Priority #2, Score 89)
- Applicant Z, Improvement #1 (**Needs Ranking #2**, Improvement, Priority #2, Score 100)

Applicant Prioritization

Frequently, competitive applications offered by the Department, requests for funds have exceeded the amount of funding available in the grant opportunity. To support allocation determinations, the Department requests that each applicant numerically prioritize each application submitted in an attachment to the application narrative. If only one application is submitted, this ranking is not required.

Proposed Timeline

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

<i>Date</i>	<i>Activity</i>
<i>August 8, 2025</i>	Applications made available to applicants
<i>September 5, 2025</i>	Applications Due
<i>September 19, 2025</i>	Applications Reviewed by Department Review Committee
<i>September 24, 2025</i>	Awardees Notified of Award or Non-Award through Notice of Award Letters
<i>October 3, 2025</i>	Applicant budget revisions, based on the award, due to the Department in EGMP
<i>October 13, 2025</i>	Effective Funding Date / Beginning of Period of Performance
<i>November 21, 2025</i>	First RFR and/or Programmatic Report Due
<i>June 30, 2027</i>	All Funds Obligated or Expended, End of Funding Period
<i>July 30, 2027</i>	Final Financial Report Due

** Please note that dates are subject to change. The Department will post any changes on the website.*

Appeals Process

Any applicant who applies for the award but does not receive funding is entitled to appeal the decision. All review materials and scoring rubrics are public records and may be requested at any time after determinations have been made. An applicant, in prelude to or as part of their appeal process, may request the supporting documentation detailing their assessment scores and the assessment scores of the awarded applicants.

Applicants have 10 business days from the date they receive notification to submit an appeal request. Once an appeal has been requested, all allocations must be paused until the appeal has been resolved. Upon receipt, the grant lead, in collaboration with their office director, has 5 business days to provide a response to the appeal to include justification and information related to the review process. The applicant may accept or refute the response; if they refute the response, review of the appeal is elevated to the Superintendent of Public Instruction, who has 10 business days to provide a determination. Please review Policy and Procedure 6.8, Complaint and Appeal Procedures for more information.

Whistleblower Protections

Pursuant to state law and 2 CFR 200.217, applicants, subrecipients, and employees must be informed of Whistleblower rights and protections under both 41 U.S.C 4712 and NRS 281.611-671. An employee must not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body information that the employee reasonably believes is evidence of gross mismanagement of a contract or grant, a gross waste of funds, an abuse of authority relating to a contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a contract (including the competition for or negotiation of a contract) or grant. You may report fraud, waste, and abuse via [the Nevada Fraud Hotline](#).

OVERVIEW OF APPLICATION REQUIREMENTS

Applicant Information

Please see Appendix E, *Applicant Information*. Applicant Information for the applying entity is required for identification and compliance purposes, including up-to-date contacts for the organization.

Applicant Priorities

If multiple applications are submitted for a single applicant, the applicant is required to clearly label the numeric (#1, #2, #3...) prioritization of each application as an attachment to the application narrative. These may also be clearly labeled at the top of the Grant Questions for Applicant Response.

Grant Questions for Applicant Response

The answers to each of the questions in this competitive grant application must be completed by the applicant to be considered complete. There will be a 1-page limit for each of the narrative questions. Each question's responses must be single-spaced, in Times New Roman, size 12-point font. Supporting documentation may be submitted, to include charts, graphs, evidence supporting effectiveness, or other documents supporting the services, projects, or activities submitted for consideration, but are not required. Please ensure that all materials are submitted. Please review the rubric's content and quality standards by which the grant questions will be evaluated and use these to help guide the application.

Budget

Applicants must use the *FY26 Budget Summary and Narrative* (Appendix B) template that has been provided within this NOFO. The template should be completed in accordance with the guidelines provided in the *Budget Preparation Guidelines and Chart of Accounts Supplemental Resource (v.2)* which have been included as resources with this NOFO.

Please be sure to reference the instructions provided in the document regarding what is required to be included in the narrative description. The Chart of Accounts Supplemental Resource should be used to assist in placing expenditures in the correct Object/Function 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. For each expenditure, please provide, at minimum:

- The total number of units (or full time employment, 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/Function Code will be auto-populated into the Summary tab.
- The narrative description in the applicable section for each line-item expenditure identified within the budget sheet.

Pre-Award Assessment (PAA)

The Pre-Award Assessment (PAA) (Appendix C) is the first assessment conducted as part of the financial risk-based assessment cycle. 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 FY24, the PAA is effective for FY24; a new score will be calculated for FY25).

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 the Department into compliance with state and federal requirements to assess subrecipients prior to awarding funds.

The Subrecipient PAA is completed once for each subrecipient across all awards, with only three questions asked specific to each grant. **If the applicant has previously completed the EGMP FY26 Financial Subrecipient Monitoring Application Supplement for the Pre-Award Assessment, the applicant needs only submit the attached grant-specific questionnaire as part of their application materials.** If the applicant has not previously completed this documentation, they must submit a complete Pre-Award Assessment packet and submit copies of all associated policies and ledgers.

Certification

Please see Appendix E, *Certification Form*; this form is required to complete the application.

Assurances

Please see Appendix F for the relevant assurances for this award. Please note that assurances, once signed, are a binding legal contract setting the terms and conditions of this grant award. A signed copy of the applicable assurances must be submitted for consideration. Please read the assurances and their requirements thoroughly prior to submission, as these include schedules for report submission and important allowability clauses.

PART II – APPLICATION

The application will be reviewed to ensure: (1) the application is submitted by the deadline; (2) the application includes all required elements; (3) all required information is included. All submissions will be scored by a review committee pursuant to Department Policy and Procedure 10.2, Funding Opportunities, and in alignment with the rubric designed for this application. Please note that once the application has been submitted, no changes may be made to the scope of work submitted and approved during the development of the subaward agreement or subsequent revisions. The project plan as proposed in your application and submitted for consideration is binding upon approval.

All requested forms must be submitted for consideration, to include:

1. Grant Questions for Applicant Response; see Appendix A, Rubrics for further support
2. FY26 Budget Summary and Narrative; see Appendix B for the Template, and Appendix H for Supporting Resources
3. Pre-Award Assessment; see Appendix C for the Form, and Appendix G for the Rubric.
4. Applicant Information; see Appendix D for the Form
5. Certification; see Appendix E for the Form
6. Assurances, signed; see Appendix F for the Agreement

Grant Questions for Applicant Response

Question 1 – Needs Assessment (45 points)

Describe the current operational and/or financial administration barriers facing your organization. Please include details, as applicable, regarding the status of documented procedures, staffing ratios and/or experience, processing backlogs, audit findings, compliance findings, antiquated processes or software, and/or other contextual information.

Question 2 – Problem of Practice (10 points)

What is the specific problem from your needs assessment that you seek to resolve with this funding? Is it a matter of remediation or improvement? Please identify the type clearly at the beginning of this response.

Question 3 – Scope of Work (30 points)

Please describe the project / intervention that you propose to implement to resolve the problem of practice. What are the benchmarks, timelines, and anticipated outcomes of this project?

Question 4 – Efficiencies (20 points)

How will your proposed scope of work support operational and/or financial efficiencies within your organization in the long term?

PART III – APPENDICES

Appendix A: Scoring Rubrics

The following rubric identifies the quality standards by which the Review Committee shall review each grant question for applicant response. All responses will be reviewed and scored by multiple reviewers, who will assign a score of 0-5 for each question. Please ensure that as grant question responses are developed, this scoring rubric is reviewed for alignment and quality purposes.

Question	37-45 Points	28-36 Points	19-27 Points	10-18 Points	1-9 Points	Absent – 0 Points
Needs Assessment (45 points) <i>Describe the current operational and/or financial administration barriers facing your organization. Please include details, as applicable, regarding the status of documented procedures, staffing ratios and/or experience, processing backlogs, audit findings, compliance findings, antiquated processes or software, and/or other contextual information.</i>	A response that thoroughly and clearly answers each portion of the prompt, including enough detail to strongly demonstrate the needs of the organization. Identifies 5+ factors contributing against organizational, operational, or financial administrative efficiency, with significant impacts to the agency. These factors may include more than one material weakness or major compliance issue, in addition to significant deficiencies, noncompliance, control deficiencies, and other contributing factors.	A response that answers each portion of the prompt, with enough detail on the needs of the organization. Identifies 5+ factors contributing against organizational, operational, or financial administrative efficiency, with significant impacts to the agency. These factors may be a mixture of significant deficiencies, noncompliance, and control deficiencies, and up to one material weakness or major compliance issue with other contributing factors.	A response that answers most portions of the prompt and/or needs of the organization. Identifies 3-5 factors contributing against organizational, operational, or financial administrative efficiency. These factors may be a mixture of significant deficiencies, noncompliance, and control deficiencies with other contributing factors.	A response that answers some of the prompt and/or needs of the organization. May identify 2-3 factors contributing against organizational, operational, or financial administrative efficiency. These factors may be considered control deficiencies, technical noncompliance, or a single significant deficiency.	A response that does not adequately address the prompt and/or needs of the organization. May identify only 1-2 factors contributing against organizational, operational, or financial administrative efficiency. Those factors may be considered control deficiencies or technical noncompliance.	No answer is provided, the answer does not address the prompt in any way, or the response fails to comply with programmatic requirements for the grant.

Question	9-10 Points	7-8 Points	5-6 Points	3-4 Points	1-2 Points	Absent – 0 Points
Problem of Practice (10 points) <i>What is the specific problem from your needs assessment that you seek to resolve with this funding? Is it a matter of remediation or improvement? Please identify the type clearly.</i>	A response that thoroughly and clearly answers each portion of the prompt, including enough detail to demonstrate strong rationale. The response is high-quality and rigorous.	A response that answers each portion of the prompt, with enough detail to clearly demonstrate rationale.	A response that answers most portions of the prompt, including enough detail to demonstrate rationale.	A response that answers some of the prompt, includes some detail to demonstrate rationale.	A response that does not answer most elements of the prompt and/or does not include enough detail for their rationale.	No answer is provided, the answer does not address the prompt in any way, or the response fails to comply with programmatic and/or federal requirements for the grant.
Question	25-30 Points	19-24 Points	13-18 Points	7-12 Points	1-6 Points	Absent – 0 Points
Scope of Work (30 points) <i>Please describe the project / intervention that you propose to implement to resolve the problem of practice. What are the benchmarks, timelines, and anticipated outcomes of this project?</i>	A response that thoroughly and clearly answers each portion of the prompt, including enough detail to demonstrate strong rationale. The response is high-quality and rigorous, and there is compelling evidence and/or data to demonstrate that implementation has a strong likelihood of positively and meaningfully addressing the expressed need.	A response that answers each portion of the prompt, with enough detail to clearly demonstrate rationale. There is compelling evidence and/or data to demonstrate that implementation will positively and meaningfully address community needs.	A response that answers most portions of the prompt, including enough detail to demonstrate rationale. There is evidence and/or data to demonstrate that implementation may address the expressed need, however there is not a strong correlation. There may be concerns with capacity or timing of implementation.	A response that answers some of the prompt, includes some detail to demonstrate rationale, and some evidence and/or data is included. However, correlation between the two may be weak, unevenly documented, or fail to address the feasibility of the project.	A response that does not answer most elements of the prompt and/or does not include enough detail for their rationale. There is no compelling evidence and/or data to demonstrate that implementation has a strong likelihood of addressing the expressed need.	No answer is provided, the answer does not address the prompt in any way, or the response fails to comply with programmatic and/or federal requirements for the grant.

Question	17-20 Points	13-16 Points	9-12 Points	5-8 Points	1-4 Points	Absent – 0 Points
Efficiencies (20 points) <i>How will your proposed scope of work support operational and/or financial efficiencies within your organization in the long term?</i>	A response that thoroughly and clearly answers each portion of the prompt, including enough detail to demonstrate strong rationale. The response is high-quality and rigorous, and there is compelling evidence and/or data to demonstrate that implementation has a strong likelihood of positively and meaningfully addressing the expressed need.	A response that answers each portion of the prompt, with enough detail to clearly demonstrate rationale. There is compelling evidence and/or data to demonstrate that implementation will positively and meaningfully address community needs.	A response that answers most portions of the prompt, including enough detail to demonstrate rationale. There is evidence and/or data to demonstrate that implementation may address the expressed need, however there is not a strong correlation. There may be concerns with capacity or timing of implementation.	A response that answers some of the prompt, includes some detail to demonstrate rationale, and some evidence and/or data is included. However, correlation between the two may be weak, unevenly documented, or fail to address the feasibility of the project.	A response that does not answer most elements of the prompt and/or does not include enough detail for their rationale. There is no compelling evidence and/or data to demonstrate that implementation has a strong likelihood of addressing the expressed need.	No answer is provided, the answer does not address the prompt in any way, or the response fails to comply with programmatic and/or federal requirements for the grant.

The following rubric identifies the total scoring rubric for the application; all applications will be assigned scores in each section to develop a total score for evaluation.

Grant Questions for Applicant Response	Scored Result	Total Points Possible
Question 1 – Needs Assessment <i>Describe the current operational and/or financial administration barriers facing your organization. Please include details, as applicable, regarding the status of documented procedures, staffing ratios and/or experience, processing backlogs, audit findings, compliance findings, antiquated processes or software, and/or other contextual information.</i>		35
Question 2 – Problem of Practice <i>What is the specific problem from your needs assessment that you seek to resolve with this funding? Is it a matter of remediation or improvement?</i>		10
Question 3 – Scope of Work <i>Please describe the project / intervention that you propose to implement to resolve the problem of practice. What are the benchmarks, timelines, and anticipated outcomes of this project?</i>		30
Question 4 – Efficiencies <i>How will your proposed scope of work support operational and/or financial efficiencies within your organization in the long term?</i>		20
Pre-Award Assessment		5
Type of Project (Remediation or Improvement)		---
Priority Number (Ranked by Applicant)		---
Recommended Needs Ranking (High, Medium, Low)		---
TOTAL SCORE		100

Notes and/or Justifications:

Appendix C: Pre-Award Assessment

Organization's Legal Name	
Unique Entity Identification Number (UEI)	
Nevada Vendor Identification Number	

**If your organization is not currently set to "public" on SAM.gov, please submit a snip of SAM.gov relating your organization's current status and expiration date.*

Document Requests		
<i>Please submit up-to-date copies of the following documents as applicable to your organization. If you do not have any of the below documents, please mark it accordingly and attach a brief written response related to its absence.</i>		
Internal Controls	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document
Financial Management Policies	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document
Conflict of Interest Policy	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document
Civil Rights/EEO Policy	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document
Student Privacy/FERPA Policy	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document
Ledger of Expenditures	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document
Last 3 Financial Audit Reports	<input type="checkbox"/> Attached	<input type="checkbox"/> No applicable document

Please note, the ledger of expenditures should be an excerpt of your organization's transaction-level data, illustrating budget account by revenues and expenditures, categories, function codes, and object codes. As applicable, please include a reference to your chart of accounts.

Does your organization plan to subcontract* the award?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If match** or maintenance of effort are required, has your organization identified an allowable source?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, what source has been identified?		
Does your organization believe that it will be able to comply with the assurances as written?***	Yes <input type="checkbox"/>	Unsure <input type="checkbox"/> No <input type="checkbox"/>

**Please note that this refers to a competitive bidding process/solicitation of contracts or further breaking out the award to additional organizations through a subaward.*

***Match refers to a requirement that your organization be able to contribute a certain amount of funds proportional to the award amount to the project; your grant application will have clearly stated whether there are matching requirements*

****Please note that requesting a quarterly reimbursement request qualifies as an amendment to the assurances.*

Does your organization have a time and effort accounting system in place? *If you do not have a time and effort accounting system in place, please provide a brief description why and note whether it is reflected in your policies and procedures.*

What accounting system does your organization use?

Does your organization utilize an indirect rate or the de minimus administrative rate? How are these rates reflected in your ledger / chart of accounts? *Please note whether this information is reflected in your policies and procedures.*

Does your organization have previous experience managing similar grants? *Please provide an example/describe in 3-4 sentences.*

Does your organization have adequate financial staffing and experience to implement and manage the grant? *(e.g., are you currently hiring or training new employees, planning for retirements, etc.) Please describe in 3-4 sentences.*

Appendix D: Applicant Information Form

Each entity wishing to apply for funding must complete this Applicant Information Form and submit it along with their application materials. The contact information your entity provides should be of the individual who will manage the grant funding, should your entity be awarded funding.

Organization's Legal Name	
Type of Organization / Eligible Entity	
Employer Identification Number (EIN)	
Unique Entity Identification Number (UEI)	
SAM.gov Registration Status	
Nevada Vendor Identification Number	
Physical and/or Mailing Address	
Organization Website	

Primary Contact Name	
Title	
Email	
Phone Number	
Additional Contacts	
Additional Contact's Emails	

Project/Priority Applied For	
Amount Requested	

Submitter Name	
Title	
Signature	
Date	

Appendix E: Statement of Certification

Organizational Information	
Legal Name of Organization	
Mailing Address	
Authorized Representative Name and Title	
Authorized Representative Email	
Fiscal Representative Name and Title	
Fiscal Representative Email	
Amount of Application	

Grant Application Certification	
I hereby certify that, to the best of my knowledge, the information contained in this application is both accurate and correct. Furthermore, I certify that I am authorized to apply for this grant application on behalf of my organization, to include the obligations attested to in this certification and the grant assurances attached to this application.	
Board Meeting Approval	
Authorized Representative	
Signature	
Date	

DEPARTMENT USE ONLY

Application Review	
Date Received	
Date of Review for Completion and Eligibility	
Reviewer Name	
Signature	

Appendix G: Pre-Award Assessment Rubric

#	PAA Factors	Score
1	Is the applicant currently debarred? (1)	
2	Is the applicant currently in receivership? (1)	
3	What is the applicant's Unique Entity Identifier (UEI) status? (1)	
4	What is the applicant's SAM.gov status? (1)	
5	What is the applicant's Nevada Vendor status? (1)	
6	Did the applicant have and submit their Internal Controls Manual? (1)	
7	Did the applicant have and submit their Financial Management Policy Manual? (1)	
8	Did the applicant have and submit their Conflict-of-Interest Policy? (1)	
9	Did the applicant have and submit their Civil Rights/EEO Policy? (1)	
10	Did the applicant have and submit their Student Privacy Policy? (1)	
11	Did the applicant have and submit their Ledger of Expenditures? (1)	
12	Does the organization document an indirect rate and/or administrative rate, and is the applicant able to segregate these costs (particularly indirect) from other funds? (1)	
13	What accounting system does the applicant use, and can it identify receipts and expenditures of program funds separately and by budget categories? (1)	
14	Does the applicant have a time and effort accounting system in place? (1)	
15	What is the status of the most recent (prior fiscal year) financial audit for the applicant? (1)	
16	Is the applicant's single audit, as applicable, clear of any significant findings in the past three years? (1)	
17	What was the Financial Subrecipient Monitoring score for the applicant in the previous fiscal year? (5)	

PAA Score	Criteria
0-2	Low Risk
3-5	Medium Risk
6-21	High Risk
Debarred	Not Eligible for Funds

Appendix H: 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 (Department) 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.

Contractor: Individuals or entities from which state agencies procure goods and services to carry out a project or program. May also be referred to as “vendors”.

Electronic Grants Management Program (EGMP): 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.

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.

Notice of Intent to Apply: A Notice of Intent to Apply is a preliminary form completed by interested grant applicants prior to the submission of their complete application. This prerequisite may or may not be required as part of a NOFO or grant application process but should always be clearly identified.

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 (Department). 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.