



Department Chair Online Resource Center

Researching the Government Marketplace

David G. Bauer. "Researching the Government Marketplace." *The "How To" Grants Manual: Successful Grantseeking Techniques for Obtaining Public and Private Grants*, 4th ed. Phoenix, AZ: American Council on Education/Oryx Press, 1999, chapter 9.

The government grants marketplace comprises

- Federal funds—grants and contracts received directly from federal agencies.
- State funds—funds from (a) state grant programs that distribute funds generated from state revenues other than federal revenue-sharing monies, and (b) state grant programs that distribute federal grant funds.
- County, borough, and city funds—funds consisting of everything from parking-meter monies to dollars passed down from the state and federal government, for grants to specific geographic or political boundaries.

FEDERAL GRANTS

Federal granting programs are created by Congress through the enactment of public laws and the appropriation of funds. The actual disbursement of these funds follows a systematic progression based on publicly announced rules. Many grantseekers are unaware of how this federal funding system works and, therefore, are unable to take advantage of grant-related announcements and rules published early in the funding process.

When you do not know the system, you are forced to react to a Request for Proposals (RFP) announcement and develop your proposal in a few short weeks. Grantseekers who know the system, however, can develop a proactive approach to seeking funds that alerts them to a deadline four to six months or more in advance.

Since many federal grants have matching funds and other requirements, use the pre-proposal summary and approval form in Chapter 4 (see Exhibit 4.1) to ensure you will have the support of your administration before you invest your time. Almost all federal funding documents use key words and subject areas to categorize granting programs. Therefore, your worksheet on redefining your project (see Chapter 5, Exhibit 5.1) will be useful in your research.

FEDERAL GRANTS RESEARCH FORM

Gathering the information necessary to choose your best federal grant prospect requires persistence. You must make personal contacts, gather data, and analyze the data. Without careful attention to detail, the information you were sure you would remember can easily get lost. As one grantseeker reported in a grants seminar, "The only way I can extort my unusually high salary from my boss is to keep all my grants research and contacts in my head. Nothing is written down, and my boss prays that nothing will ever happen to me!" This is not a good idea because all those contacts and bits of information could be lost.

The key to providing your organization with federal funding is a combination of determination, hard work, and homework. The homework consists of systematic research, record keeping, and follow-up. The federal grants research form (see Exhibit 9.1) will allow you to keep track of the grant programs you investigate (i.e., those that seem like your most logical grant sources) and will prevent your contacts and projects from being lost if anything happens to you. Copy this form and pass out a sufficient number of copies to your grants researchers so that your data gathering will be consistent and complete. Each of the areas on the form will be explained in this chapter. (This form and many of the others in this book are included in the Bauer Associates software package entitled "Grant Winner." For ordering information, see the list of resources available from Bauer Associates at the end of the book.)

For (*Your Project Reference or Title*): _____

CFDA No. _____ **Deadline Date(s):** _____

Program Title: _____ **Gov't. Agency:** _____

- Create a file for each program you are researching and place all information you gather on this program in the file. Use this Federal Grants Research form to Keep a record of the information you have gathered
- Maintain a log of all telephone and face-to-face contacts made with the government agency
- Log all correspondence sent to and received from the agency

Agency Address: _____ **Agency Director:** _____

Telephone Number: _____ **Program Director:** _____

Fax Number: _____ **Name/Title of Contact Person:** _____

Place a check mark next to the information you have gathered and placed in the file.

- Program description from CFDA
- Letter requestion to be put on mailing list
- List of last year's grantees
 - Sent for Received
- List of Last year's reviewers
 - Sent for Received
- Application package Expected Availability date _____
 - Sent for Received
- Comments on rules/final rules from *Federal Register*
- Notice of rules for evaluation from *Federal Register*
- Grant Scoring System—Point allocation for each secton
 Socuce: _____
- Sample funded proposal
- Federal Funding Source Staff Profile (exhibit 10.5)
- Written summary of each contact made

As you look at examples of the resources available on funding opportunities, you will see that information necessary to complete the federal grants research form is readily available. Do not stop with the first few funding sources that sound or look good. Remember, your goal is to locate the best funding sources for your project. Complete your research, then review and rate those funding sources you have identified using the federal funding source evaluation worksheet in Chapter 10 (see Exhibit 10.2).

FEDERAL RESEARCH TOOLS

How do you research and track federal grants? The federal research tools worksheet (see Exhibit 9.2) outlines some of the more useful resources for locating government funds.

EXHIBIT 9.2 Federal Research Tools Worksheet

Name	Description	Where to Get It	Cost	Where to Use it Locally
<i>Catalog of Federal Domestic Assistance</i> (202) 512-1800 Fax (202) 512-2250	The official information on all government programs created by law (see sample entry)	Mail Orders: Supt. Of Documents P.O. Box 371954 Pittsburgh, PA 15250-7950 Online at: www.gsa.gov/fdac/default.htm	Printed Copy: \$72/Year Online: Free access	
<i>Federal Assistance Programs Retrieval System (FAPRS)</i> (202) 708-5126 (800) 669-8331	A retrieval system that uses key words to search CFDA programs that are related to the desired grants area.	Federal Domestic Assistance Catalog Staff (MVS) General Services Administration 300 7 th St., SW Rm. 101 Washington, DC 20407 Or call your congressperson.	Ask your congressperson how to do a FAPRS search. He or she may do it for you at no cost.	
<i>Federal Register</i> (202) 512-1800 Fax (202) 512-2250	Official news publication for the federal government; makes public all meetings, announcements of granting programs, regulations, and deadlines (see sample entry).	Mail Orders to: Supt. Of Documents P.O. Box 371954 Pittsburgh, PA 15250-7954 Online at: www.nara.gov/fedreg/	Printed Copy: \$607/year with indexes, \$555/year without indexes. Online: Free Access	
<i>U.S. Government</i> (202) 512-1800 Fax (202) 512-2250	Official handbook government. Describes all federal agencies and gives names of officials.	Mail Orders to: P.O. Box 371954 Pittsburgh, PA 15250-7954 Online at: www.access.gpo.gov/	Printed Copy: \$41 Online: Free access	

EXHIBIT 9.2 cont'd

Name	Description	Where to Get It	Cost	Where to Use it Locally
<i>Federal Directory</i> (202) 333-8620	Includes names, addresses, and phone numbers of federal government agencies and key personnel.	Carroll Publishing 1058 Thomas Jefferson St., NW Washington, DC 20007	\$300.00 per year	
<i>Commerce Business Daily</i> (202) 512-1800 Fax (202) 512-2250	The mechanism to announce the accepting of bids on government contracts (see sample entry).	Mail Orders to: Supt. Of Documents P.O. Box 371954 Pittsburgh, PA 15250-7954 Online at: cbdnet.access.gpo.gov	Printed Copy: \$275/year to \$324/year depending on type of postage. Online: Free access	
<i>Congressional Record</i> (202) 512-1800 Fax (202) 512-2250	Day-to-day proceedings of the Senate and House of Representative; includes all written information for the record (all grant program money appropriated by Congress).	Supt. Of Documents P.O. Box 371954 Pittsburgh, PA 15250-7954 Online at: www.access.gpo.gov/su_docs/ aces/aces150.html	Mail Orders: \$295/year Online: Free access	
<i>Listing of Government Depository Libraries</i> (202) 783-3238	Locations of public and university libraries that allow free access to government publications like the CFDA.	Chief of the Library Dept. of Public Documents U.S. Government Printing Office Washington, DC 20402 or locate library in your area on the Internet at: www.access.gpogov/su_docs/libpro.html	Free	
Agency Newsletters and Publications, RFPs, and Guidelines	Many federal agencies publish newsletters to inform you about the availability of funds and program accomplishments. You may also request application materials guidelines, and so on.	From agency. See "Regulations, Guidelines, and Literature" in CFDA entry.	Usually Free	

CATALOG OF FEDERAL DOMESTIC ASSISTANCE

The *Catalog of Federal Domestic Assistance* (CFDA), which is published by the federal government, lists over 1,300 granting programs that disseminate approximately \$90 billion in grants annually. The catalog is provided free of charge to at least two federal depository libraries in every congressional district. If you prefer to work with a hard copy, consider locating and using one of these copies instead of purchasing your own. For those of you with Internet access, the CFDA is available in a free computer-accessible version.

Many colleges, universities, and large nonprofit organizations subscribe to grants databases to research federal grants opportunities. Subscribers pay a fee for access, but these databases often offer more user-friendly, faster ways to get to the best federal sources. Many have an automatic function that periodically scans the database for sources related to the grantseeker's key search terms and alerts the grantseeker of the most current opportunities. More information on these databases will follow. However, be aware that most of these databases provide abbreviated descriptions of the federal grant programs. Therefore, you will still need to access the CFDA to develop a full description of a prospective grantor's program.

Using the Hard Copy Version of the CFDA. If you choose to use the hard copy version of the CFDA, you should first familiarize yourself with its indexes. The following indexes are included:

- **Agency Program Index:** Although difficult to use to search for grant sources, provides information on the agencies administering programs in the catalog, including codes for the types of assistance each agency program provides.
- **Applicant Eligibility Index:** Allows you to look up a program to see whether you are eligible to apply. Because you must already know of the program to use this index, it is not a great help in identifying sources.
- **Deadline Index:** Enables you to look up the deadline dates for programs to see whether the programs have a single or multiple deadline system.
- **Functional Index:** Groups programs into 20 broad functional categories, such as agriculture and education, and 176 subcategories.
- **Subject Index:** The most commonly used index, since most people express their interests according to subject.

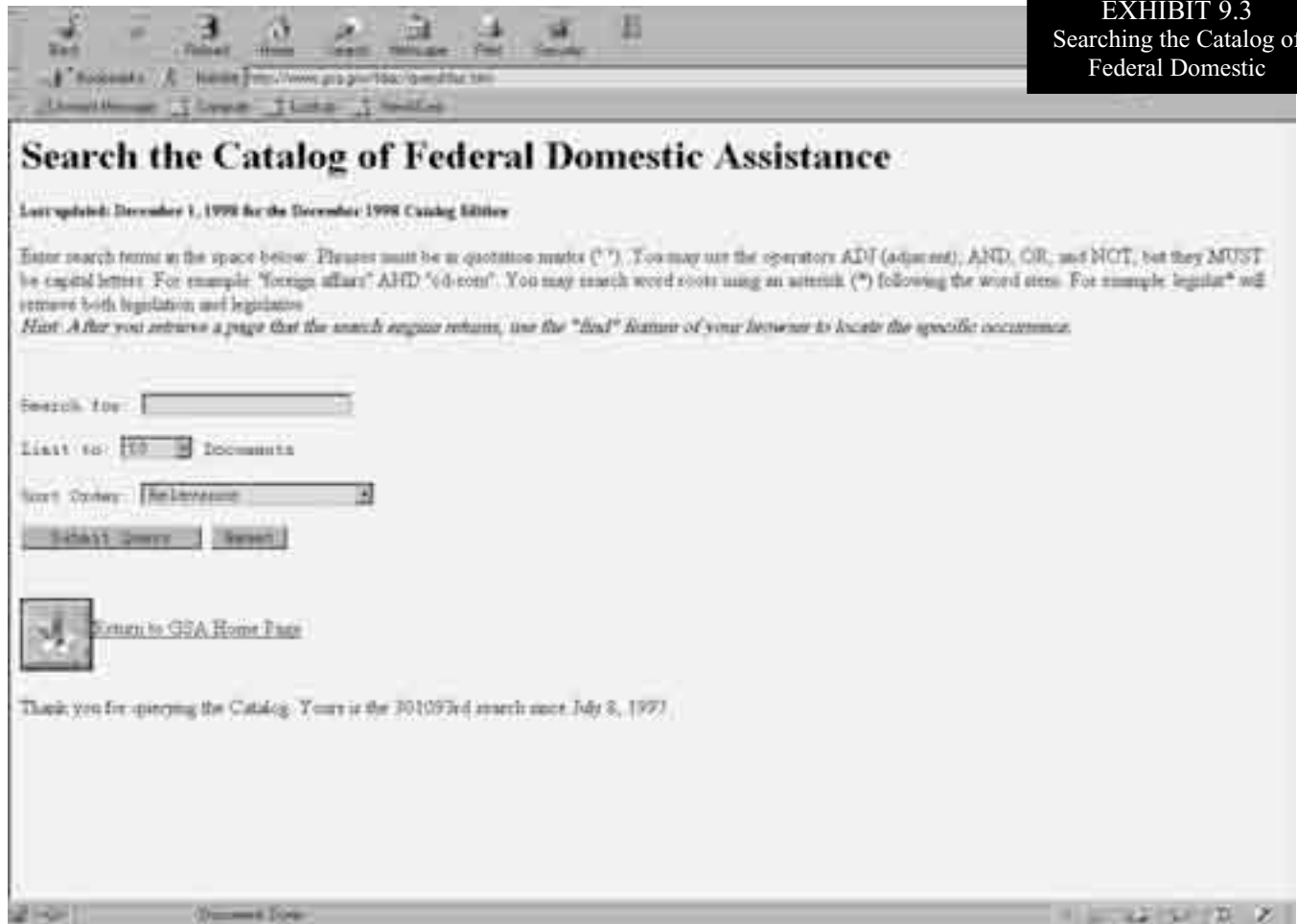
Users should also be aware of the following lists:

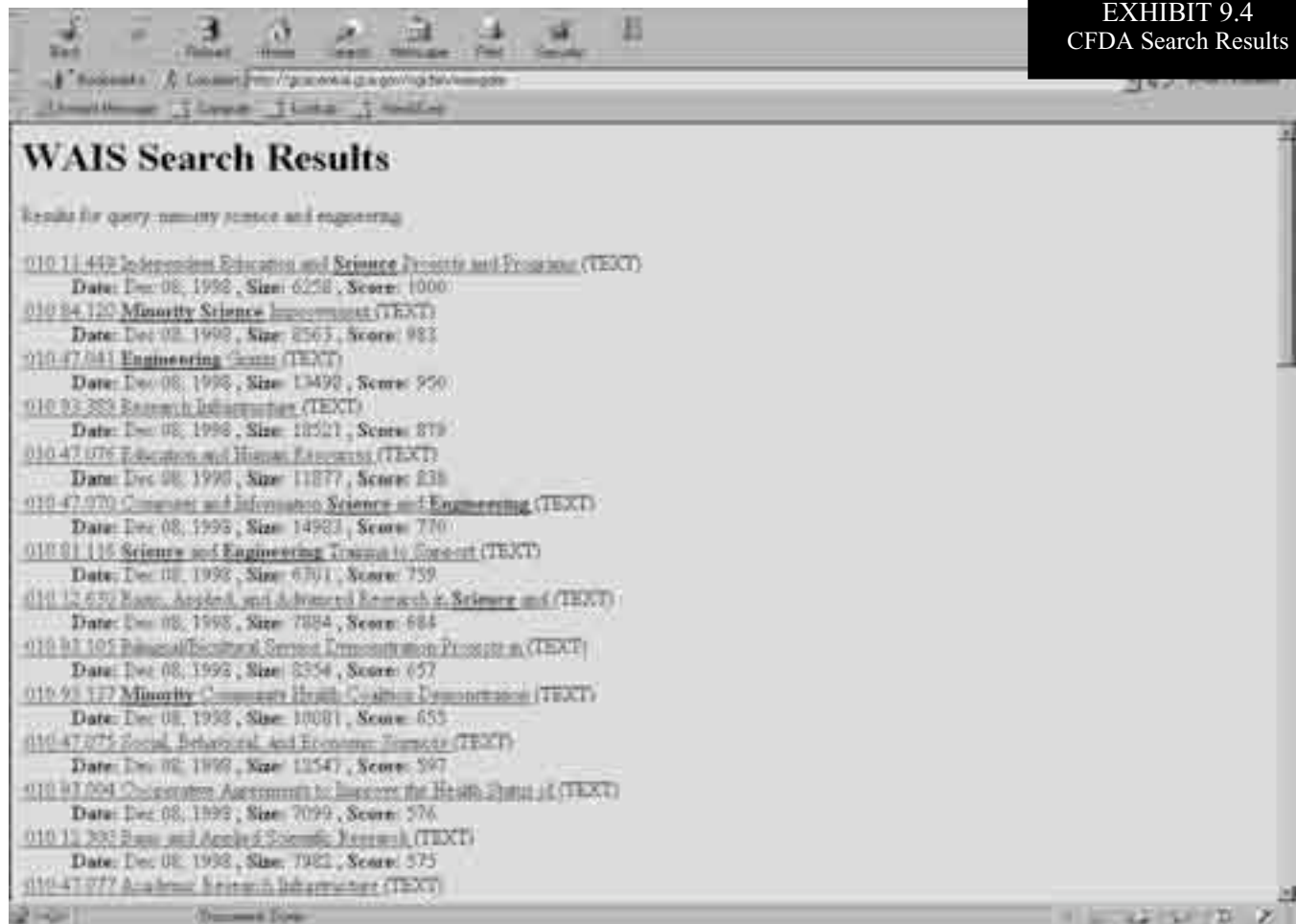
- Deleted Programs List: Identifies the programs that have been deleted since the previous edition of the catalog.
- Added Programs List: Identifies the programs that have been added since the previous edition of the catalog.
- Crosswalk of Changes to Program Numbers and Titles: Lists programs that have undergone a title or number change since previous edition of the catalog.

When using the print version of the CFDA, compare your key words and redefinition sheets to entries in the agency index and the subject index, and select those programs that you believe will be interested in your project idea. Briefly outline the sources on your federal grants research forms. Be sure to write down the CFDA number that references the program, and make a copy of the full CFDA entry.

Accessing and Using the CFDA on the Internet. The CFDA can most easily be accessed on the Internet at www.gsa.gov/fdac/default.htm. Once you have gained access to the web site, click "Query the Catalog" to perform a search, then follow the instructions on the screen. In the sample search (see Exhibit 9.3) for programs interested in minority science and engineering, the grantseeker has limited the number of documents to 50 and asked the program to sort by relevance. Search results are shown in Exhibit 9.4. By clicking one of the programs listed on the search results, the grantseeker can retrieve a CFDA description of the program like that shown in Exhibit 9.5.

EXHIBIT 9.3
Searching the Catalog of
Federal Domestic





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:010 84.120 **Minority Science** Improvement

:020 (MSIP)

:030 FEDERAL AGENCY: OFFICE OF ASSISTANT SECRETARY FOR POSTSECONDARY EDUCATION,
DEPARTMENT OF EDUCATION

:040 AUTHORIZATION: Higher Education Act of 1965, Title X, Part B, Subpart 1, as amended, 100 Stat. 1561, 20 U.S.C. 1135b, 1135c, 1135d.

:050 OBJECTIVES: To (1) effect long-range improvement in **science** and **engineering** education at predominantly **minority** institutions and (2) increase the participation of underrepresented ethnic minorities, particularly **minority** women, in scientific and technological careers.

:060 TYPES OF ASSISTANCE: Project Grants.

:070 USES AND USE RESTRICTIONS: Grant funds may be used for paying costs necessary for improving and maintaining high quality **science** and **engineering** education programs in **minority** postsecondary institutions, including salaries and wages, equipment and instructional materials and supplies, travel related to the project activities faculty development, and other direct and indirect costs.

:080 ELIGIBILITY REQUIREMENTS:

:081 Applicant Eligibility: Private and public accredited two-and-four-year institutions of higher education whose total enrollments are predominantly (50 percent or more) American Indian; Alaskan Native; Black, not of Hispanic origin; Hispanic (including persons of Mexican, Puerto Rican, Cuban, and Central or South American origin); Pacific Islander; or any combination of these or other ethnic minorities who are underrepresented in **science** and **engineering** may apply. Applications may also be submitted by professional scientific societies, and all nonprofit accredited colleges and universities which will render a needed service to a group of MSIP-eligible institutions or provide in-service training for project directors, scientists and engineers from eligible **minority** institutions.

:082 Beneficiary Eligibility: Private and public accredited two-and-four-year institutions of higher education whose total enrollments are predominantly (50 percent or more) American Indian; Alaskan Native; Black, not of Hispanic origin; Hispanic (including persons of Mexican, Puerto Rican, Cuban, and Central or South American origin); Pacific Islander; or any combination of these or other ethnic minorities who are underrepresented in **science** and **engineering** will benefit. Also nonprofit science-oriented organizations, professional scientific societies, and all nonprofit accredited colleges and universities will benefit.

:083 Credentials/Documentation: Institutions must provide the information necessary to establish their eligibility for participation in MSIP. The data on enrollment furnished to the Office for Civil Rights to satisfy requirements for the "Fall Enrollment and Compliance Report of Institutions of Higher Education" are acceptable. Applications must be signed by the project director(s), the relevant department head(s), and by an authorized organizational official. This program is excluded from coverage under OMB Circular No. A-97.

:090 APPLICATION AND AWARD PROCESS:

:091 Preapplication Coordination: The standard application forms as furnished by the Federal agency and required by OMB Circular No. A-102 must be used for this program. This program is eligible for coverage under E.O. 12372, "Intergovernmental Review of Federal Programs." An applicant should consult the office or official designated as the single point of contact in his or her State for more information on the process the State requires to be followed in applying for assistance, if the State has selected the program for review.

:092 Application Procedure: By submission of a formal application

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describing the planned project and proposed amount of the grant. See 34 CFR 637 and the specific program guidelines. Application forms are provided by MSIP. This program is subject to the provisions of OMB Circular No. A-110.

:093 Award Procedure: Panels of outside experts with knowledge of the fields covered by the application review all applications. Grant awards are recommended to the Secretary by the program office, in the order of merit.

:094 Deadlines: Deadlines are published in the Federal Register.

:095 Range of Approval/Disapproval Time: From three to six months.

:096 Appeals: None.

:097 Renewals: Not applicable.

:100 ASSISTANCE CONSIDERATIONS:

:101 Formula and Matching Requirements: The program suggests that some institutional contribution be included as part of program support. However, by law, this program has no matching requirements.

:102 Length and Time Phasing of Assistance: One to three years. Funds are awarded annually and disbursed as required.

:110 POST ASSISTANCE REQUIREMENTS:

:111 Reports: The program requires interim performance reports from directors of projects having duration of more than one year at the end of each budget year's activities. A substantive performance and financial report is required within 90 days upon completion of the project for all funded projects.

:112 Audits: Compliance with standard Department of Education requirements.

:113 Records: Grantees are required to maintain standard programmatic and financial records. Records are subject to inspection during the life of the grant and for three years thereafter.

:120 FINANCIAL INFORMATION:

:121 Account Identification: 91-0201-2-1-502.

:122 Obligations: (Grants) FY 97 \$5,255,000; FY 98 est \$5,255,000; and FY 99 est \$7,500,000.

:123 Range and Average of Financial Assistance: Average award in 1997 was: \$140,000 for Institutional; \$250,000 for Cooperative; \$14,000 for Design Projects; and \$23,000 for Special Projects.

:130 PROGRAM ACCOMPLISHMENTS: In fiscal year 1997, approximately 68 awards were made.

:140 REGULATIONS, GUIDELINES, AND LITERATURE: Program regulations are found in the Federal Register published October 16, 1981 (Vol. 16, No. 200); amendments to the regulations are found in the Federal Register published November 12, 1987 (Vol. 52, No. 218) and November 18, 1992 (Vol. 57, No. 223), respectively. Project abstracts for fiscal years 1990-1993, guidelines for preparation of applications and operation of projects are available, at no cost, from the program.

:150 INFORMATION CONTACTS:

:151 Regional or Local Office: Not applicable.

:152 Headquarters Office: Institutional Development and Undergraduate Education Service, Office of Postsecondary Education, Department of Education, Washington, DC 20202-5251. Contact: Argelia Velez-Rodriguez. Telephone: (202) 260-3261. Use the same number for FTS. Fax: (202)

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401-7532; E-mail: Argelia-Velez-Rodriguez@ed.gov

:160 RELATED PROGRAMS: 84.031, Higher Education_Institutional Aid; 84.116, Fund for the Improvement of Postsecondary Education.

:170 EXAMPLES OF FUNDED PROJECTS: (1) A project is supporting a consortium of two historically Black institutions to substantially increase the use and effectiveness of computer-assisted instruction (CAI) materials at the cooperating institutions and other **minority** institutions nationwide. (2) Another cooperative project is supporting two institutions, a historically Black college and a non-**minority** university from the northeast, to develop a Comprehensive Interfaced Computerized Instructional System for Mathematics, Statistics and Computer Literacy. (3) A project is supporting a university in South Texas with a predominantly Mexican-American student population to implement an undergraduate student research apprenticeship/faculty researcher mentorship program. (4) One project is assisting a Native American institution to develop eighteen mobile **science** laboratory experiences to deliver two basic **science** courses to students living in the Standing Rock Sioux Indian reservation. (5) A project is supporting a non-**minority** university in California to improve a pre-college enrichment program for **minority** youngsters.

:180 CRITERIA FOR SELECTING PROPOSALS: Decisions are based primarily on the scientific and educational merits of described activities and conformance with the objectives of the program. Priority is given to applicants which have not previously received funding from the **Minority Science** Improvement Program and to previous grantees with a proven record of success, as well as to proposals that contribute to achieving balance among projects with respect to geographic region, academic discipline and project type.

Reading the CFDA. A sample CFDA entry (see Exhibit 9.5) has been included to show the information provided in this valuable resource. In the sample, CFDA Number 84.120, Minority Science Improvement, the numbers that appear next to the left margin can be used as reader's aids. These numbers appear in the actual online CFDA document.

:010 PROGRAM NUMBER AND TITLE

:030 FEDERAL AGENCY: This is the branch of government administering the program, which is not much help to you except as general knowledge or for looking up programs and agencies in the *United States Government Manual*.

:040 AUTHORIZATION: You need this information to fill out some program applications and/or to look up the testimony and laws creating the funding (for the "hard-core" researcher and grantseeker only).

:050 OBJECTIVES: Compare these general program objectives to your project. Do not give up if you are off the mark slightly; contact with the funding source may uncover new programs, changes, or hidden agendas.

:060 TYPES OF ASSISTANCE: Review and record the general type of support from this source, and then compare the information to your project definition.

:070 USES AND USE RESTRICTIONS: Compare your project to this description of eligible projects.

:080 ELIGIBILITY REQUIREMENTS: Be sure your organization is designated as a legal recipient. If it is not, find an organization of the type designated and apply as a consortium or under a cooperative arrangement. Determine whether your project can benefit those that the program is intended to benefit.

:090 APPLICATION AND AWARD PROCESS: Review this information and record it on your federal grants research form. Do not let the deadline data bother you. If the award cycle has passed, you should still contact the agency and position yourself for the following year by asking for copies of old applications and a list of current grantees and by requesting to be a reviewer.

:100 ASSISTANCE CONSIDERATIONS: Record any information on any match you are required to provide. This will be useful in evaluating funding sources. Matching requirements may eliminate some funding sources from your consideration. In addition, assistance considerations will help you develop your project planner (see Chapter 11). When you know about matching requirements in advance, you can identify what resources your organization will be required to provide.

- :110 POST ASSISTANCE REQUIREMENTS: This section provides you with performance report, audit, and record requirements.
- :120 FINANCIAL INFORMATION: This section gives you an idea of what funds the agency program may have received, but do not take the information here as the last word. One entry I reviewed said the funding agency had \$3 million for research. When contacted, the agency had over \$30 million to disseminate under the program described and similar ones in the CFDA. Refer to the entry, but investigate it further.
- :130 PROGRAM ACCOMPLISHMENTS: This section provides you with information on how many and what types of projects were funded in the previous fiscal year.
- :140 REGULATIONS, GUIDELINES, AND LITERATURE: Record and send for any information you can get on the funder.
- :150 INFORMATION CONTACTS: Record and use to begin contacting funders as outlined in this book. If provided, note the name and phone number of the contact person. While the contact person or phone number may have changed, you at least will have a place to start.
- :160 RELATED PROGRAMS: Some CFDA entries include suggestions of other programs that are similar or related to your area of interest. While these suggestions are usually obvious and you may have already uncovered the programs in your research, review this section for leads.
- :170 EXAMPLES OF FUNDED PROJECTS: Compare your project with those listed and asked yourself how it fits in.
- :180 CRITERIA FOR SELECTING PROPOSALS: Review and record the information here. Criteria are frequently listed with no regard to their order of importance and lack any reference to the point values that they will be given in the review. Therefore, you should also obtain the rules from the *Federal Register*, the agency publication, or a past reviewer.

After reviewing the CFDA entries, select the best government funding program for your project. Contact the federal agency by using the information listed under ":150 Information Contacts."

FEDERAL REGISTER

The *Federal Register* is the newspaper of the federal government. To make legal notices on a great variety of federal issues official, the government must publish notices in the *Federal Register*. Likewise, the creation of new government granting programs must be published in the *Federal Register*; rules to evaluate proposals are also printed there. The hard copy of this government publication is provided free of charge to at least two federal depository libraries in your congressional district. Locate your nearest source. It can also be accessed for free through the Internet at www.nara.gov/fedreg. Frequent and heavy users of the *Federal Register* may be interested in obtaining a CD-ROM version of the *Register*. The electronic CD-ROM versions allow for fast and easy searching by agency, title fields, and key words, and provides tables of contents and summaries of the last six months of rules and regulations. (See *Dialog OnDisc: Federal Register* in the list of resources for further information.)

Once you have used the CFDA to select the best government funding program for your project, phone, fax, or e-mail the contact listed in the CFDA entry to find out the day(s) the *Federal Register* published notices, proposed rules, and/or final rules and regulations regarding the program you are interested in. Ask for the volume(s), the number(s), the issue date(s), and the page(s). The more information you have, the easier it will be for you to locate the information you are looking for.

You can do a simple search of the *Federal Register* online for the information you need. In the sample search shown in Exhibit 9.6, the grantseeker asked to search the December 29, 1998, *Federal Register* for notices related to minority science and engineering. Search results are shown in Exhibit 9.7. By clicking on the first hit listed on the search results, the grantseeker retrieved the notice inviting applications for new awards for fiscal year 1999 under the Minority Science and Engineering Improvement Program, CFDA Number 84.120A (see Exhibit 9.8). This particular notice describes the purpose of the program, eligibility criteria, and applicable regulations. However, contents of notices do vary.

As you can see in Exhibit 9.6, "Notices" is not the only section of the *Federal Register* that can be searched. Grantseekers can also look at "Contents and Preliminary Pages," "Final Rules and Regulations," "Proposed Rules," "Presidential Documents," "Sunshine Act Meetings," "Reader Aids," and "Corrections."

EXHIBIT 9.6
Searching the Federal Register Online

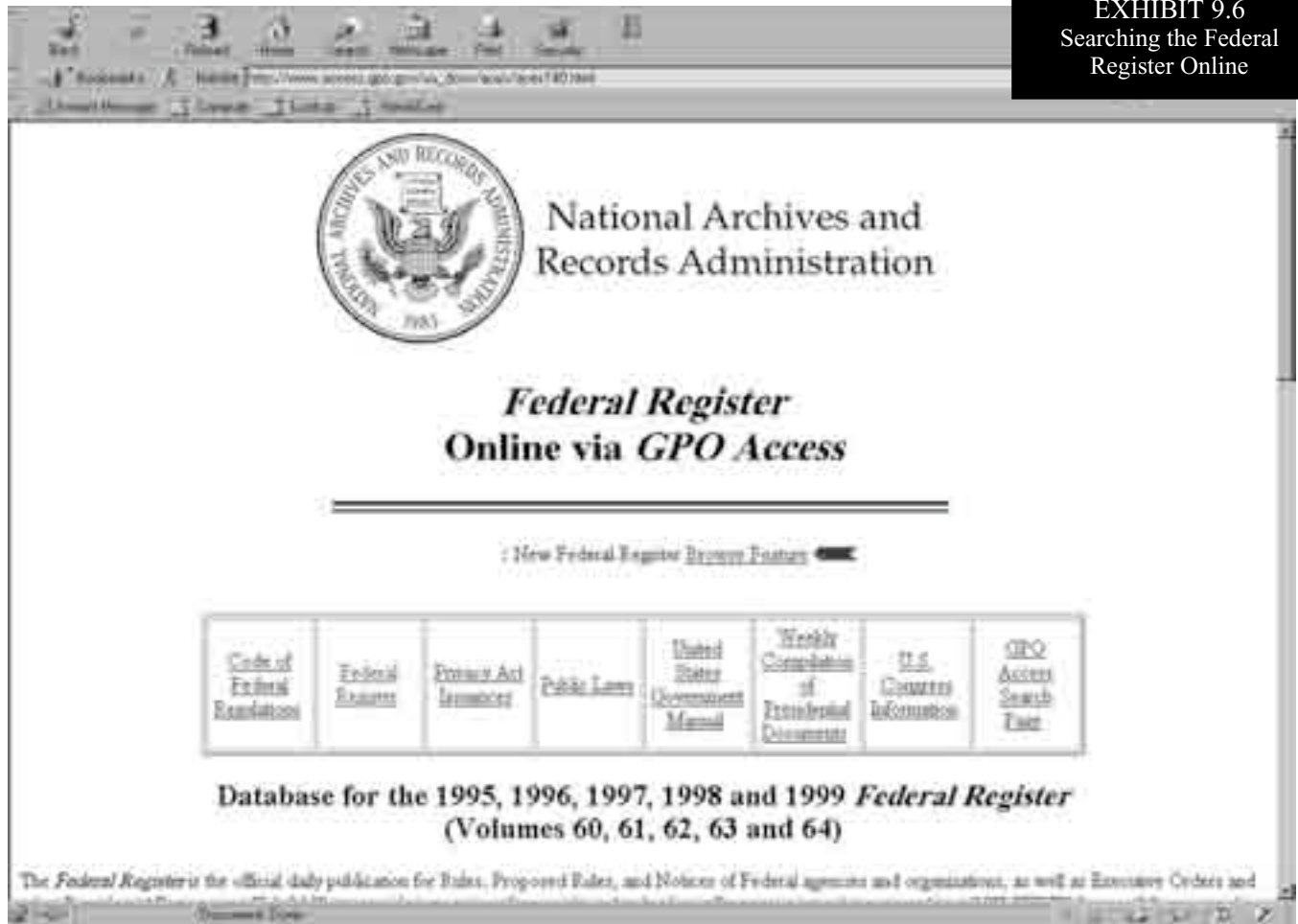


EXHIBIT 9.7
Federal Register Search
Results

The screenshot shows a web browser window with the address bar displaying "http://www.gpo.gov/fedreg/". The page title is "Federal Register Search Results". The search criteria are "Search Database: Federal Register, Volume 64 (1999)" and "For: 'MINORITY SCIENCE AND ENGINEERING'". The results show a total of 40 hits. The first five results are listed below:

- [1] fr23fe99N SES Positions That Were Career Reserved During 1998
Size: 441293, Score: 1000. [TEXT](#). [PDF](#). [SUMMARY](#)
- [2] fr11ja99N Office of Science Financial Assistance Program Notice 99-06;
Size: 31979, Score: 474. [TEXT](#). [PDF](#). [SUMMARY](#)
- [3] fr01fe99N Office of Science Financial Assistance Program Notice 99-14; Low
Size: 48299, Score: 332. [TEXT](#). [PDF](#). [SUMMARY](#)
- [4] fr15ja99N Notice of Intent To Seek Approval To Reinstates Without Revision
Size: 13468, Score: 289. [TEXT](#). [PDF](#). [SUMMARY](#)
- [5] fr03ma99N Office of Science Financial Assistance Program Notice 99-15;
Size: 18970, Score: 254. [TEXT](#). [PDF](#). [SUMMARY](#)

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[Federal Register: December 29, 1998 (Volume 63, Number 249)]
[Notices]
[Page 71625-71626]
From the Federal Register Online via GPO Access [wais.access.gpo.gov]
[DOCID: fr29de98-42]

DEPARTMENT OF EDUCATION

[CFDA No. 84.120A]

Minority Science and Engineering Improvement Program

AGENCY: Department of Education.

ACTION: Notice inviting applications for new awards for fiscal year 1999 under the **Minority Science and Engineering** Improvement Program.

Purpose of Program

The **Minority Science and Engineering** Improvement Program (MSEIP) is designed to effect long-range improvement in **science** education at predominantly **minority** institutions and to increase the flow of underrepresented ethnic minorities, particularly **minority** women, into scientific careers.

Eligibility for Grants

With the October 7, 1998 enactment of the Higher Education Amendments of 1998, Pub. L. 105-244, the criteria for eligibility for grants under MSEIP were amended. Congress also relocated MSEIP from Title X to Title III of the Higher Education Act of 1965 (HEA). Under section 361 of the HEA, as now amended, eligibility for grants is now defined as follows:

Eligibility to receive grants under this part is limited to--

- (1) Public and private nonprofit institutions of higher education that:
 - (A) Award baccalaureate degrees; and
 - (B) Are **minority** institutions;
- (2) Public or private nonprofit institutions of higher education that:
 - (A) Award associate degrees; and
 - (B) Are **minority** institutions that:
 - (i) Have a curriculum that includes **science** or **engineering** subjects; and
 - (ii) Enter into a partnership with public or private nonprofit institutions of higher education that award baccalaureate degrees in **science** and **engineering**;
- (3) Nonprofit **science**-oriented organizations, professional scientific

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societies, and institutions of higher education that award baccalaureate degrees, that:

- (A) Provide a needed service to a group of **minority** institutions; or
- (B) Provide in-service training for project directors, scientists, and engineers from **minority** institutions; or
- (4) Consortia of organizations, that provide needed services to 1 or more **minority** institutions, the membership of which may include:
 - (A) Institutions of higher education which have a curriculum in **science** and **engineering**;
 - (B) Institutions of higher education that have a graduate or professional program in **science** or **engineering**;

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- (C) Research laboratories of, or under contract with, the Department of Energy;
- (D) Private organizations that have **science** or **engineering** facilities; or
- (E) Quasi-governmental entities that have a significant scientific or **engineering** mission.

Section 365(4) was also amended to include behavioral sciences in the definition of **science** programs that can be supported.

Deadline for Application Transmittal: March 5, 1999.

Application Available: January 5, 1999.

Eligible Applicants: (a) For institutional, design, and special projects described in 34 CFR 637.14 (a), (b), and (c)--public and nonprofit private **minority** institutions as defined in section 361 (1) and (2) of the HEA.

(b) For special projects described in 34 CFR 637.14 (b) and (c)--non-profit organizations, institutions, and consortia as defined in section 361 (3) and (4) of the HEA.

(c) For cooperative projects described in 34 CFR 637.15--groups of nonprofit accredited colleges and universities whose primary fiscal agent is an eligible minority institutions as defined in 34 CFR 637.4(b).

Note: A **minority** institution is defined in 34 CFR 637.4(b) as an accredited college or university whose enrollment of a single minority group or combination of **minority** groups, as defined in 34 CFR 637.4(b), exceeds 50 percent of the total enrollment.

Estimated Range and Average Size of Awards: The amounts referenced below are advisory and represent the Department's best estimates at this time. The average size of an award is the estimate for a single-year project or for the first budget period of a multi-year project.

Institutional

Estimated Range of Awards: \$100,000-\$200,000.

Estimated Average Size of Awards: \$120,000.

Estimated Number of Awards: 22.

Design

Estimated Range of Awards: \$15,000-\$20,000.

Estimated Average Size of Awards: \$18,000.

Estimated Number of Awards: 4.

Special

Estimated Range of Awards: \$20,000-\$150,000.

Estimated Average Size of Awards: \$25,000.

Estimated Number of Awards: 11.

Cooperative

Estimated Range of Awards: \$20,000-\$500,000.

Estimated Average Size of Awards: \$280,000.

Estimated Number of Awards: 4.

Applicable Regulations

Regulations applicable to this program are (a) The Education Department General Administrative Regulations (EDGAR) in 34 CFR parts 74, 75, 77, 79, 83, 85, and 86; and (b) The regulations in 34 CFR part 637, except for 34 CFR 637.2 which has been superseded by section 361 of the HEA, as amended.

Note: The regulations in 34 CFR part 86 apply to institutions of higher education only.

Project Period: Up to 36 months.

For Application or Information Contact: Mr. Kenneth Waters or Ms. Deborah Newkirk, Institutional Development and Undergraduate Service, U.S. Department of Education, 600 Maryland Avenue, SW (Portals CY-80), Washington, DC 20202-5335. Telephone: 202/708-9926 or by Internet to deborah_newkirk@ed.gov. The government encourages applicants to FAX

requests for applications to 202/401-7532.

Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information Relay Service (FIRS) at 1-800/877-8339 between 8:00 a.m. and 8:00 p.m., Eastern Time, Monday through Friday.

Individuals with disabilities may obtain this document in an alternate format (e.g., Braille, large print, audiotape, or computer diskette) on request to the contact person listed in the preceding paragraph. However, the Department is not able to reproduce in an alternate format the standard forms in the application package.

Electronic Access to This Document

Anyone may view this document, as well as all other Department of Education documents published in the Federal Register in text or portable document format (pdf) on the World Wide Web at either of the following sites:

<http://ocfo.ed.gov/fedreg/htm>

<http://www.ed.gov/news.html>

To use the pdf you must have the Adobe Acrobat Reader Program with Search, which is available free at either of the previous sites. If you have questions about using the pdf, call the U.S. Government Printing Office toll free at 1-888/293-6498.

Program Authority

Sections 301 (a), (b), and 307 of the Higher Education Amendments of 1998, Public Law 105-244, 112 Stat. 1581.

Dated: December 22, 1998.

David A. Longanecker,
Assistant Secretary for Postsecondary Education.
[FR Doc. 93-34332 Filed 12-28-98; 8:45 am]
BILLING CODE 4000-01-P

COMMERCE BUSINESS DAILY (CBD)

The *Commerce Business Daily* provides information regarding government procurement through contracts. Published daily Monday through Friday, CBD lists all available contracts in excess of \$25,000. Thousands of separate contracting offices and countless grant programs advertise over billions in government contracts each year. The successful bidders are listed in the back section of each issue.

Many successful nonprofit organizations have used the list of successful bidders to develop subcontracts and form consortia. Through subcontracts and consortia, these organizations are able to build a track record and gain familiarity with both the contracts process and federal contract offices. The CBD also advertises notices of meetings that assist bidders in developing insight into upcoming contracts. To subscribe to the printed *Commerce Business Daily*, contact Superintendent of Documents, P.O. Box 371954, Pittsburgh, PA 15250-7954, (202) 512-1800, Fax (202) 512-2250. Each congressional district has at least two libraries designated as federal depositories that receive the CBD daily at no charge. The CBDNet is the government's official free electronic version of CBD. CBDNet is provided through an alliance of the U.S. Department of Commerce and U.S. Government Printing Office, and can be accessed at <http://cbdnet.access.gpo.gov>.

GRANTS DATABASES

Federal Assistance Programs Retrieval System (FAPRS)

The *Federal Assistance Programs Retrieval System* (FAPRS) is an online, menu-driven system that offers complete text searching of the CFDA. FAPRS can be accessed through a personal computer with a Hayes-compatible modem and communications software. FAPRS is provided on a cost-reimbursable basis, and registration for online searching is required. Online searches of FAPRS also are performed by public access points. All states have designated access points where FAPRS searches may be requested. In addition, bulletins on FAPRS are available from the system to inform users of the addition or deletion of programs, changes to program numbers from one edition of the CFDA to the next, and enhancements and changes to the system. A packet of information which lists the public access points and describes the system is available from the Federal Domestic Assistance Catalog Staff at the General Services Administration, 300 7th Street SW, Ground Floor, Reporters Building, Washington, DC 20407, (202) 708-5126, <http://www.gsa.gov/fdac>. Your congressperson can also assist you in finding out where you can obtain an FAPRS search in your area.

GrantSelect

GrantSelect is a complete grants database available on the World Wide Web (WWW). Updated daily, it provides information on more than 10,000 funding programs available from over 3,400 federal, state, and local agencies; nonprofit organizations; foundations; and corporations in the United States and Canada. Grantseekers can subscribe to the entire research grants database or to any of five special segments: children and youth, health care and biomedical, arts and humanities, K–12 schools and adult basic education, and community development. The database also features an alert service that searches the database nightly and notifies the grantseeker via e-mail of any new funding opportunities within his or her area of interest. This service is available by itself or can be purchased with database access. *GrantSelect* has a flat fee, regardless of the size of purchasing institution. To preview excerpts from the *GrantSelect* database visit <http://www.higheredconnect.com/grantselect>. For further information, call the Oryx Press at (800) 279-6799.

GrantScape CFDA

GrantScape CFDA is an electronic edition of the *Catalog of Federal Domestic Assistance* and includes the full text of all federal grant programs included in the CFDA. The material has been built into a special personal computer format called an information database or infobase. Users simply load the disks into their hard drives and search for the information. The database is available in Windows, Mac, or DOS. It can be purchased for a flat fee in either a single-user version or a multi-user version (up to eight users). There are no fee-per-minute or additional charges. For more information, contact Aspen Publishers, Inc., at (800) 638-8437 or visit <http://www.aspenpub.com>.

Sponsored Programs Information Network (SPIN)

Originally developed by the Research Foundation of the State University of New York (SUNY), SPIN is a database that contains profiles on thousands of national and international funding opportunities from government and private sources. This fee-based system is used by over 700 institutions worldwide. Also available is SPIN.PLUS, which is composed of three modules: SPIN (funding opportunities database), GENIUS (searchable expertise profile system that currently contains faculty CVs and will eventually be expanded to contain facilities and institutional profiles), and SMARTS (a program that matches the profiles with the funding opportunities and delivers automatic daily updates). The SMARTS service is aimed at helping investigators keep current on new funding opportunities, new and approaching deadlines, and sponsor updates, and administrators on who is getting what "hits." Contact InfoEd International by calling (800) 727-6427 or find out more about their products by visiting <http://www.infoed.org/products.stm>.

Illinois Researcher Information Service Database (IRIS)

Compiled by the University of Illinois at Urbana-Champaign, the IRIS database contains records on over 7,700 federal and nonfederal funding opportunities in the sciences, social sciences, arts, and humanities. The database is updated daily and is available in WWW and Telnet versions. It is available to colleges and universities for an annual subscription fee. The *IRIS Alert Service* and *IRIS Expertise Service* are also available. The alert service allows subscribers to create personal IRIS search profiles and receive funding alerts automatically. The expertise service enables users to create detailed electronic CVs and post them to the WWW for perusal by colleagues at other institutions, program officers at federal and private funding agencies, and technology transfer departments in private companies. You can arrange a free trial period for your institution by contacting the IRIS office at (217) 333-0284 or visiting <http://www.library.uiuc.edu/iris/>

Community of Science (COS)

The Community of Science (COS) is a global registry of information about scientists and the funding of science, and is designed to meet the needs of the research and development community. The COS system includes:

- The *COS Expertise* database that connects academic and corporate researchers via the Internet.
- The *COS Funding Alert* that provides the user with weekly e-mail updates concerning funding opportunities in the user's area of interest.
- The *COS Funding Opportunities* database that includes sources of funding from government, foundations, corporations, and other organizations.

COS Funding Opportunities is included with fee-based membership in the Community of Science. Other institutions may purchase unlimited COS Funding Opportunities access for a fixed annual subscription fee. Subscription pricing is determined by the amount of external research funding your institution manages. To receive more information about the Community of Science and its products, call (410) 563-2378 or [visit http://www.cos.com](http://www.cos.com).

Federal Information Exchange Database (FEDIX)

FEDIX is a free online database of federal grant and research opportunities for the education and research communities. Other online services provided by the Federal Information Exchange in cooperation with the U.S. Department of Energy include the *FEDIX Opportunity Alert*, an e-mail alert service that allows users to automatically receive announcements of opportunities within their area of

interest, and MOLIS, an online database of 164 minority institutions that can be used by federal agencies to identify peer reviewers and by majority institutions to identify possible collaborations and subcontracts. For more information, visit the FEDIX home page at <http://www.fie.com> or call (800) 875-2562.

Federal Agency Internet Mailing Lists

Several federal agencies have established Internet mailing lists to electronically disseminate news about their activities and services. You can subscribe to these listservs to help keep up to date on federal funding opportunities. The following is a list of some of the federal agencies that provide this type of service.

- National Science Foundation (NSF)—NSF has created the Custom News Service to provide you with a weekly summary of all new documents posted on the NSF web site. It also has a personal profile component and an e-mail funding alert service. You can subscribe to the Custom News Service at <http://www.nsf.gov/home/cns/start.htm>.
- National Institutes of Health (NIH)—The National Institutes of Health will automatically send subscribers each issue of the *NIH Guide* or its table of contents. Listserv names are
 - *NIHGDE-L*—*NIH Guide to Grants and Contracts*
 - *NIHTOC-L*—Table of contents for *NIH Guide*. To subscribe, send the message “subscribe <list name> <your full name>” to listserv@list.nih.gov.
- Centers for Disease Control and Prevention (CDC)—At the Centers for Disease Control and Prevention (CDC), you can subscribe to several mailing lists, including CDC's *Morbidity and Mortality Weekly Report*, *Emerging Infectious Diseases*, *Vaccine R&D*, and *National Health Interview Survey*. To subscribe, complete the online form at <http://www.cdc.gov/subscribe.html>.
- U.S. Department of Justice (DOJ)—JUST INFO, sponsored by the U.S. Department of Justice National Criminal Justice Reference Service (NCJRS), is a biweekly e-mail newsletter that reports on a wide variety of criminal justice topics. To subscribe, send the message “subscribe JUSTINFO <your full name>” to listproc@aspensys.com.
- U.S. Department of Education (DOE)—The Department of Education's *EDInfo* is an information service that delivers two or three e-mail messages a week featuring an Education Department report, initiative, or update. To subscribe, send the message “subscribe EDINFO <your full name>” to listproc@inet.ed.gov.

- U.S. Agency for International Development (USAID)—The U.S. Agency for International Development (USAID) will automatically send *Commerce Business Daily* (CBD) announcements via e-mail to subscribers to the USAID ListProcessor mail server. You can subscribe by sending the message “subscribe USAID-CBD-L <your full name>” to listproc@info.usaid.gov.
- National Institute for Standards and Technology (NIST)—*NIST Update* is a bimonthly report that highlights research activities and services at the National Institute for Standards and Technology. To receive a copy of the report by e-mail, send the message “subscribe nist_update <your full name>” to listproc@nist.gov.
- U.S. Department of Energy (DOE)—*ER News*, a bimonthly newsletter, covers information about research and technologies generated by the U.S. Department of Energy's Office of Energy Research. Users can receive an e-mail reminder and topic list when each new issue of ER News becomes available online. To subscribe, send the message “subscribe ERNEWSLIST <your full name>” to listserv@listserv.pnl.gov.
- National Aeronautics and Space Administration—The National Aeronautics and Space Administration distributes its press releases and other selected documents via e-mail. To subscribe, send the message “subscribe press-release <your full name>” to domo@hq.nasa.gov.
- Administration for Children and Families (ACF)—The U.S. Department of Health and Human Services Administration for Children and Families (ACF) also maintains a press release mailing list. To subscribe, go to <http://www/acf.dhhs.gov/news/listmail.html> and fill out the online form.

Accessing the information you need to locate available government funding is not difficult or expensive. While this chapter provides sufficient detail to satisfy the computer-literate grantseeker, such skills and equipment are not prerequisites for accessing information.

Whether you use the Internet, a commercial database, or hard copies of government publications, the key to locating federal grant funds and to commanding the respect of the funders you will interact with in your quest for grants is to do your homework and learn all you can about each program you are thinking about approaching.