# Distance Learning Telemedicine, Grant Workshop

**Rural Development**
**1400 Independence Ave.**
**Washington, DC 20250**
**www.usda.gov/rus/**

**Wes Lannen**

**General Field Representative**

**Telecommunications**

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# *DLT Loan/Grant Program*

Advanced telecommunications services play a vital role in the economic development, education and health care of rural Americans.

The Rural Development Utilities Program (RDUP) Distance Learning and Telemedicine (DLT) Program is specifically designed to meet the educational and health care needs of rural America through the use of advanced telecommunications technologies.

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# *DLT Grant Program Eligibility*

**To be eligible for a grant, your organization must:**

1. Currently deliver or propose to deliver distance learning or telemedicine services.

2. Be legally organized as an incorporated organization or partnership; an Indian Tribe; a state or local government; a consortium; or other legal entity.

3. Operate a rural community facility or deliver distance learning or telemedicine services to entities that do.

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# *DLT Grant Program*

**$24.7 Million for 2008**

The **Minimum** grant amount is **$50,000**.

The **Maximum** grant amount **$500,000**.

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# *DLT Grant Program*

**Available Application Tools:**

1. FY 2008 Application Guide

2. FY 2008 Toolkit

3. Program Regulation

   www.usda.gov/rus/telecom/dlt/dlt.htm

*7 CFR 1703*
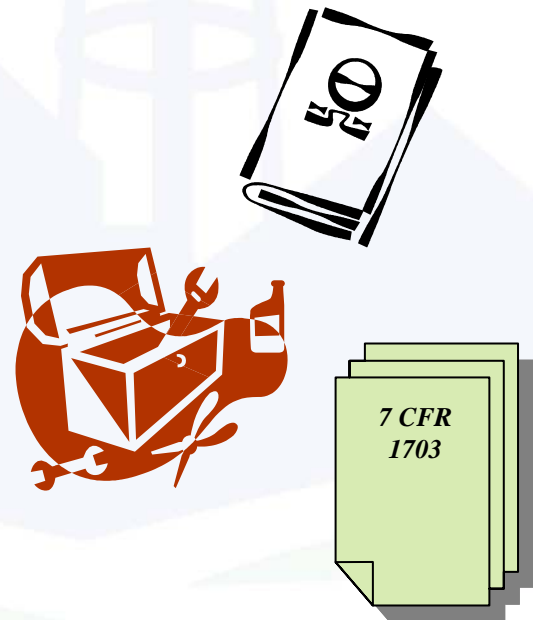
# *Scoring Criteria*

DLT Grants are competitive

## Objective Criteria

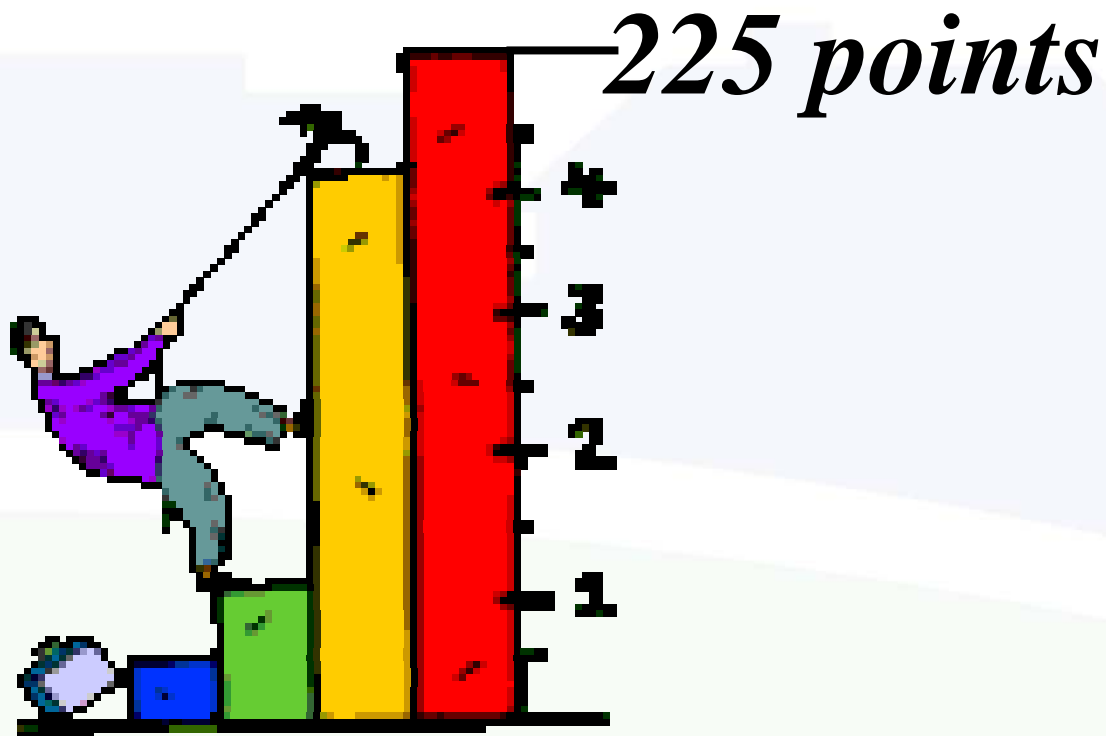straightforward indicators

easily documented

## Subjective Criteria

comparative indicators

based on comparisons to other applications

# *Possible Points*

## *225 points*

# *Objective Scoring Criteria*

1. Rural Area (**Rurality**)

2. Economic Need (**NSLP**)

3. Special Communities (**EZ/EC**)

4. Leveraging (**Matching Funds**)

# *Subjective Scoring Criteria*

1. Additional NSLP

2. Need for Services and project Benefits

3. Innovativeness

4. Cost Effectiveness

# *Rurality*

This criterion measures how rural a project service area is. To be eligible for a grant, an application must earn a minimum score in this category based on data from the 2000 Census.

(45 Points)

# *Rurality*

| | | | |
|---|---|---|---|
| 1. | Exceptionally Rural Area | Under 5,000 | 45 Points |
| 2. | Rural Area | 5,001 – 10,000 | 30 Points |
| 3. | Mid-Rural Area | 10,001 – 20,000 | 15 Points |
| 4. | Urban Area | Over 20,000 | 0 Points |

http://www.factfinder.census.gov/home/saff/main.html?_lang=en

Note:  To be eligible to apply for a grant, the project must score at least 20 rurality points.

# *NSLP*

General economic need of the project service area is measured by statistics from the National School Lunch Program (NSLP).

(35 Points)

# *NSLP*

| | |
|---|---|
| NSLP < 25% | 0 Points |
| 25% ≤ NSLP < 50% | 15 Points |
| 50% ≤ NSLP <75% | 25 Points |
| 75% ≤ NSLP | 35 Points |

You may obtain the NSLP percentage from the state or local organization that administers the program.  That organization must certify the percentage is correct.

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# *EZ/EC*

This criterion awards points to projects with sites located in a USDA Empowerment Zone/Enterprise Community (EZ/EC) or Champion Community.

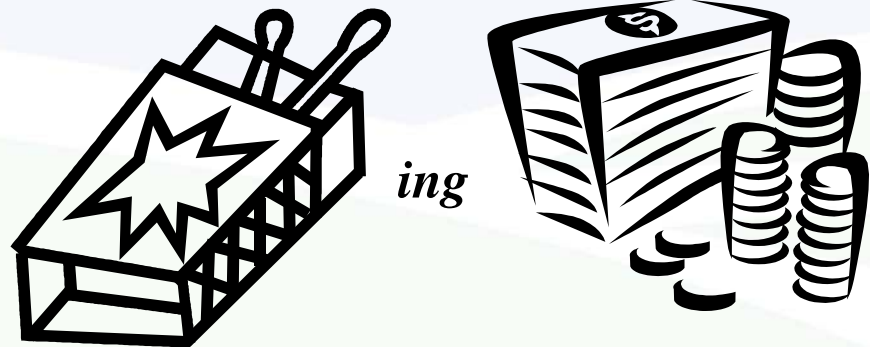(15 Points)

# *EZ/EC*



EC only    EZ and EC    None    EZ Only

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# *Matching Funds*

The DLT program requires a minimum match of 15%.  Higher matches may receive additional points.

(35 Points)

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# *Matching Funds*

**Percentage of Match Compared to Grant Request**

15% < Match % $\leq$ 30%          0 Points

30% < Match% $\leq$ 50%           15 Points

50% < Match% $\leq$ 75%           25 Points

75% < Match % $\leq$ 100%          30 Points

Match > 100%                     35 Points

Matching contributions are generally cash, but **"limited"** in-kind contributions **"may"** also be acceptable.

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# *Matching Funds*

## Match Documentation Tips

1.  Only documented matches will be credited.

2.  A signature on the SF 424 does not document the commitment of matching funds.

3.  Signatory must have authority to commit funds on behalf of donor.

4.  An un-signed letter, or a letter that does not carry the donor's title is not acceptable.

5.  You cannot commit funds on behalf of any organization except your own.

6.  Conditional matches are not acceptable.

7.  Proposed matches must be relevant to the project.

# *Additional NSLP*

An applicant with an NSLP eligibility percentage below 50% may request additional points based on a well-documented demonstration that the NSLP percentage is not an accurate indicator of the economic need of the area.

(10 Points)

# *Needs and Benefits*

This criterion measures the specific needs of the community and how the proposed project will meet those needs. These are not the generalized needs captured by the NSLP score.

(45 Points)

# *Innovativeness*

This criterion assesses how the objectives of the proposed project are met in new and creative ways.

(15 Points)

# *Cost Effectiveness*

Evaluates the efficiency of the proposed project's delivery educational and medical benefits to beneficiaries.
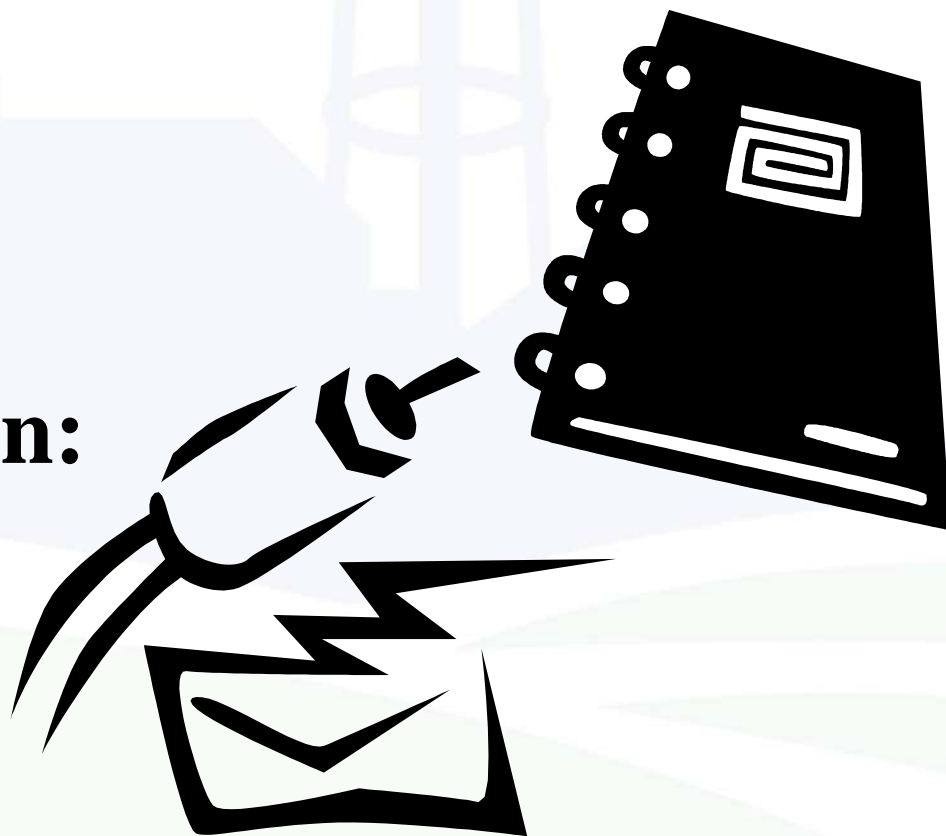
(35 Points)

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# *Application Submission*

**Paper Application:**

**Electronic application:**

www.grants.gov

# *Paper Applications*

## must

1. Include one copy with original signatures and two additional copies.
2. Be presented in the prescribed format
3. Be delivered to RDUP by deadline or
4. Shipped by USPS or commercial carrier by deadline
   - Legibly dated USPS postmark or
   - Legible mail receipt from USPS or
   - Dated shipping label, invoice, or receipt from commercial carrier.

# *Electronic Applications*

## must

1. Be presented in the prescribed format
2. Identify each page of an electronic submission with a Tab identifier and page number.
3. Have an alternate plan to ship a physical application in the event of technical difficulties.
   - Delays caused by Grants.gov in accepting your application does not relieve you of the deadline requirements.
4. Obtain all necessary sign-ups, credentials, and authorizations well in advance of the application deadline.
   - Central Contractor Registry (CCR) etc.

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# *Review Process*

**We will:**

1. Review each on-time application for completeness
2. Notify applicant of the results of initial review
    (eligible or ineligible)
3. Return late and/or ineligible applications
4. Solicit "minor" clarification is necessary
5. Score each eligible application and rank numerically
6. Notify applicants of preliminary score
7. Initiate appeal process
8. Award grants to successful applicants

# *Grant Awards*

**Applications are selected for funding based on scores and availability of funds, with the following exceptions**

The Administrator may:

1. Limit the number of applications selected for projects in any one state during a fiscal year.

2. Limit the number of selected applications for a particular project.

3. Select an application receiving fewer points that another application if there are insufficient funds to select the higher scoring application.

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# *DLT Grant Contact Info*

| | |
|---|---|
| **Application Guide:** | **www.usda.gov/rus/telecom/dlt/dlt.htm** |
| **General:** | **dltinfo@wdc.usda.gov** |
| **EZ/EC:** | **www.ezec.gov/Communit/ruralezec.html** |
| **Champion Communities:** | **www.ezec.gov/Communit/champions.html** |
| **State Directors:** | **www.rurdev.usda.gov/recd_map.html** |
| **Federal e-grants:** | **www.grants.gov** |
| **Census Terms:** | **www.census.gov/geo/www.** |
| **FOIA:** | **www.usda.gov/news/foia/main.htm** |

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# *DLT Grant Program*

**Top 10 ways to write a successful grant application**

10.  Develop a Telecom System Plan and Budget that match.

9.  Define needs, as well as how the proposed project will be a benefit.

8.  Develop specific, detailed line items for your budget.

7.  Proof the budget to insure there are no math errors, ensure columns and rows add up.

6.  Develop a detailed budget for each end user site.

5.  Ensure that the person who signs the documents has the authority to do so.

4.  Keep nomenclature consistent thought the document.

3.  Ensure all end user sites are listed by Town, County, State, and Congressional District.

2.  Document design and procurement decisions to maximize Cost Effectiveness Points.

1.  And, above all, Know your audience.  The reviewers will not be medical or education specialist.  Don't assume we know your industry.

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Remember you are not alone

# *There is Help Available*

**DLT Program Staff**

http://www.usda.gov/rus/telecom/dlt/dlt.html

**General Field Representatives**

http://www.usda.gov/rus/telecom/staff/gfr-state-list.htm

**RD State Office Staff**

http://rurdev.usda.gov/recd_map.html

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