

Graduate Teaching Fellows in K-12 Education (GK-12)



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Grant Specialist

**Division of Grants and
Agreements**



Division of Grants and Agreements (DGA)

- Handles approximately 30,000 active awards in any given year
- Reviews, negotiates and obligates funding for around 11,000 new awards each year
- Responsible for monitoring the business practices of our grantees
- Focused on risk assessment, monitoring and portfolio management
- Karen Tiplady is the Division Director



NSF AWARDS

- Awards are made to the institution not the PI
- Grant General Conditions (GC-1) Article 1, “the grantee has full responsibility for the conduct of the project or activity supported under this award and for adherence to the award conditions...”



GK-12 Program Eligibility

- Fellows must be: full time graduate students enrolled in STEM programs (Science Education not eligible)
- Fellows must be citizens, nationals or permanent residents of the U.S. Foreign students with student visas are not eligible
- Maximum period of support is 2 years



Stipends and Allowances

- Stipends for Graduate Students: \$30,000 for 12-month tenure, the cost-of-education \$10,500 per tenure year per graduate student
- GK-12 teacher stipends up to 15% of the funds allocated per year for a Fellow's stipend
- Fellows to spend 15 hours/week involved in GK-12 projects, 10 of those hours in physical location where learning takes place



Budget Issues

- Costs of participants: travel, costs of workshop, cost of education must be listed under participant support costs as well as stipends for Fellows and teachers
- No indirect costs can be charged on participant support costs
- Infrastructure support, involvement of faculty and GK-12 teachers: up to 30% of budget may be designated for direct costs other than student stipends, GK-12 teacher stipends and COE allowances



Budget Issues

- Funds may be used for personnel to develop and construct special instruments, purchase of software, or for special-purpose materials, total not to exceed \$10,000.
- Funds may be used for professional development, training, or workshop participation for GK-12 teachers



Monitoring: Participant Support

- \$ for participants only for this purpose
- Policies and procedures in place for documenting costs
- Documentation of participant attendance at workshops, symposia
- Segregate participant costs in accounting systems



Monitoring: Subawards

- Determine amount paid is reasonable, some form of cost/price analysis
- Ability to perform
- Adequate accounting System
- Financial capability to administer subaward
- Using appropriate ICR



Monitoring: Subawards

- Statement of work, payment and deliverables
- NSF Grant General Conditions (GC1)
Article 8a.4. Flow-Down Provisions
- Audit/access to records
- Non-performance/termination or other legal remedies



Monitoring: Subawards

- Right to perform technical and administrative site visits
- Include applicable flow down provisions of OMB A-21 (Colleges), or A-87 (Governments), or A-122 (Non-Profits)
- Special award conditions, payments attached to milestones, reimbursement after performance



Award Conditions

- Grant General Conditions (GC-1) or FDP
- Prior Approval from NSF:
 - Transfer of the project effort
 - Change in objectives or Scope
 - Absence or change in PI
 - Reallocate Participant Support Costs



Award Conditions

- Pre-Award Costs- Grantee's may approve costs incurred within 90 days preceding the effective date of the award
- Requests for approval of pre-award costs for periods greater than 90 days require NSF approval
- Pre-award expenditures prior to the funding of an increment are not subject to this approval requirement



Award Conditions

- No-Cost Extension:
- Grantee's may authorize a one-time extension of the expiration date of the award up to 12 months
- 2nd extension must be submitted to the program official for approval, subsequent requests subject to DGA approval
- Grantees must use U.S. Flag Air Carriers



GK-12 Involvement

- In accordance with Sections 1869a and 1869b of the US Code, the grantee will:

Obtain from the school board for schools considering participation in the project, written approval prior to involvement of K-12 students

Include in every publication, testing, or distribution agreement involving instructional material a requirement that such material be made available with the school district for inspection by parents or guardians



Meals

- When certain meals are an integral and necessary part of a conference or meeting, i.e., *working meals where business is transacted*, grant funds may be used for such meals; also, to furnish a reasonable amount of coffee, soft drinks during coffee breaks



Substitute Teachers

- Must be necessary to project
- AOR certifies that substitutes are replacing only teachers participating in the NSF project
- Paid in accordance with school district policies and in lieu of paying the teachers participating in the project
- Auditable expenditure records maintained in grant files



Reporting Requirements

- Each increment of a continuing grant will be funded at the level indicated, provided an annual project report is received by the Program Officer
- Annual project reports should be submitted at least 3 months prior to the end of the budget period
- Within 90 days following the expiration date, the grantee must submit a final project report



DGA Award Monitoring

- DGA/CAAR site reviews
- Purpose of the “review” is to evaluate the effectiveness of the policies and procedures that the organization has in place to manage Federal and in particular, NSF funds



Award Monitoring

- Examples of Targeted Areas for review: time and effort records for personnel, fringe benefits, travel, consultants, participant support costs, indirect costs, subcontracts...
- 2-way exchange of information during review, not an audit
- We are here to assist you



RESOURCES

- **DGA**

<http://www.inside.nsf.gov/bfa/dga/start.htm>

- **Grant General Conditions (GC-1)**

<http://www.nsf.gov/awards/managing/generalconditions.jsp>

- **Federal Demonstration Project FDP**

http://www.nsf.gov/awards/managing/fed_dem_part.jsp

- **FastLane: (800)673-6188**

fastlane@nsf.gov