

**DEPARTMENT OF ENERGY
NATIONAL NUCLEAR SECURITY ADMINISTRATION
OFFICE OF PARTNERSHIP AND ACQUISITION SERVICES**



MINORITY SERVING INSTITUTIONS PARTNERSHIP PROGRAM (MSIPP)

COMMUNITY AND JUNIOR COLLEGE TRADE OCCUPATION PROGRAM (CJCTOP)

**NOTICE OF FUNDING OPPORTUNITY ANNOUNCEMENT (FOA) NUMBER:
DE-FOA-0002898**

**FOA TYPE: INITIAL
CFDA NUMBER: 81.123**

FOA Issue Date:	December 16, 2022
Submission Deadline for Letter of Intent:	N/A
Informational Webinar:	January 10, January 31, February 7
Submission Deadline for Applications:	N/A
Expected Date for Selection Notifications:	August 1, 2023

Informational Webinar

DOE/NNSA will conduct three informational webinars during the FOA process.

Attendance is not mandatory and will not positively or negatively impact the overall review of any applicant submissions. As the webinar will be open to all applicants who wish to participate, applicants should refrain from asking questions or communicating information that would reveal confidential and/or proprietary information specific to their project. Specific dates for the webinar can be found on the cover page of the FOA.

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Section I - FUNDING OPPORTUNITY DESCRIPTION

SUMMARY

The Department of Energy's (DOE) National Nuclear Security Administration (NNSA) has a vital national security mission to protect the American people by maintaining a safe, secure, and effective nuclear weapons stockpile. The science, technology, engineering, and manufacturing capabilities resident within the nuclear security enterprise underpin NNSA's ability to conduct stockpile stewardship, solve the technical challenges of verifying treaty compliance, combat nuclear terrorism, detect, and counter proliferation, and guard against the threat posed by nuclear technological surprise. NNSA's ability to meet its many national security missions is dependent upon the ability to recruit, train, and retain its world class workforce.

NNSA works with educational institutions and industry partners from across the Nuclear Security Enterprise (NSE) to achieve this mission priority through three major pathways: collaborative research; capacity building/pipeline development; and recruitment, retention, and development of a world class workforce. As part of the strategy to address future workforce needs, DOE/NNSA has implemented multiple collaborative programs to develop, recruit, and retain high-quality individuals. The Minority Serving Institutions Partnership Program (MSIPP) and the MSIPP Tribal Education Partnership Program (TEPP) are two crucial programs within the DOE/NNSA Management and Budget, Learning and Career Management. These Programs align investments in institution capacity and workforce development with DOE/NNSA mission areas to develop the needed skills and talent for DOE/NNSA's technical workforce and to enhance processes and educational resources at MSIs. The programs' primary mission is to create and foster a sustainable pipeline that prepares a diverse workforce of world class talent through strategic partnerships between Minority Serving Institutions, TCUs and the DOE/NNSA Nuclear Security Enterprise (NSE). To execute this mission, MSIPP builds a network of NSE ready students through enrichment activities from K-20 to post-doctoral level; institution-lab consortia partnerships, and by exposing students to cutting-edge research and activities in relevant fields.

The MSIPP recognizes a unique and compelling need to fill trade employment opportunities in the Nuclear Security Enterprise (NSE) while promoting diversity in the nuclear workforce. This Funding Opportunity Announcement (FOA) encourages applications for the Community and Junior College Trade Occupation Program (CJCTOP). MSIPP expects that this program will recruit and train a diverse and highly skilled workforce; improve the quality of the educational and training environment of Junior and Community colleges; meet the immediate and ongoing needs of traditional and emerging technician positions at the NSE; improve the ability to recruit students from minority and underrepresented populations; and to improve the Nation's capacity to secure our nuclear stockpile.

The scope of this funding opportunity is to encourage grant applications from Minority Serving and Tribal Community and Junior Colleges to diversify student and faculty populations, enhancing training programs in the disciplines outlined below and increase the capacity of the NSE workforce. Proposals must align with the mission of MSIPP and identify achievable goals that will successfully build workforce capacity of the Nuclear Security Enterprise. Program directors from diverse backgrounds, including those from underrepresented groups, are urged to work with the listed NSE Collaborators to apply.

Disciplines, including but not limited to:

Administration	Assemblers	Chemists
Computer Science	Construction Workers	Electricians
Engineers	Information Technology	Ironworkers
Laborers	Machinists	Mechanics
Pipefitters	Platers	Specialists
Technicians	Tool Makers	Welders
Wireman		

DOE/NNSA NSE Collaborators

Each of these facilities has unique needs and requires a steady flow of personnel in skilled trades and technical fields to maintain a highly skilled technical workforce in multiple disciplines, many of which are amenable to apprenticeship programs. The partial list includes machinists, welders, metal workers (sheet metal and iron), IT/cybersecurity professionals, advanced manufacturing machine operators, fissile material handlers, radiological control technicians, and many more.

Argonne National Laboratory

Technical Contact: Alexander Heifetz, aheifetz@anl.gov

Argonne National Laboratory seeks solutions to pressing national problems in science and technology. The nation's first national laboratory, Argonne conducts leading-edge basic and applied scientific research in virtually every scientific discipline. Argonne researchers work closely with researchers from hundreds of companies, universities, and federal, state, and municipal agencies to help them solve their specific problems, advance America's scientific leadership and prepare the nation for a better future.

Kansas City National Security Campus

Technical Contact: Joe Hegeman, JHegeman@kcncs.doe.gov

In Kansas City, Honeywell Federal Manufacturing & Technologies (FM&T) manages and operates the U.S. Department of Energy/National Nuclear Security Administration's (NNSA) Kansas City National Security Campus. This state-of-the-art engineering, manufacturing, and sourcing facility produces a wide array of intricate components to deliver trusted national security products and government services primarily for the NNSA. Honeywell FM&T's culture of integrity, commitment and continuous improvement enables them to deliver responsive, collaborative, and innovative management and technology services and products that translate into cutting edge solutions to complex national security issues.

Lawrence Livermore National Laboratory

Technical Contact: Tony Baylis, baylis3@llnl.gov

Lawrence Livermore National Laboratory (LLNL), located in Livermore, California is a multi-disciplinary laboratory that supports a broad set of National Security missions. There is a continuing need to recruit highly skilled employees that comes from diverse backgrounds, have outstanding technical skills, and can work on national security programs. LLNL would like to partner with our local community colleges to collaborate and commit to ongoing communication about workforce needs and job opportunities.

Los Alamos National Laboratory

Technical Contact: Nancy N. Sauer, nsauer@lanl.gov

Los Alamos National laboratory (LANL), located in Los Alamos, New Mexico, is a multi-disciplinary science and engineering laboratory that executes a broad set of national security programs in support of DOE/NNSA missions. The Laboratory is seeing dramatic expansion in several major R&D and manufacturing missions and there is an ongoing need to build our workforce to support these efforts. LANL has a continuing need to recruit highly skilled technical and support staff across the spectrum of R&D and operational efforts. LANL welcomes partnerships with organizations seeking to develop pipeline in several critical areas.

Naval Nuclear Laboratory

Technical Contact: MJ (Marcia) Walters, marcia.walters@UNNPP.gov

The Naval Nuclear Laboratory Program (NNL) has cradle-to-grave responsibility for all naval nuclear propulsion matters and includes our civilian and military personnel who design, build, operate, maintain, and manage the nuclear-powered ships and other facilities of the U.S. nuclear-powered naval Fleet. NNL is government owned/contractor operated and manages research and engineering facilities devoted solely to naval nuclear propulsion work. With nearly 8,000 engineers, scientists, technicians, and support personnel, NNL's mission is to develop the most advanced naval nuclear propulsion technology and to provide technical support for the continued safe, reliable operation of all existing naval reactors. NNL operates a prototype nuclear propulsion plant in New York for the operational testing of new designs and promising new technologies under typical operating conditions before introducing them to the Fleet.

NNL also examines naval spent nuclear fuel and irradiated test specimens at our facility in Idaho. The data derived from these examinations are used to develop new technology and to improve the cost-effectiveness of existing designs. NNL has continuing needs to recruit highly skilled employees at all levels in a variety of technical backgrounds with outstanding technical skills to support the mission of the US Nuclear Navy. NNL welcomes the opportunity to collaborate with organizations to build a pipeline of highly skilled technical talent for our capital district NY facilities, Pittsburgh, PA, and Idaho Falls, ID locations.

Nevada National Security Site

Technical Contact: Brent Baker, bakerba@nv.doe.gov

The Nevada National Security Site (NNSS) is a unique outdoor, indoor, and underground experimentation and training user facility located in a remote, highly secure area of southern Nevada. As an integral component of the U.S. Nuclear Security Enterprise (NSE), the NNSS provides applied engineering innovation, high-hazard test and evaluation, and operating services for the U.S. Government and its allies. NNSS supports nearly all U.S. Department of Energy (DOE), National Nuclear Security

Administration (NNSA) missions, including nuclear weapons stockpile stewardship, nuclear non-proliferation, nuclear-counterterrorism/-counterproliferation, and nuclear incident response. The workforce at NNSA is as varied as their mission, and includes construction, maintenance, business operations, science and technology, and other skillsets and professions. There is a continuing need to recruit highly skilled employees that comes from diverse backgrounds, have outstanding technical skills, and are able to work on national security programs.

Pacific Northwest National Laboratory

Technical Contact: Tom Gray, Tom.Gray@pnnl.gov

With its headquarters based out of Richland, WA, Pacific Northwest National Laboratory is a leading center for scientific discovery in chemistry, data analytics, and Earth science, and for technological innovation in sustainable energy and national security. PNNL's core capabilities are organized into five areas: 1) Chemical and Materials Sciences, 2) Computational and Mathematical Sciences, 3) Earth and Biological Sciences, 4) Engineering, and 5) User Facilities and Advanced Instrumentation. Drawing on these capability areas as needed affords the laboratory great flexibility and creativity in assembling teams to address complex science and engineering challenges.

Sandia National Laboratory

Technical Contact: Mark Maes, mmaes@sandia.gov

Sandia National Laboratories (SNL) delivers essential science and technology to resolve the nation's most challenging security issues in two locations, Albuquerque, New Mexico and Livermore, California. SNL supports numerous federal, state, and local agencies, companies, and organizations. SNL's leading mission is to strengthen national security in their five major program portfolios: nuclear deterrence, global security, national security, energy and homeland security, and advanced science and technology. To fulfill their mission, it is crucial that SNL acquire the technical talent to meet their apprentice/technologist workforce demands.

Savannah River National Laboratory

Technical Contact: Christopher Bethmann, chris.bethmann@srnl.doe.gov

Savannah River National Laboratory (SRNL) is an applied research and development laboratory located at the Savannah River Site in Jackson, South Carolina, surrounded by a 198,000-acre pine forest and swampland. The laboratory applies state-of-the-art science to provide practical, high-value, cost-effective solutions to complex technical problems. SRNL is committed to solving complex problems such as the detection of weapons of mass destruction, the cleanup of contaminated groundwater and soils, the development of hydrogen as an energy source, the need for a viable national defense, and the safe management of hazardous materials. Building on over 50 years of technological achievement and a framework of vital core competencies, the laboratory will continue to identify, develop, and deploy innovative technologies to meet the needs of a variety of customers across the nation. SRNL has identified a need to recruit skilled employees to support its research and development efforts and solve diverse complex problems.

Savannah River Nuclear Solutions

Technical Contact: Bryan L. Ortner, bryan.ortner@srs.gov

Construction Contact: Tony C. Green, tony.green@srs.gov

Savannah River Nuclear Solutions (SRNS) is part of the Savannah River Site (SRS) in downtown Aiken, South Carolina. SRNS aspires to lead the Nuclear Operations industry by prioritizing safety and security, embracing change, investing in people, and employing a fierce commitment to innovative operations.

SRNS makes the world safer through disciplined performance in producing and protecting nuclear materials for our nation's security, promoting global nuclear deterrence, and protecting the environment for future generations.

Consolidated Nuclear Security: Y12 National Security Campus / Pantex Plant

Technical Contact: Amanda Hurley, amanda.hurley@pxy12.doe.gov

Consolidated Nuclear Security (CNS), located in both Amarillo, Texas and Oak Ridge, Tennessee, operates the Pantex Plant and Y-12 National Security Complex in support of the National Nuclear Security Administration. The NNSA Production Office (NPO) consists of Pantex Plant and Y-12 National Security Complex. Pantex, near Amarillo, Texas, is charged with maintaining the safety, security, and effectiveness of the nation's nuclear weapons stockpile. Work performed at Pantex includes support of the nuclear weapons life extension programs; nuclear weapons dismantlement; the development, testing and fabrication of high explosive components; and interim storage and surveillance of plutonium pits. Y-12, in Oak Ridge, Tennessee, is the nation's only source of enriched uranium nuclear weapons components and provides enriched uranium for the U.S. Navy. It excels in materials science and precision manufacturing and stores enriched uranium. Y-12 supports efforts to reduce nuclear proliferation risk and performs work for other government agencies. Pantex and Y-12 are operated by Consolidated Nuclear Security, LLC. There is a continuing need to recruit highly skilled employees at all levels with a wide variety of technical and diverse backgrounds to join a team dedicated to global security and innovation.

Section II - AWARD INFORMATION

A. TYPE OF AWARD INSTRUMENT

DOE/NNSA anticipates awarding grants to single institutions under this funding opportunity announcement.

B. ESTIMATED FUNDING

Approximately \$5,000,000 is expected to be available for new awards under this announcement. Funding for all awards and future budget periods are contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority.

C. MAXIMUM AND MINIMUM AWARD SIZE

Ceiling (i.e., the maximum amount for an individual award made under this announcement):

\$500,000

Floor (i.e., the minimum amount for an individual award made under this announcement):

\$250,000

D. EXPECTED NUMBER OF AWARDS

DOE/NNSA anticipates making 5-10 awards under this announcement.

E. ANTICIPATED AWARD SIZE

DOE/NNSA anticipates that awards will be in the \$250,000 to \$500,000 range for the total project period.

F. PERIOD OF PERFORMANCE

DOE/NNSA anticipates making awards with an estimated project period of 3-5 years.

G. TYPE OF APPLICATION

DOE/NNSA will accept only new applications from single institutions under this announcement. Multi-institutional team (consortia with subrecipients) will not be considered for award.

Section III - ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

RESTRICTED ELIGIBILITY (DECEMBER 2014)

In accordance with 2 CFR 910.126, Competition, eligibility for award is restricted to accredited community colleges or junior colleges meeting the requirements as Minority Serving Institutions (MSIs) recognized by the Office of Civil Rights (OCR), U.S. Department of Education, and identified on the OCR's Department of Education U.S. accredited postsecondary minorities institution [list](#).

For the purpose of this announcement, the terms “junior or community college” means an institution of higher education—

- (1) that admits as regular students, persons who are beyond the age of compulsory school attendance in the State in which the institution is located and who have the ability to benefit from the training offered by the institution;
- (2) admits as regular students only persons having a certificate of graduation from a school providing secondary education, or the recognized equivalent of such a certificate;
- (3) is legally authorized within such State to provide a program of education beyond secondary education;
- (4) that—(A) provides an educational program of not less than 2 years that is acceptable for full credit toward such a degree, or (B) offers a 2-year program in engineering, mathematics, or the physical or biological sciences, designed to prepare a student to work as a technician or at the semiprofessional level in engineering, scientific, or other technological fields requiring the understanding and application of basic engineering, scientific, or mathematical principles of knowledge; and
- (5) is accredited by a nationally or regionally recognized accrediting agency or association, or if not so accredited, is an institution that has been granted reaccreditation status by such an agency or association that has been recognized by the U.S. Secretary of Education for the granting of reaccreditation status, and the U.S. Secretary of Education has determined that there is satisfactory assurance that the institution will meet the accreditation standards of such an agency or association within a reasonable time.

The FOA further restricts the eligibility of students benefitting from the award to U.S. citizens or permanent residents.

B. COST SHARING {OR MATCHING}

Cost sharing is not required.

C. OTHER ELIGIBILITY REQUIREMENTS

Only one DOE/NNSA site may be proposed as a collaborating partner per application.

DOE/NNSA Site Facility Management Contractors

DOE/NNSA Site Facility Management Contractors are not eligible for an award under this announcement. However, DOE/NNSA Site Facility Management Contractors may participate as collaborators to:

- (1) promote and sustain scientific interactions between the academic community and scientists at the DOE/NNSA Site Facility Management Contractors through exchange of information and/or personnel,
- (2) increase the availability of unique experimental facilities sited at the DOE/NNSA Site Facility Management Contractors to the academic community, particularly for collaborations in areas of relevance to stockpile stewardship, and
- (3) develop and maintain a long-term recruiting pipeline to the DOE/NNSA Site Facility Management Contractors by increasing the visibility of the DOE/NNSA scientific activities to the U.S. faculty and student communities.

DOE/NNSA Site Facility Management Contractors are not eligible to receive any direct funding associated with this FOA, except for reimbursement for use of facilities that require “user fees” in accordance with the institution’s written policies or procedures.

Any funding required for the DOE/NNSA Site Facility Management Contractors’ portion of the collaboration besides user fees must not be included in the institution’s budget. Funding for any work being done by a DOE/NNSA Site Facility Management Contractors, will be funded directly by the program office. This funding will be transmitted to the lab via an internal Work Authorization (WA)/Implementation Plan (IP) process. This amount will not be factored into the determination of the award amount. A budget estimate should be attached separately at the time of submission. If the applicant is selected for award, their industry partner will be required to submit a statement of work and detailed budget to support their requests. The portion of the effort to be performed by all non-college and university collaborators in aggregate shall not exceed 50% of the total effort.

e.g., if the MSI recipient receives \$300,000, the industry collaborator may not receive more than \$150,000

To affect this collaboration, a letter from a DOE/NNSA Site Facility Management Contractor employee who will be collaborating with the applicant must be submitted with the application. This letter must outline their understanding and role in the collaboration effort and indicate that no funds will be provided to the DOE/NNSA Site Facility Management Contractor from the awarded grant except for reimbursement for use of facilities that require “user fees” as stated above.

In addition to the collaboration letters, if an applicant is selected for award, the DOE/NNSA Site Facility Management Contractors participating as collaborating partners must receive prior authorization from the cognizant Contracting Officer for DOE/NNSA Site Facility Management Contractors, subject to the

following guidelines:

Authorization for DOE/NNSA Site Facility Management Contractors. If selected for award, the cognizant contracting officer for the DOE/NNSA Site Facility Management Contractors must authorize in writing the use of a DOE/NNSA Site Facility Management Contractor(s) on the proposed project and this authorization must be submitted with the application. The following wording is acceptable for this authorization.

"Authorization is granted for the [Name] Laboratory to participate in the proposed project. The work proposed for the laboratory is consistent with or complimentary to the missions of the laboratory, will not adversely impact execution of the DOE/NNSA assigned programs at the laboratory, and will not place the laboratory in direct competition with the domestic private sector."

If selected for award, the recipient is responsible for contacting the appropriate DOE/NNSA Site Facility Management collaborating partner(s) who should, in turn, obtain prior written authorization from the DOE/NNSA Site Facility Management Contracting Officer.

Applicant Responsibility. The applicant, if successful, will be the responsible authority regarding the settlement and satisfaction of all contractual and administrative issues, including but not limited to, disputes and claims arising out of any agreement between the applicant and the DOE/NNSA Site Facility Management Contractors.

The DOE/NNSA Site Facility Management Contracts list is available at:
[DOE/NNSA Site Facility Management Contracts | Department of Energy](#)

CITIZENSHIP REQUIREMENT

Any individual persons, whether key personnel, other personnel, or students, receiving funding support under this grant must be a U.S. Person. A U.S. person means a person (as defined in 22 CFR 120.14) who is a lawful permanent resident as defined by 8 U.S.C. 1101(a) (20) or who is a protected individual as defined by 8 U.S.C. 1324b(a) (3). It does not include any foreign person as defined in 22 CFR 120.16.

Source: [U.S. person - Glossary | CSRC \(nist.gov\)](#)

The institution must provide a certification statement regarding compliance with the Citizenship Requirement of this announcement. The certification statement must be provided on institution letterhead as a separate document entitled "Citizenship Certification" and must include the name and citizenship status for each individual (including key personnel, other personnel, and students) participating under the proposal.

Section IV - APPLICATION AND SUBMISSION INFORMATION

A. ADDRESS TO REQUEST APPLICATION PACKAGE

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select "APPLICANTS", then select "Apply for Grants," and then select "Get Application Package" button. Enter the funding opportunity number (DE-FOA-0002898). Under the PACKAGE tab, select "Apply" under the Actions column, and under **Option: 1 Apply Now Using Workspace**, select the **Login to Apply Now** button. Follow the prompts in Workspace to complete the application package. You are encouraged to review the Applicant FAQs in Grants.gov as you prepare and submit your application.

B. LETTER OF INTENT AND PRE-APPLICATION

LETTER OF INTENT

A Letter of Intent (LOI) is not required.

PRE-APPLICATION

Pre-applications are not required.

C. CONTENT AND FORM OF APPLICATION

You must complete the mandatory forms and any applicable optional forms in accordance with the instructions on the forms and the additional instructions below. Files that are attached to the forms must be in Portable Document Format (PDF) unless otherwise specified in this announcement.

1. SF 424 APPLICATION FOR FEDERAL ASSISTANCE

In **Grants.gov Workspace**, *Complete SF-424 Fields First*: The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and UEI number. To trigger this feature, an applicant must complete the SF-424 information first. Once it is completed, the information will transfer to the other forms.

IMPORTANT UPDATE FOR APPLICANTS The certifications and assurances referenced in **Field 17 of the Application for Federal Assistance** are now contained in the System for Award Management (SAM) as **Financial Assistance General Certifications and Representations**.

2. PROJECT/PERFORMANCE SITE LOCATION(S)

The **Project/Performance Site Location(s)** form is part of the Application Package that should be completed in **Grants.gov Workspace**. The special instructions for completing this form follow:

Indicate the primary site where the work will be performed. **If a portion of the project will be performed at any other site(s)**, identify the site location(s) in the blocks provided.

Note: Be sure to provide the Project/Performance Site Congressional District which is entered in the format of the 2-digit state code followed by a dash and a 3-digit Congressional district code, for example

VA-001. Hover over this field for additional instructions. For the Zip/Postal code, be sure to enter the nine-digit postal code.

Use the Next Site button to expand the form to add additional Project/Performance Site Locations.

3. PROJECT SUMMARY/ABSTRACT [MANDATORY] **(Attach to Project Summary Abstract form in Grants.gov Workspace)**

The project summary/abstract must be submitted and must contain a summary of the proposed activity suitable for dissemination to the public. It must be a self-contained document that identifies:

- the name of the applicant,
- the project director,
- the project title,
- the relevance, intended outcomes/impacts
- the milestones of the project listed by year, and
- a description of the project, including methods to be employed, the potential impact of the project (i.e., benefits, outcomes), and major participants (for collaborative projects).

This document must not include any proprietary or sensitive business information, as the DOE/NNSA may make it available to the public after awards are made. The project summary must not exceed 5 pages when printed using standard 8.5" by 11" paper with 1" margins (top, bottom, left and right) {single spaced} with font not smaller than 11 points. Save this information in a file named "Summary.pdf."

The Project Summary Abstract attachment must be uploaded in PDF format to the **Grants.gov Project Abstract Form**, which is part of the Application Package in **Grants.gov Workspace**. To attach the Project Summary Abstract, click the "Add Attachment" on the **Project Abstract Form** provided in Grants.gov Workspace.

4. PROJECT NARRATIVE AND APPENDICES [MANDATORY] **(Attach to Project Narrative Attachment Form in Grants.gov Workspace)**

Project Narrative - Community and Junior College Trade Occupation Program (CJCTOP)

The project narrative is limited to five (5) pages or less, including text, tables, and visual materials (e.g., charts, graphs, maps, photographs). References are not part of the program narrative. Do not include any Internet addresses (URLs) that provide information necessary to review the application. See Part VIII.D for instructions on how to mark proprietary application information. Save the information in a single file named "Project.pdf," and click on "Add Mandatory Other Attachment" to attach. The project narrative must include:

Institution Tier Identification.

Identify the institution on the following scale:

- Tier 1: Public 2-year Community/Junior College
- Tier 2: Private 2-year Community/Junior College
- Tier 3: Public 4-year Community/Junior College
- Tier 4: Private 4-year Community/Junior College

Project Objectives. This section should provide a clear, concise statement of the specific objectives/aims of the proposed project. Which site(s) (and/or trades/disciplines) are you supporting and how are they being supported.

1. Describe the proposed program including the trade function and associated curriculum. State the course structure and faculty capability for administering the program. Provide a schedule of completion dates, faculty members involved, and participant costs for students who will be participating in this program.
2. Describe the recruitment activities and specific marketing strategies designed to attract a diverse pool of student applicants. Describe the selection process that will ensure qualified students are selected based on academic merit, with consideration given to underrepresented populations.
3. Identify a management plan that will measure the effectiveness of attracting, preparing, and retaining individuals in trade careers. This plan should include criteria methods through the program. The management plan should include a mechanism for tracking community and junior college students as they fulfill their academic obligation and attain jobs with the NSE.

Appendices [MANDATORY] to Project Narrative Information

All applicants must complete the following appendices and include the appendices with the final Project Narrative document as a single, bundled project narrative file attachment to the **Project Narrative Attachment Form in Grants.gov Workspace**.

All the requested information for the following appendices will not count in the Project Narrative page limitation.

Appendix 1 - Biographical Sketch:

Provide a biographical sketch for the project director (PD) and each senior/key person listed in Section A on the R&R Budget form, including the sub-applicant senior/key persons. Provide the biographical sketch information as an appendix to your project narrative. Do not attach a separate file. The biographical information for each person must not exceed 2 pages when printed on 8.5" by 11" paper with 1-inch margins (top, bottom, left, and right) {single spaced} with font not smaller than 11 point and must include:

Education and Training: Undergraduate, graduate, and postdoctoral training, provide institution, major/area, degree, and year.

Research and Professional Experience: Beginning with the current position list, in chronological order, professional/academic positions with a brief description.

Publications: Provide a list of up to 10 publications most closely related to the proposed project. For each publication, identify the names of all authors (in the same sequence in which they appear in the publication), the article title, book or journal title, volume number, page numbers, year of publication, and website address if available electronically.

Patents, copyrights, and software systems developed may be provided in addition to or substituted for publications.

Appendix 2 - Current and Pending Support:

Provide a list of all current and pending support (both Federal and non-Federal) for the Project Director (PD/PI) and senior/key persons, for ongoing projects and pending applications. For each organization providing support,

show the total award amount for the entire award period (including indirect costs) and the number of person-months per year to be devoted to the project by the senior/key person. Concurrent submission of an application to other organizations for simultaneous consideration will not prejudice its review.

Appendix 3 - Identification of Potential Conflicts of Interest or Bias in Selection of Reviewers:

Provide the following information in this section:

- Collaborators and Co-editors: List in alphabetical order all persons, including their current organizational affiliation, who are, or who have been, collaborators or co-authors with you on a research project, book or book article, report, abstract, or paper during the 48 months preceding the submission of this application. Also, list any individuals who are currently, or have been, co-editors with you on a special issue of a journal, compendium, or conference proceedings during the 24 months preceding the submission of this application. If there are no collaborators or co-editors to report, state "None."
- Graduate and Postdoctoral Advisors and Advisees: List the names and current organizational affiliations of your graduate advisor(s) and principal postdoctoral sponsor(s) during the last 5 years. Also, list the names and current organizational affiliations of your graduate students and postdoctoral associates

Appendix 4 - Bibliography & References Cited:

Provide a bibliography of any references cited in the Project Narrative. Each reference must include the names of all authors (in the same sequence in which they appear in the publication), the article and journal title, book title, volume number, page numbers, and year of publication. Include only bibliographic citations. Applicants should be especially careful to follow scholarly practices in providing citations for source materials relied upon when preparing any section of the application. To reduce the number of files attached to your application, please provide the Bibliography and References Cited information as an appendix to your project narrative.

Do not attach file to Field 9 of the R&R Other Project Information.

Appendix 5 - Facilities & Other Resources:

This information is used to assess the capability of the organizational resources, including sub-applicant resources, available to perform the effort proposed. Identify the facilities to be used (Laboratory, Animal, Computer, Office, Clinical, and Other). If appropriate, indicate their capacities, pertinent capabilities, relative proximity, and extent of availability to the project. Describe only those resources that are directly applicable to the proposed work. Describe other resources available to the project (e.g., machine shop, electronic shop) and the extent to which they would be available to the project. To reduce the number of files attached to your application, please provide the Facility and Other Resource information as an appendix to your project narrative.

Do not attach a file in Field 10 of the R&R Other Project Information.

Appendix 6 - Equipment:

List major items of equipment already available for this project and, if appropriate identify location and pertinent capabilities. To reduce the number of files attached to your application, please provide the Equipment information as an appendix to your project narrative. **Do not attach a file in Field 11 of the R&R Other Project Information form.**

5. OTHER ATTACHMENTS FORMS IN GRANTS.GOV WORKSPACE

Attach the following files (Project Management Plan and Letters of Collaboration) to the **Other Narrative Attachments Form in Grants.gov Workspace**:

a. Project Management Plan [MANDATORY]

This plan should be formatted to include the following sections with each section to include the information as described below. This plan should describe the structure of the proposed partnership and roles of each member organization including DOE/NNSA National Laboratory/Plant and/or Site/Complex collaborator. This section should also include mechanisms for verifying completed milestones:

Executive Summary: Provide a description of the project that includes the objective, project goals, and expected results. For purposes of the application, this information is included in the Project Narrative and should be simply copied to this document for completeness, so that the Project Management Plan is a stand-alone document.

Risk Management: Provide a summary description of the proposed approach to identify, analyze, and respond to perceived risks associated with the proposed project. Project risk events are uncertain future events that, if realized, impact the success of the project. As a minimum, include the initial identification of significant technical, resource, and management issues that have the potential to impede project progress and strategies to minimize impacts from those issues.

Milestone Log: Provide milestones for each budget period (or phase) of the project. Each milestone should include a title and planned completion date. Milestones should be quantitative and show progress toward budget period and/or project goals.

Project Timeline: Provide a timeline of the project (like a Gantt chart) broken down by each task and subtask. The timeline should include for each task, a start date, and end date. The timeline should show interdependencies between tasks and include the milestones that are identified in the Milestone Log.

Save the **Project Management Plan** in a single file named “PMP” in PDF format and upload to the **Grants.gov Other Attachments Form** which is part of the Application Package in **Grants.gov Workspace**. To attach the completed Project Management Plan in PDF format, input “PMP” in the Mandatory Other Attachment Filename field and select the "Add Mandatory Other Attachment" button next to upload the PMP.pdf file.

b. Letters of Collaboration [MANDATORY]

Letters of collaboration for unfunded or funded collaborations must state the intention to participate, but they should not be written as recommendation or endorsement letters, which are not allowed. See **Section III – Eligibility Information, C. Other Eligibility Requirements** for collaborations with DOE/NNSA Site Facility Management Contractors.

Save the **Letters of Collaboration** in a single file named “Collaboration Letters” in PDF format and upload to the **Grants.gov Other Attachments Form** which is part of the Application Package in **Grants.gov Workspace**. To attach the Collaboration Letters in PDF format, input “Collaboration Letters” in the Mandatory Other Attachment Filename field and select the "Add Mandatory Other Attachment" button next to upload the Collaboration Letters.pdf file.

If you need to elaborate on your responses to items 1-5, upload your to the **Grants.gov Other Attachments Form** which is part of the Application Package in **Grants.gov Workspace**.

6. ATTACHMENTS FORM IN GRANTS.GOV WORKSPACE

Attach the following files (SF 424A, Indirect Rate Agreement, Environmental Checklist) to the **Attachments Form in Grants.gov workspace**:

a. SF424A Detailed Budget Information Form [MANDATORY] – ATTACHMENT 1

The applicant must provide a separate budget for each year of support requested. The form will generate a cumulative budget for the total period of performance. The applicant may request funds under any of the budget categories if the item and amount are necessary to perform the proposed work, meet all the criteria for allowability under the applicable Federal cost principles, and are not prohibited by the funding restrictions in this announcement.

Complete the budget form attached to this announcement in accordance with the SF-424A Instructions provided in the document; each tab has detailed instructions.

Save the document as a single file titled "SF424A.xls. The SF424A.xls attachment must be uploaded to the **Grants.gov Attachments Form**, which is part of the Application Package in **Grants.gov Workspace**. To attach the SF424A.xls attachment, click the "Add Attachment" on the Attachment form provided in Grants.gov Workspace.

b. Budget Justification [MANDATORY, IF SELECTED FOR AWARD]

An applicant whose Full Application is selected for award negotiations will be required to submit a detailed budget justification narrative explaining the need and justification for the proposed expenditures as they relate to the application objectives. The budget should be labeled with each budget line item and proposed funding.

c. Government Approved Indirect Rates and Cost Allocations [MANDATORY]

If a Negotiated Rate Agreement with Government approved Indirect Rates and Cost Allocations Agreement has been executed with a Governmental cognizant agency, upload the Agreement to the Grants.gov Workspace Attachment form (see instructions on next page). If a Negotiated Rate Agreement does not exist, provide supporting documentation for proposed indirect rates.

The Negotiated Rate Agreement attachment must be uploaded in PDF format to the **Grants.gov Attachments Form**, which is part of the Application Package in **Grants.gov Workspace**. To attach the Negotiated Indirect Rate Agreement, click the "Add Attachment" on the Attachment form provided in Grants.gov Workspace.

d. Financial Assistance Environmental Checklist [MANDATORY, IF SELECTED FOR AWARD]

All NNSA grants must comply with the National Environment Policy Act (NEPA) compliance

requirements. **An applicant whose Full Application is selected for award negotiations will be required to submit a Financial Assistance Environmental Checklist during the award negotiations phase.** All activities proposed to be funded under the financial assistance award must be described in a single Financial Assistance Environmental Checklist provided in Attachment (Microsoft Word document) to this announcement in accordance with the instructions contained within the form and Interim Requirements for Completion of Key Sections of the Financial Assistance NEPA Checklist.

7. DATA MANAGEMENT PLAN [MANDATORY, IF SELECTED FOR AWARD]

An applicant whose Full Application is selected for award will be required to submit a Data Management Plan within ninety (90) days of the award notification. The Data Management Plan is a document that outlines the proposed plan for data sharing or preservation. Instructions for submission of this plan will be identified in your award notification. Guidance for preparing a Data Management Plan is provided in the Appendix of the FOA, as **Attachment 3**. Failure to submit the Data Management Plan may result in the termination of the award.

8. GRANTS.GOV LOBBYING FORM/CERTIFICATION REGARDING LOBBYING [MANDATORY]

Applicants and sub-applicants may not use any Federal funds to influence or attempt to influence, directly or indirectly, congressional action on any legislative or appropriation matters.

Complete the “**Certification Regarding Lobbying**” form to certify that no appropriated funds have been used for lobbying activities. This form is part of the Application Package that should be completed in **Grants.gov Workspace**.

9. SF-LLL DISCLOSURE OF LOBBYING ACTIVITIES [MANDATORY, IF APPLICABLE]

If applicable, complete the **Disclosure of Lobbying Activities (SF-LLL)** form which is part of the Application Package that should be completed in **Grants.gov Workspace**. Applicability: If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the grant/cooperative agreement, you must complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying."

10. ASSURANCES AND CERTIFICATIONS IN SAM.GOV [MANDATORY]

In accordance with the Federal Government’s efforts to reduce reporting burdens for recipients of federal financial assistance, the general certification and representation requirements contained in the **Standard Form 424B (SF-424B) – Assurances – Non-Construction Programs**, and the **Standard Form 424D (SF-424D) – Assurances – Construction Programs**, have been standardized federal-wide. On February 2, 2019, GSA implemented a new process in SAM that allows non-federal entity registrants to submit common federal government-wide Representations and Certifications for financial assistance. Non-federal entities creating new SAM registrations and existing non-federal entities completing their annual SAM registration renewals will be required to review and certify their financial assistance Certifications

and Representations. Registration in SAM is required prior to receipt of federal awards and must be updated annually by non-federal entities; therefore, federal agencies will use the SAM registration information to verify non-federal entity compliance with application and award requirements.

D. SUMMARY OF REQUIRED FORMS/FILES

√	#	Document Name	Mandatory or Optional	Form		
				Location	Submission Format	Submission Attached to:
	1	SF 424 Application for Federal Assistance	Mandatory	Grants.gov Workspace	N/A	In Grants.gov Workspace
	2	Project/Performance Site Location(s)	Mandatory	Grants.gov Workspace	N/A	In Grants.gov Workspace
	3	Project Summary/Abstract	Mandatory	FOA – See Page 15 for format and content instructions	PDF	Project Summary Abstract Form in Grants.gov Workspace
	4	Project Narrative and Appendices	Mandatory	FOA – See Pages 15-17 for format and content instructions	PDF	Project Narrative Attachment Form in Grants.gov Workspace
	5a	Project Management Plan	Mandatory	FOA – See Page 18 for format and content instructions	PDF	Other Attachments Form in Grants.gov Workspace
	5b	Collaboration Letters	Mandatory	Collaborating Partner	PDF	Other Attachments Form in Grants.gov Workspace
	6	Attachments Form	Mandatory	Grants.gov Workspace	N/A	In Grants.gov Workspace
	6a	SF424 Detailed Budget Information – Non-Construction Programs (SF-424A)	Mandatory	Fedconnect.net Attachment 1	Excel	Attachments Form in Grants.gov Workspace
	6b	Budget Justification	Mandatory – If selected for award	N/A	Excel, PDF, or Word	Submission required during the negotiation process.
	6c	Government Approved Indirect Rates and Allocations	Mandatory	From Cognizant Gov't agency	PDF	Attachments Form in Grants.gov Workspace
	6d	Financial Assistance Environmental Checklist (NEPA)	Mandatory – If selected for award	Fedconnect.net Attachment 2 Follow Environmental Checklist Guidance Instructions	PDF	Submission required during the negotiation process.
	7	Data Management Plan	Mandatory – If selected for award	Fedconnect.net Attachment 3 – Data Management Plan Guidance	PDF	Submission required upon award
	8	Grants.gov Lobbying Form/Certification Regarding Lobbying	Mandatory	Grants.gov Workspace	N/A	In Grants.gov Workspace
	9	SF-LLL Disclosure of Lobbying Activities	Mandatory – If applicable	Grants.gov Workspace	N/A	In Grants.gov Workspace
	10	Assurances and Certifications	Mandatory	System for Award Management	SAM.gov format	SAM.gov NOTE: Assurances and Certifications will be checked by NNSA Grant Staff in SAM.gov during Compliance Review

Link for Fedconnect.net: <https://www.fedconnect.net/FedConnect/default.htm>

E. SUBMISSIONS FROM SUCCESSFUL APPLICANTS

If selected for award, DOE/NNSA reserves the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

- Indirect cost information
- Other budget information
- Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 10 CFR 1040.5)
- Representation of Limited Rights Data and Restricted Software, if applicable
- Commitment Letter from Third Parties Contributing to Cost Sharing, if applicable

F. SUBMISSION DATES AND TIMES

PRE-APPLICATIONS ARE NOT REQUIRED

Pre-applications are not required.

APPLICATION DUE DATE

Applications should be received by February 17, 2023, not later than 11:59:59 PM Eastern Time. You are encouraged to transmit your application well before the deadline. The Grants.gov Helpdesk is available for extended periods, please check their website for the Helpdesk hours of operation.

APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE REVIEWED OR CONSIDERED FOR AWARD.

ANNOUNCEMENT OPEN UNTIL DETERMINED DATE

This announcement will remain open until February 17, 2023. Applications may be submitted at any time before the announcement closes. You are encouraged to submit your application as soon as practicable.

G. INTERGOVERNMENTAL REVIEW

This program is not subject to Executive Order 12372 - Intergovernmental Review of Federal Programs.

H. FUNDING RESTRICTIONS (DECEMBER 2014)

Funding for all awards and future budget periods are contingent upon the availability of funds appropriated by Congress for the purpose of this program and the availability of future-year budget authority.

Cost Principles. Costs must be allowable, allocable and reasonable in accordance with the applicable Federal cost principles referenced in 2 CFR part 200 as amended by 2 CFR part 910 [DOE Financial Assistance Regulation]. The cost principles for commercial organization are in FAR Part 31.

Pre-award Costs. Recipients may charge to an award resulting from this announcement pre-award costs that were incurred within the ninety (90) calendar day period immediately preceding the effective date of the award, if the costs are allowable in accordance with the applicable Federal cost principles referenced in 2 CFR part 200 as amended by 2 CFR part 910 [DOE Financial Assistance Regulation]. Recipients must obtain the prior approval of the contracting officer for any pre-award costs that are for periods greater than this 90 day calendar period.

Pre-award costs are incurred at the applicant's risk. DOE is under no obligation to reimburse such costs if for any reason the applicant does not receive an award or if the award is made for a lesser amount than the applicant expected.

I. OTHER SUBMISSION AND REGISTRATION REQUIREMENTS

WHERE TO SUBMIT

APPLICATIONS MUST BE SUBMITTED THROUGH GRANTS.GOV

Grants.gov Application Submission and Receipt Procedures

This section provides the application submission and receipt instructions for U.S. Department of Energy/National Nuclear Security Administration (DOE/NNSA) program applications. Please read the following instructions carefully and completely.

1. Electronic Delivery

U.S. Department of Energy/National Nuclear Security Administration (DOE/NNSA) is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. U.S. Department of Energy/National Nuclear Security Administration (DOE/NNSA) encourages applicants to submit their applications online through Grants.gov.

2. How to Register to Apply through Grants.gov

a. *Instructions:* Read the instructions below about registering to apply for U.S. Department of Energy/National Nuclear Security Administration (DOE/NNSA) funds. Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

Organizations must have an active System for Award Management (SAM) registration which provides a Unique Entity Identifier (UEI), and Grants.gov account to apply for grants. If individual applicants (those submitting on their own behalf) are eligible to apply for this funding opportunity, they need only refer to steps 2 and 3 below. Creating a Grants.gov account can be completed online in minutes, but SAM registration may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entity's ability to meet required application submission deadlines.

NOTE: Due to the high demand of UEI requests and SAM registrations, entity legal business name and address validations are taking longer than expected to process. Entities should start the UEI and SAM registration process as soon as possible. If entities have technical difficulties with the UEI validation or SAM registration process they should utilize the HELP feature on SAM.gov. SAM.gov will work entity service tickets in the order in which they are received and asks that entities not create multiple service tickets for the same request or technical issue. Additional entity validation resources can be found here: [GSAFSD Tier 0 Knowledge Base - Validating your Entity](#).

Organization registration instructions can be found on Grants.gov:

<https://www.grants.gov/web/grants/applicants/organization-registration.html>

1) *Register with SAM*: All organizations (entities) applying online through Grants.gov must register with the System for Award Management (SAM). Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually. For more detailed instructions for registering with SAM: <https://www.grants.gov/web/grants/applicants/organization-registration.html>

2) *Create a Grants.gov Account*: The next step is to register an account with Grants.gov. Follow the on-screen instructions provided on the registration page.

3) *Add a Profile to a Grants.gov Account*: A profile in Grants.gov corresponds to a single applicant organization the user represents (i.e., an applicant) or an individual applicant submitting on their own behalf. If you work for or consult with multiple organizations, you can have a profile for each organization under one Grants.gov account. In such cases, you may log in to one Grants.gov account to access all your grant profiles. To add an organizational profile to your Grants.gov account, enter the UEI (Unique Entity Identifier) for the organization in the UEI field. If you are an individual applicant submitting on your own behalf, you do not need a UEI to add the profile. For more detailed instructions about creating a profile on Grants.gov: <https://www.grants.gov/web/grants/applicants/registration/add-profile.html>

4) *EBiz POC Authorized Profile Roles*: After you register with Grants.gov and create an Organization Applicant Profile, the request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC authorizes appropriate roles, which may include the AOR role, thereby giving permission to complete and submit applications on behalf of the organization. You will be able to submit your application online any time after you have been assigned the AOR role. For more detailed instructions about creating a profile on Grants.gov: <https://www.grants.gov/web/grants/applicants/registration/authorize-roles.html>

5) *Track Role Status*: To track request: <https://www.grants.gov/web/grants/applicants/registration/track-role-status.html>

b. *Electronic Signature*: When applications are submitted through Grants.gov, the name of the organization applicant with the AOR role that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC of the organization **must** authorize people who are able to make legally binding commitments on behalf of the organization as a user with the AOR role; **this step is often missed and it is crucial for valid and timely submissions.**

3. How to Submit an Application to U.S. Department of Energy/National Nuclear Security Administration via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace.

For an overview of applying on Grants.gov using Workspaces:

<https://www.grants.gov/web/grants/applicants/workspace-overview.html>

1) *Create a Workspace*: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.

2) *Complete a Workspace*: Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission.

The Workspace progress bar will display the state of your application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.

a. *Adobe Reader*: If you decide not to apply by filling out webforms you can download individual PDF forms in Workspace. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.

NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at: <https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>

b. *Mandatory Fields in Forms*: In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.

c. *Complete SF-424 Fields First*: These forms are designed to fill in common required fields across other forms, such as the applicant's name, address, and SAM UEI. Once it is completed, the information will transfer to the other forms.

3) *Submit a Workspace*: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

4) *Track a Workspace Submission*: After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

For additional training resources, including video tutorials:

<https://www.grants.gov/web/grants/applicants/applicant-training.html>

Applicant Support: Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at support@grants.gov. For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist the [INSERT AGENCY NAME] with tracking your issue and understanding background information on the issue.

4. Timely Receipt Requirements and Proof of Timely Submission

a. *Online Submission*. All applications must be received by [INSERT TIME] Eastern time on the due date established for each program. Proof of timely submission is automatically recorded by Grants.gov. An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant with the AOR role who submitted the application will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. This applicant with the AOR role will also receive the official date/time stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

When U.S. Department of Energy/National Nuclear Security Administration (DOE/NNSA) successfully retrieves the application from Grants.gov, and acknowledges the download of submissions, Grants.gov will provide an electronic acknowledgment of receipt of the application to the email address of the applicant with the AOR role who submitted the application. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application. Applications received by Grants.gov after the established due date for the program will be considered late and will not be considered for funding by U.S. Department of Energy/National Nuclear Security Administration (DOE/NNSA).

Applicants using unreliable internet connections should be aware that the process of completing the Workspace can take some time. Therefore, applicants should allow enough time to prepare and submit the application before the package closing date.

Grants.gov will provide either an error or a successfully received submission message in the form of an email sent to the applicant with the AOR role attempting to submit the application.

Section V - APPLICATION REVIEW INFORMATION

A. CRITERIA

1. INITIAL REVIEW CRITERIA

APPLICATION AWARD ELIGIBILITY

Prior to a comprehensive merit evaluation, DOE will perform an initial review to determine that (1) the applicant is eligible for an award; (2) the information required by the funding opportunity announcement has been submitted; and (3) the proposed project is responsive to the objectives of the funding opportunity announcement. Applications that fail to pass the initial review will not be forwarded for merit review and will be eliminated from further consideration.

Applications will be classified in the following Tiers for Review:

- Tier 1: Public 2-year Community/Junior College
- Tier 2: Private 2-year Community/Junior College
- Tier 3: Public 4-year Community/Junior College
- Tier 4: Private 4-year Community/Junior College

2. MERIT REVIEW CRITERIA

a. Technical Merit: Extent to which the proposal addressed the objectives of the MSIPP program as it relates to the topic area selected and the nuclear security enterprise; this should include a solid understanding of the current state of proposed education programs; an analysis of any competing or supplementary efforts; and an understanding of how proposed research is aligned to existing gaps in the field. Capacity and ability of the institution to effectively conduct the program, including the merit of the recruitment and marketing strategies. **(35 points)**

- Likelihood that the proposed technical approach/methods will allow the applicant to achieve the objectives stated in the project narrative and the objectives stated in the FOA.
- Quality of the sustainability plan presented beyond the term of this grant.
- Demonstration of a sound management plan to include managing technical and administrative milestones of the award, financial management, evaluation, reporting, and other pertinent award elements.

b. Strategic Approach for Education, Training and Student Development: Demonstration of a sound education plan with a clear vision and objectives for educating and training students to prepare for transition into the nuclear security enterprise to include institutional support for the program and plans for sustainability. **(35 points)**

- Demonstration of goals to build student capacity in nuclear science related trade labor disciplines.
- Demonstration that the program includes the development of nuclear security enterprise related courses, certificates, degrees or other targeted initiatives for students or the enhancement of existing programs.
- Demonstration of a mechanism for tracking students through the pipeline.
- Opportunities for students to participate in internships, summer research programs, fellowships and other education and career advancement activities.

- c. **Qualifications and Teaming Arrangement:** Qualifications and experience of the proposed principle investigator and key personnel as well as the teaming arrangement proposed to determine the likelihood of successful achievement of the objectives stated in the project narrative and the objectives stated in the FOA. **(30 points)**
- The extent to which the project team has an appropriate mix of skill sets and includes relevant expertise to provide technical direction to and manage a multi-year consortium in collaboration with one Nuclear Security Enterprise collaborator.
 - Institutional commitment and proposed personnel present a sound plan for management of financial resources with effective and appropriate controls including those attributed to indirect costs

3. OTHER SELECTION FACTORS

PROGRAM POLICY FACTORS

The selection official will consider the following program policy factors in the selection process:

REPORTING OF MATTERS RELATED TO RECIPIENT INTEGRITY AND PERFORMANCE (DECEMBER 2015)

DOE, prior to making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) (see 41 U.S.C. 2313).

The applicant, at its option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about itself that a Federal awarding agency previously entered and is currently in the designated integrity and performance system accessible through SAM.

DOE will consider any written comments by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 2 CFR 200.205 - Federal awarding agency review of risk posed by applicants.

B. REVIEW AND SELECTION PROCESS

1. MERIT REVIEW

APPLICATIONS SUBJECT TO MERIT REVIEW

Applications that pass the initial review will be subjected to a merit review in accordance with the guidance provided in the "Department of Energy Merit Review Guide for Financial Assistance." This guide is available at <http://energy.gov/management/office-management/operational-management/financial-assistance> under Financial Assistance Policy and Guidance.

2. SELECTION

SELECTION OFFICIAL CONSIDERATION

The Selection Official will consider the merit review recommendation, program policy factors, and the amount of funds available.

3. DISCUSSIONS AND AWARD

GOVERNMENT DISCUSSIONS WITH APPLICANT (DECEMBER 2014)

The Government may enter into discussions with a selected applicant for any reason deemed necessary, including but not limited to: (1) the budget is not appropriate or reasonable for the requirement; (2) only a portion of the application is selected for award; (3) the Government needs additional information to determine that the recipient is capable of complying with the requirements in 2 CFR part 200 as amended by 2 CFR part 910 [DOE Financial Assistance Regulation]; and/or (4) special terms and conditions are required. Failure to resolve satisfactorily the issues identified by the Government will preclude award to the applicant.

C. ANTICIPATED NOTICE OF SELECTION AND AWARD DATES

SELECTION AND AWARD DATE

DOE anticipates notifying applicants selected for award by the end of January and making awards by the end of August 2023.

AWARD DATE

DOE is striving to make awards within 12 months. The time interval begins on the date applications are due or the date the application is received if there is no specified due date/deadline.

Section VI - AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

1. NOTICE OF SELECTION

SELECTED APPLICANT NOTIFICATION

DOE will notify applicants selected for award. This notice of selection is not an authorization to begin performance. (See Section IV.G with respect to the allowability of pre-award costs.)

NON-SELECTED APPLICANT NOTIFICATION

Organizations whose applications have not been selected will be advised as promptly as possible. This notice will explain why the application was not selected.

2. NOTICE OF AWARD

NOTICE OF AWARD (DECEMBER 2014)

An Assistance Agreement issued by the contracting officer is the authorizing award document. It normally includes either as an attachment or by reference: (1) Special Terms and Conditions; (2) Applicable program regulations, if any; (3) Application as approved by DOE; (4) 2 CFR part 200 as amended by 2 CFR part 910 [DOE Financial Assistance Regulation]; (5) National Policy Assurances To Be Incorporated As Award Terms; (6) Budget Summary; and (7) Federal Assistance Reporting Checklist, which identifies the reporting requirements.

For grants and cooperative agreements made to universities, non-profits and other entities subject to Title 2 CFR, awards made under this funding opportunity should include the government-wide Research Terms and Conditions. A new version of the Terms and Conditions based on the changes to 2 CFR 200 is not yet available. Once the Terms and Conditions become available, they will be located at <http://www.nsf.gov/bfa/dias/policy/rtc/index.jsp>. If an award is made under this funding opportunity before the Terms and Conditions are posted, alternative Terms and Conditions may be included in the award.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. ADMINISTRATIVE REQUIREMENTS (DECEMBER 2014)

The administrative requirements for DOE grants and cooperative agreements are contained in 2 CFR part 200 as amended by 2 CFR part 910 [DOE Financial Assistance Regulation] (See: <http://www.eCFR.gov>).

If an award is made under this funding opportunity before the Terms and Conditions are posted, alternative Terms and Conditions may be included in the award.

UNIQUE ENTITY IDENTIFIER (UEI) AND SAM REQUIREMENTS

All applicants must apply and be approved for a Unique Entity Identifier at www.sam.gov. Additional administrative requirements for DOE grants and cooperative agreements are contained in 2 CFR, Part 25 (See:

<http://www.eCFR.gov>). Prime awardees must keep their data at the System for Award Management (SAM) current at <http://www.sam.gov>.

2. SPECIAL TERMS AND CONDITIONS AND NATIONAL POLICY REQUIREMENTS (DECEMBER 2014)

The DOE Special Terms and Conditions for Use in Most Grants and Cooperative Agreements are located at <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms> under Award Terms.

Intellectual Property Provisions. The standard DOE financial assistance intellectual property provisions applicable to the various types of recipients are located at: <http://energy.gov/gc/standard-intellectual-property-ip-provisions-financial-assistance-awards>

CORPORATE FELONY CONVICTION AND FEDERAL TAX LIABILITY REPRESENTATIONS (MARCH 2014)

In applying in response to this FOA the Applicant represents that:

- (1) It is not a corporation that has been convicted of a felony criminal violation under any Federal law within the preceding 24 months; and
- (2) It is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

For purposes of these representations the following definition applies:

A Corporation includes any entity that has filed articles of incorporation in any of the 50 states, the District of Columbia, or the various territories of the United States [but not foreign corporations]. It includes both for-profit and non-profit organizations.

NONDISCLOSURE AND CONFIDENTIALITY AGREEMENTS REPRESENTATIONS (JUNE 2015)

In applying in response to this FOA the Applicant represents that:

- (1) It does not and will not require its employees or contractors to sign internal nondisclosure or confidentiality agreements or statements prohibiting or otherwise restricting its employees or contractors from lawfully reporting waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
- (2) It does not and will not use any Federal funds to implement or enforce any nondisclosure and/or confidentiality policy, form, or agreement it uses unless it contains the following provisions:
 - a. “These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific

danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.’’

b. The limitation above shall not contravene requirements applicable to Standard Form 312, Form 4414, or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

Notwithstanding provision listed in paragraph (a), a nondisclosure or confidentiality policy form or agreement that is to be executed by a person connected with the conduct of an intelligence or intelligence-related activity, other than an employee or officer of the United States Government, may contain provisions appropriate to the particular activity for which such document is to be used. Such form or agreement shall, at a minimum, require that the person will not disclose any classified information received in the course of such activity unless specifically authorized to do so by the United States Government. Such nondisclosure or confidentiality forms shall also make it clear that they do not bar disclosures to Congress, or to an authorized official of an executive agency or the Department of Justice, that are essential to reporting a substantial violation of law.

INTERIM CONFLICT OF INTEREST POLICY FOR FINANCIAL ASSISTANCE

a. Policy

The DOE interim Conflict of Interest Policy for Financial Assistance (COI Policy) can be found at [PF2022-41 Department of Energy Interim Conflict of Interest Policy Requirements for Financial Assistance | Department of Energy](#). This policy is applicable to all non-Federal entities applying for, or that receive, DOE funding by means of a financial assistance award (e.g., a grant, cooperative agreement, or technology investment agreement) and, through the implementation of this policy by the entity, to each Investigator who is planning to participate in, or is participating in, the project funded wholly or in part under the DOE financial assistance award. DOE’s interim COI Policy establishes standards that provide a reasonable expectation that the design, conduct, and reporting of projects funded wholly or in part under DOE financial assistance awards will be free from bias resulting from financial conflicts of interest or organizational conflicts of interest. The applicant is subject to the requirements of the interim COI Policy and within each application for financial assistance, the applicant must certify that it is, or will be by the time of receiving any financial assistance award, compliant with all requirements in the interim COI Policy. The applicant must flow down the requirements of the interim COI Policy to any subrecipient non-Federal entities.

C. REPORTING

Reporting requirements are identified on the Federal Assistance Reporting Checklist, DOE F 4600.2, attached to the award agreement. The checklist is available at: <http://energy.gov/management/office-management/operational-management/financial-assistance/financial-assistance-forms> under Award Forms.

Other Reporting Requirements

1. The institution must submit a completed Statement of Appointment for each participant appointed or reappointed to the grant for 8 weeks or more. Grantees must submit all required data electronically using the (ORISE) system. More information on (this system) is available at (website). An appointment or reappointment may begin any time during the budget period, but not before the budget period start date of the grant year.

2. A notarized statement verifying citizenship/permanent residency must be submitted with the Statement of Appointment. Individuals with a Permanent Resident status must first meet full (non-conditional) Permanent Residency requirements before receiving support.
3. Termination Notice: Within 30 days of the end of the total support period, the institution must submit a Termination Notice via (ORISE) for each participant appointed for eight weeks or more.

Types of Appointments

- Intern. An enrolled student appointed to and supported by an MSIPP award and working at an NNSA/DOE Site Facility.
- Participant. An enrolled student appointed to and supported by an MSIPP education award.

Application

A “Statement of Appointment” form covers the support of an individual for a particular budget period and is required for each new appointment, reappointment, or amended appointment of an individual receiving stipend, tuition costs, or travel expenses as a recipient of the MSIPP grant. This form may also be used to document the salary and other support provided to an individual as an intern or participant under a development or research education program award in which the institution selects and appoints the individual. The form (which is signed by both the individual and the Program Director) must be completed and submitted to ORISE at the time the individual starts the appointment or reappointment, or, in the case of an amendment as soon as the change occurs. If there are multiple Program Directors on the award, the contact PD should sign

A final RPPR, the expenditure data portion of the Federal Financial Report, and Termination Notices for all Interns and Participants, are required for closeout of an award.

Section VII - QUESTIONS/AGENCY CONTACTS

A. QUESTIONS

Questions regarding the content of the announcement must be submitted through the FedConnect portal. You must register with FedConnect to respond as an interested party to submit questions, and to view responses to questions. It is recommended that you register as soon after release of the FOA as possible to have the benefit of all responses. DOE/NNSA will try to respond to a question within 3 business days unless a similar question and answer have already been posted on the website.

Questions and comments concerning this FOA shall be submitted not later than 10 calendar days prior to the application due date. Questions submitted after that date may not allow the Government sufficient time to respond.

Questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov at 1-800-518-4726 or support@grants.gov. DOE/NNSA cannot answer these questions.

B. AGENCY CONTACT

Name: Betsy Snell, Federal Program Manager

E-mail: msippinfo@nnsa.gov

Section VIII - ATTACHMENTS/REFERENCE MATERIAL

A. ATTACHMENTS/REFERENCE MATERIAL

1. SF-424A DETAILED BUDGET INFORMATION – NON-CONSTRUCTION
2. FINANCIAL ASSISTANCE ENVIRONMENTAL CHECKLIST
3. DATA MANAGEMENT PLAN GUIDANCE