INFORMATION MEMORANDUM

TO: Directors, State Administering Agencies
    Executive Directors, State Planning Councils
    Chairpersons, State Planning Councils
    Directors, State Protection and Advocacy Agencies
    Directors, University Affiliated Facilities


CONTENT: The Administration on Developmental Disabilities is forwarding the attached Federal Register Notice to provide you with information regarding the Administration for Native Americans (ANA) program and funding priorities. We would like to call to your attention the third ANA program goal, Social Development. This refers to areas of concern for the Developmental Disabilities network.

You may want to consider, where appropriate, coordinating current and/or future activities with Indian tribes, non-profit multi-purpose Indian organizations, urban Indian centers, and non-profit Native Hawaiian organizations.

Examples of the types of measures and results expected from the ANA supported projects include the following: (a) Increase the number of developmentally disabled Native American children served by appropriate agencies (b) Decrease of fetal alcohol syndrome.

ATTACHMENT: Subject - Federal Register Announcement
INQUIRIES TO: John Pride
Director
Division of Program Operations
Administration on Developmental Disabilities

Jean K. Eider, Ph.D.
Commissioner
Administration on Developmental Disabilities

COPY TO: Regional Administrators, HDS, Regions III, VI, VII, IX
Regional Program Directors, ADD, Regions III, VI, VII, IX
Part III

Department of Health and Human Services
Office of Human Development Services

3. Social Development

To support local access to, and coordination of, services and programs which safeguard the health and well-being of Native Americans and which are essential to a thriving and self-sufficient community.

ANA provides financial assistance to public and private non-profit organizations including Indian Tribes, urban Indian centers, Alaska Natives, Native Hawaiian organizations, rural off-reservation groups, and other Native American organizations for the development and implementation of social and economic development strategies that promote self-sufficiency. These projects are expected to result in improved social and economic conditions of Native Americans within their communities and to increase the effectiveness of Indian Tribes and Native American organizations in meeting their economic and social goals.

The local community has the primary responsibility for determining its own needs and priorities and for planning and implementing its own programs. The local community is in the position to decide on the best approach to pursuing social and economic self-sufficiency.

Purpose of This Program Announcement

The purpose of this program announcement is to announce the availability of assistance to promote self-sufficiency for Native Americans through support of local social and economic development projects.

Program Priority and Expected Outcomes

The ANA program priority is to fund projects that will make the greatest impact in promoting social and economic self-sufficiency for Native Americans. The applicant’s proposal must clearly identify in measurable terms the expected results of the project and the positive impact on the community. ANA encourages applicants to consider innovative approaches to addressing the social and economic conditions in the community. Some examples of the types of measures and results expected from the ANA-supported projects are the following:

Governance—ANA Goal No. 1

- Increase in number of programs operated by the Indian Tribe that were previously run by Federal employees.
- Tribal commercial codes enacted to control commerce in Indian country and to promote an environment conducive to economic development.
- Adoption codes enacted by the Tribe separately or as part of a comprehensive Tribal children’s code.
- Child abuse and neglect reporting code enacted by the Tribe separately or as part of a comprehensive children’s code.
- Environmental protection codes enacted.
- Taxation codes enacted and revenue generated to cover some of the costs of Tribal government operations.
- Energy development codes enacted to promote energy development and the socio-economic growth of the local economy.
- Implementation of a merit employment personnel system to provide a stable, efficient and effective Tribal civil service system.
- Increase in the ratio of Tribal employees to Federal employees providing services to Indians.
- Cooperative Tribal/State agreements executed in new areas of mutual support and benefit.
- Increase in Native American representation on city, county, and/or State advisory boards or commissions that have influence in allocating public resources and planning public services.
- Research, documentation, and/or presentation of evidence to support claim for recognition as an Indian Tribe or to clarify jurisdictional status as a governmental entity.

Economic Development—ANA Goal No. 2

An increase in the:
- Number of business starts and expanded manufacturing trade and retail efforts initiated.
- Number of new agricultural and mining efforts initiated.
- Number of Native American owned and operated businesses established or expanded.
- Number of non-Indian owned businesses established a reservation.
- Amount of revenue generated from energy development.
- Amount of revenue generated from business and agricultural enterprises.
- Number of urban Indian business enterprises initiated.
- Number of urban Indian economic businesses developed or expanded.
- Federal housing units transferred from Federal control to Indian Tribal management and used for rent or sale to include, but not limited to, housing currently operated by the Bureau of Indian Affairs and the Indian Health Service serving Federal employees on Indian reservations.
... funding to the consortium and the application indicates that the consortium organization has been notified of the individual member's intent to apply for a grant award from ANA. The consortium must recognize that if one of its members receives direct funding from ANA, the grant award to the consortium may be renegotiated.

Available Funds

ANA excepts to award approximately $4 million in Financial Assistance Section 603 funds for each of the three closing dates under this program announcement, a total of $12 million. It is anticipated that a total of 75 grants will be awarded under this program announcement.

Applications for projects of one, two, or three years duration may be submitted. Applicants proposing projects for more than one year must submit full applications on all program activities for the entire project period. that is, for years one, two and three, not just for the first year. The budget period for each grant award will be for twelve (12) months. Funding after the first year of a multi-year project will depend upon grantee's progress in achieving the objectives of the project according to the approved work plan, the availability of funds, and compliance with the Native American Programs regulations.

For projects approved for more than one year, only minimal application information for subsequent year funds will be required. Specific guidance will be provided to those grantees to whom this applies in Fiscal Year 1989.

Note.—ANA will make only one grant award to a tribe or organization under this program announcement.

Grantee Share of Project

Grantees must provide at least 20 percent of the total approved cost of the project, which may be cash or in-kind. The total approved cost of the project is the sum of the Federal Share and the non-Federal Share. A budget detailing applicant's non-Federal Share in the project must be included in the application.
Application Process

Availability of Application Forms.

In order to be considered for a grant under this program announcement, and application must be submitted on the forms supplied and in the manner prescribed by ANA. The application kits containing the necessary forms may be obtained from: Department of Health and Human Services, Administration for Native Americans, Room 5300, North Building, 330 Independence Avenue, SW., Washington, D.C. 20201. Attn: Mrs. Casandra Byrd. (202) 245-7727.

Application Number: No. 13612-461.

Application Submission.

One signed original and the appropriate number of copies of the grant application, including all attachments, must be submitted to the address specified in the application kit. The application shall be signed by an individual authorized to act for the applicant agency and to assume for the agency the obligations imposed by the terms and conditions of the grant award, including Native American Program rules and regulations.

Application Consideration.

The Commissioner of ANA determines the final action to be taken with respect to each grant application received under this announcement.

Incomplete applications and applications which do not conform to this announcement will not be accepted for review. Applicants will be notified in writing accordingly.

Complete applications which conform to all the requirements of this program announcement are subjected to a competitive review and evaluation process against the published criteria. The results of this review will assist the Commissioner in making final funding decisions.

The Commissioner's decision also takes into account the comments of the ANA staff and other interested parties.

The Commissioner makes grant awards consistent with the purpose of the Native American Programs Act; The ANA regulations; this program announcement; and the limits of the announced available funds.

When the Commissioner has made decisions on all applications, unsuccessful applicants are notified in writing. Successful applicants are notified through an official Notice of Financial Assistance Awarded. This

Financial Assistance Notice states the amount of funds awarded, the purpose of the grant, the terms and conditions of the grant award, the effective date of the award, the budget period, the project period, and the amount of non-Federal share grantee participation.

Criteria for Review and Evaluation.

Applications which conform to all the requirements of this program announcement will be evaluated against the following criteria:

1. The proposed project, when completed, will show a measurable increase in the social and economic self-sufficiency of a specific Tribe or community. The benefits or impact expected in the community, as a result of achieving the project objectives, are quantifiable, measurable, and do not depend upon on-going support from ANA. See Section labeled "Program Priority and Expected Outcomes" for examples of quantifiable and measurable impact and benefits. (25 Points)

2. The application specifies long-range community goals and project priorities, identifies a well-defined strategy and a sound methodology for achieving the project objectives and clearly identifies how improvements will be sustained at the end of ANA's funding. The goals, objectives, activities, and expected results relate to each other, are realistic, and are based on a locally developed social and economic development strategy. Specific evidence of the commitment of the local community and the support of the governing body are contained in the application, resource commitments for the proposed project from the community and applicant organization, cited reports or studies which support the feasibility of the proposed project. (20 Points)

3. The proposed project objectives and activities identified in Part IV of the application are clearly defined, sufficiently detailed, in logical order, and provide a basis for project monitoring. (15 Points)

4. The application presents a detailed budget specifically related to the work plan objectives in Part IV. It has complete explanations and justification of line items, including technical assistance. The budget cost is reasonable to the government in terms of the outcome and benefits expected. (10 Points)

5. The application identifies by position or role all proposed key personnel, consultants and contractors. Their qualifications are demonstrated by the inclusion of resumes, position descriptions, and consultant and contractor capability statements. (15 Points)

6. The management and administrative capabilities which are necessary to ensure accountability and to justify receipt of Federal funds are evident in the application. (5 Points)

7. The application demonstrates the coordinated use of specific non-Federal and Federal resources (other than from ANA) as part of its strategy to move toward self-sufficiency through social and economic development during the project period. (10 Points)

Due Dates for Receipt of Applications

The closing dates for applications submitted in response to this program announcement are October 10, 1984, February 28, 1985, and June 30, 1985.

Mailed Application

Applications mailed through the U.S. Postal Service or a commercial delivery service shall be considered as meeting the deadline if they are either:

1. Received on or before the deadline date; or
2. Sent on or before the deadline date and received in time for submission to the review panel. (Applications are cautioned to request a legible U.S. Postal Service postmark or to obtain a legibly dated mailing receipt from the commercial carrier or U.S. Postal Service. Private metered postmarks will not be acceptable as proof of timely mailing.)

Late Applications

Applications which do not meet these criteria are considered late applications and will not be considered in the current competition.

(Catalog of Federal Domestic Assistance Program Number 13.021 Native American Programs)


William Lynn Engles,
Commissioner, Administration for Native Americans.

Approved: July 25, 1984.

Denise R. Hardy,
Assistant Secretary for Human Development Services.