



United States Department of Education
OFFICE OF ELEMENTARY AND SECONDARY EDUCATION
OFFICE OF SAFE AND HEALTHY STUDENTS

Dear Colleague:

Thank you for your interest in the Grants to States for School Emergency Management Grant Program, administered by the Office of Elementary and Secondary Education of the U.S. Department of Education (Department). The Grants to States for School Emergency Management Grant Program provides competitive grants to State educational agencies (SEAs) to expand the capacity of SEAs to provide training and technical assistance to local educational agencies (LEAs) for the development and implementation of high-quality school emergency operations plans (EOPs).

This competition has one priority. We consider only applications for the Grants to States for School Emergency Management Grant Program that meet the absolute priority described in the notice inviting applications published in the [Federal Register](#) on May 23, 2014. Under the absolute priority, SEAs must expand their capacity to assist LEAs in the development and implementation of high-quality school EOPs. Those SEAs that currently have limited internal capacity regarding the development and implementation of high-quality EOPs must propose to first expand their internal SEA capacity before providing such training and technical assistance to LEAs. SEAs that provide evidence of current internal capacity (e.g. currently have EOP subject matter experts on staff and comprehensive and up-to-date state EOP resources) may propose to immediately provide or expand such training and technical assistance to LEAs.

Please note that the application deadline for this grant is July 7, 2014. Please also take the time to review the absolute priority, requirements, selection criteria, and all of the application instructions thoroughly. An application will not be evaluated for funding if the applicant does not comply with all of the procedural rules that govern the submission of the application or the application does not contain the information required under the program (EDGAR §75.216 (b) and (c)).

For this competition it is **mandatory** for applicants to use the government-wide website, Grants.gov (www.grants.gov), to apply. Please note that the Grants.gov site works differently than the U.S. Department of Education's e-Application System. We strongly encourage you to familiarize yourself with Grants.gov and strongly recommend that you register *and* submit early.

Applications submitted to Grants.gov for the Department of Education will now be posted using Adobe forms. Therefore, applicants will need to download the latest version of Adobe reader (Grants.gov recommends Adobe Reader 10.1.14). Please review the **Submitting Applications with Adobe Reader Software** and **Education Submission Procedures and Tips for Applicants** instructions found within this package for further information and guidance related to this requirement.

Using FY 2014 funds, the Department expects to award \$29,700,000 for new grants under this competition. We will award discretionary grants on a competitive basis for a project period of up to 18 months. Grants are expected to be awarded by September 30, 2014.

Please visit our program website at the Department of Education for further information on the [Grants to States for School Emergency Management Program Page](#). If you have any questions about the program after reviewing the application package, please contact Amy Banks by telephone at (202) 453-6777 or via e-mail at SEA.SEM@ed.gov.

David Esquith, Director
Office of Safe and Healthy Students