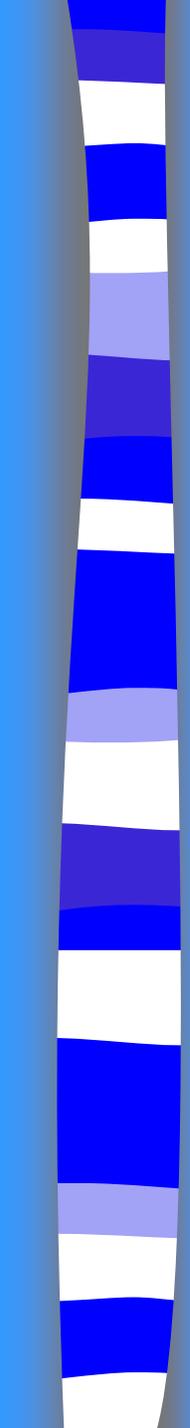# Graduate Assistance in Areas of National Need
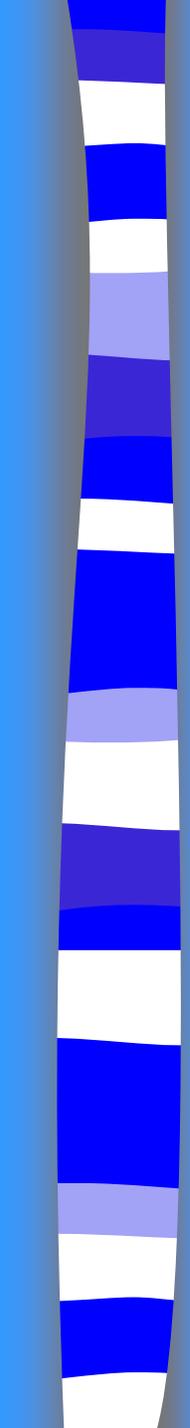
Program Overview

GAANN Fellowship Program
## Program Description

- GAANN provides fellowships through academic departments of institutions of higher education to assist graduate students of superior ability who demonstrate financial need and plan to pursue the highest degree available in a designated area of national need.

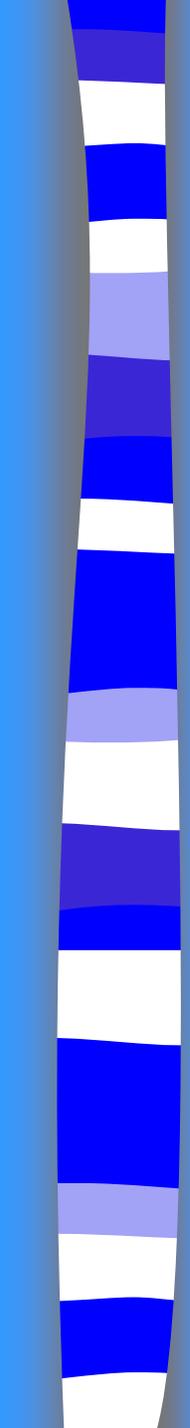# GAANN Fellowship Program
Legislative Authority

- The Graduate Assistance in Areas of National Need fellowship program is authorized under Title VII, of the Higher Education Act of 1965, Part A, subpart 2, as amended.
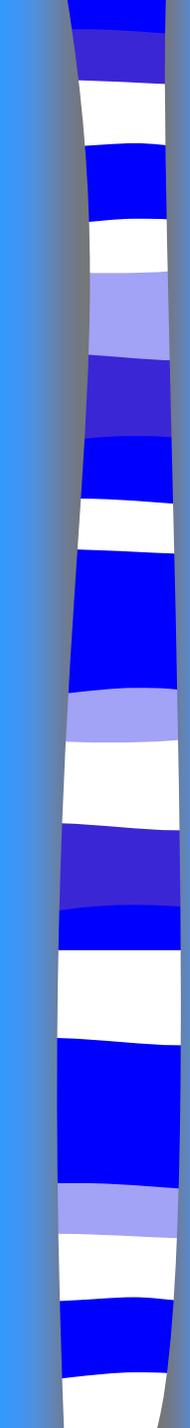
GAANN Fellowship Program
Grant Characteristics

- Provides between $100,000 and $750,000 per fiscal year to an academic department of an institution of higher education;

- The duration of the GAANN grant is for three-years (36 months). Institutions must provide an additional two years of funding.

- Institutions must match 25% of federal funds with institutional funds.

Reporting Requirements

- The GAANN program requires the submission of the Annual Performance Report (APR) and the SF 269 Financial Status Report by April of each year.

- The APR report collects data to determine whether the GAANN fellow is maintaining satisfactory academic progress, attending full-time, and whether they meet the requirements specified in 648.40, etc.
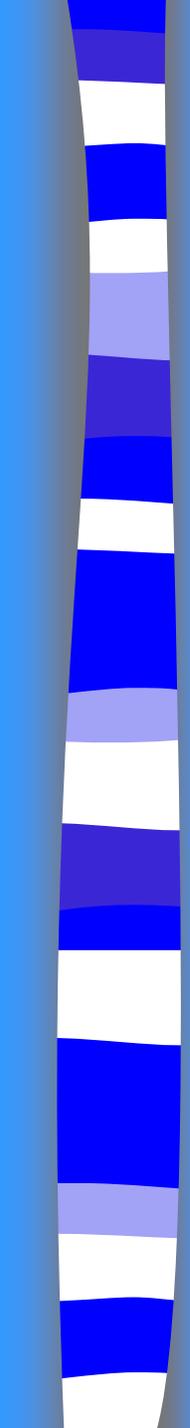
Reporting Requirements (cont'd)

- The SF 269 Financial Status Report provides details related to the time and amount of all disbursements, the stipend award, and the institutional payment.
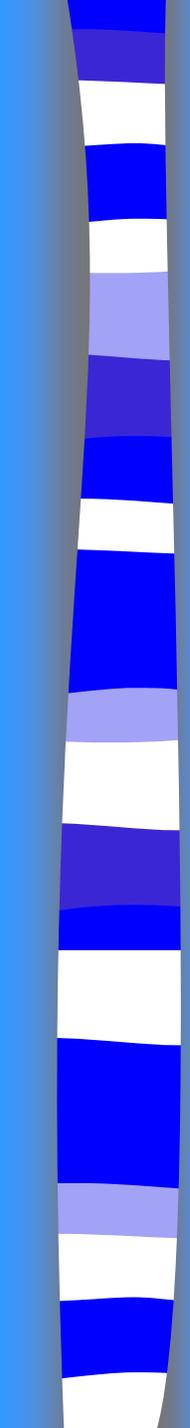
Reporting Requirements (cont'd)

- We also require the submission of a final performance report and the SF 269 90 days after the end of the final budget period.

- Submission of these reports is required under the Education Department General Administrative Regulations (EDGAR) volume 34 CFR 74.51, 75.590, 75.720, and 75.730-732.
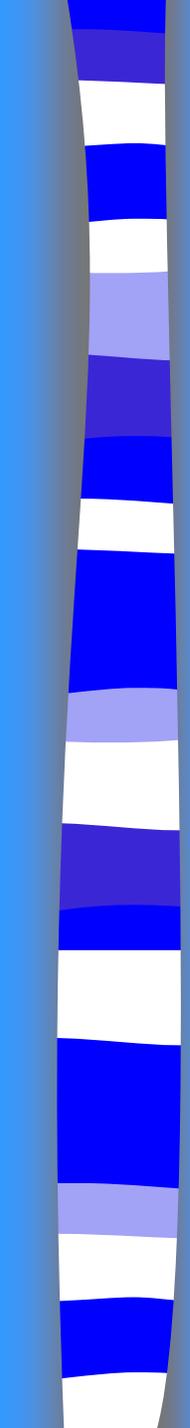
GAANN Regulation Section 648.2

Who is eligible for this Grant?

- Any academic department of an institution of higher education that provides a course of study leading to a graduate degree in an area of national need;

- A graduate program that has been in existence for at least four years.
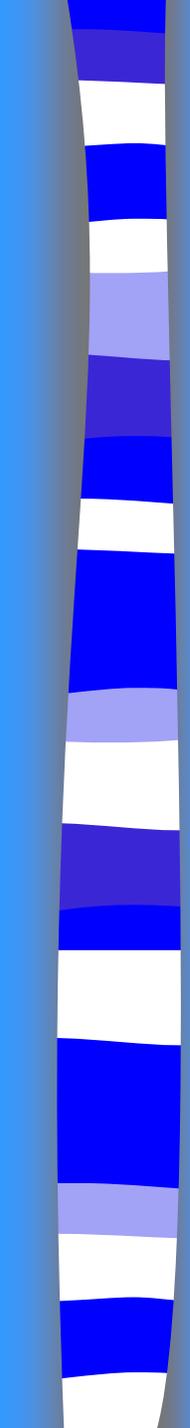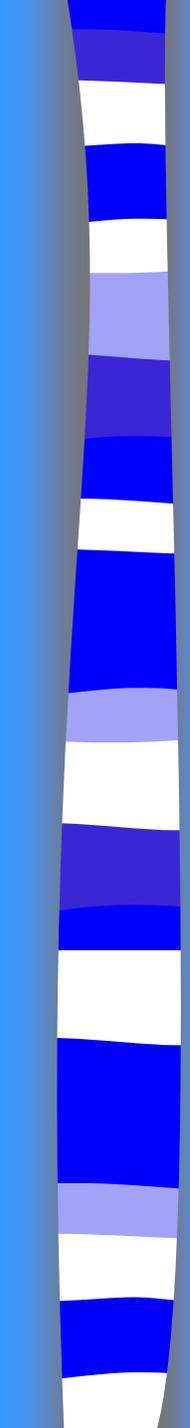
GAANN Regulation Section 648.4

What is included in the Grant?

- A GAANN fellowship consists of a stipend amount to cover the fellow's cost of living expenses.

- The current stipend amount for academic year 2006/2007 will be up to $30,000, depending on the student's demonstrated level of need.
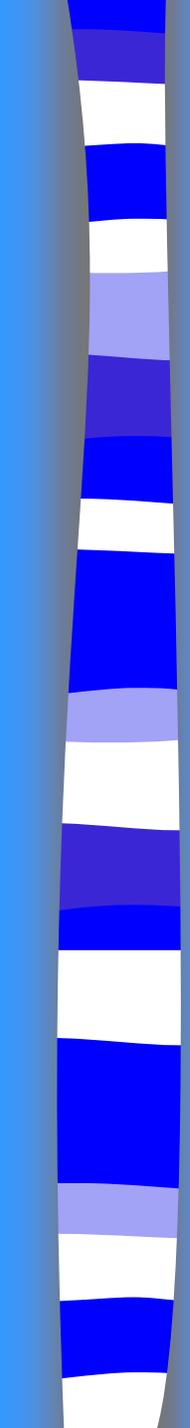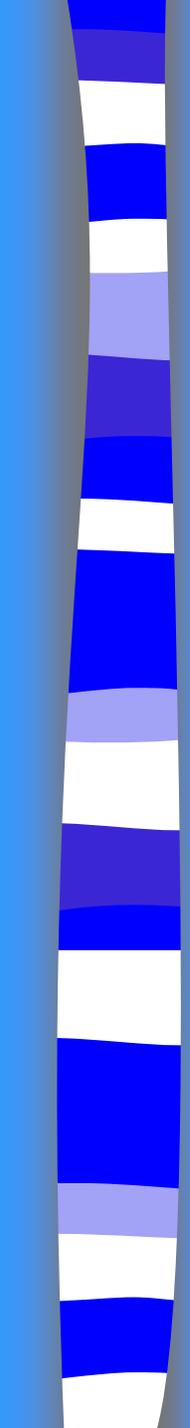
GAANN Regulation Section 648.4 (cont'd)

- The GAANN fellowship also includes an institutional payment that is accepted by the institution in lieu of tuition and fees normally charged to the student.

- The institutional payment in academic year 2006/2007 will be $12,224; annual increase is tied to the Consumer Price Index.

GAANN Regulation Section 648.7

What is the Institutional Matching
Requirement?

- Recipient institutions must provide, from
non-federal funds, an institutional
matching contribution equal to at least
25 percent of the amount of the grant.
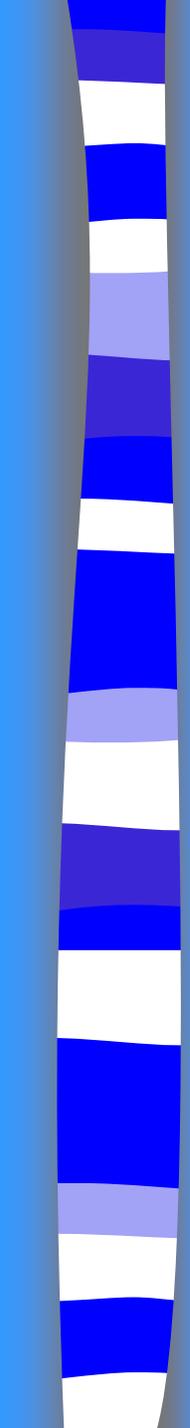
GAANN Regulation Section 648.20

How Does an Institution Apply for the Grant?

- Submit an application that responds to the appropriate selection criteria in Section 648.31;
- Describe the current academic program for which the grant is being sought;
- Request a specific number of fellowships to be awarded on a full-time basis;
- Make a concerted effort to seek talented students from traditionally underrepresented backgrounds;
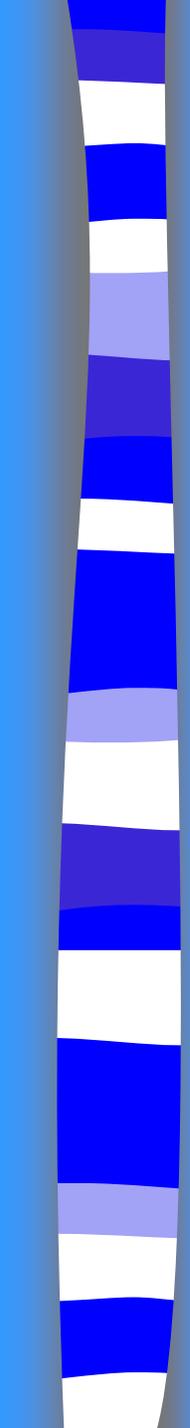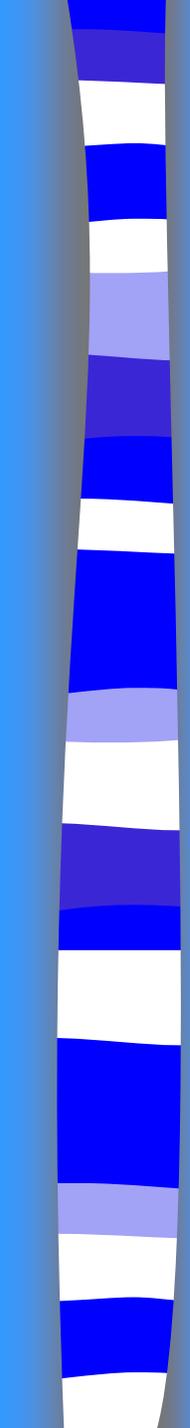
GAANN Regulation Section 648.20 (cont'd)

- Make fellowship awards to students that meet the requirements of Section 648.40;
- Ensure that supplanting of federal funds does not occur;
- Provide assurances that the institution will provide the institutional matching requirement; and
- Provide assurance that the academic department will provide at least one year of supervised training instruction.

GAANN Regulation Section 648.40

How Does an Academic Department Select Fellows?

- In selecting GAANN fellows, institutions must consider only those students that:

  - are a U.S. citizen or permanent resident;
  - demonstrate financial need;
  - demonstrate superior academic ability and have an excellent academic record; and
  - plan to pursue the highest degree available in their course of study.

GAANN Regulation Section 648.60

When Does an Academic Department Make a Commitment to a Fellow?

- An academic department can make a commitment to fund a fellow at any point in his or her graduate study for the length of time necessary for the student to complete the course of graduate study, but in no case longer than five years.
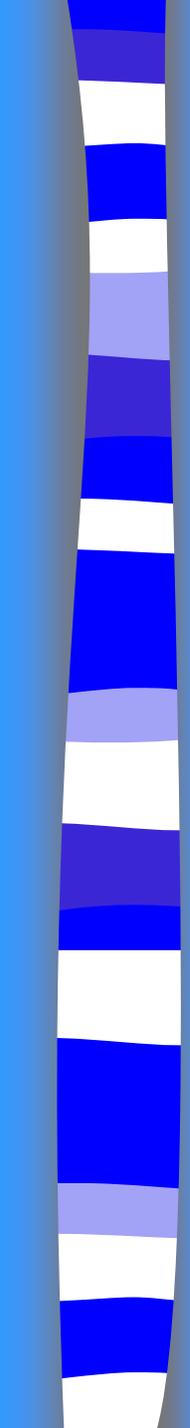
New Procedures

- **A detailed analysis of the grantees annual performance report will be conducted to monitor balances at the end of year two.**
- **Rule of Thumb: If more than 10% of your GAANN federal funds remain in your account by the end of year two, you will be asked to provide us with the names of the students that will be picked up prior to the start of year three funding.**
- **Institutions will also be required to indicate if the student has completed the FAFSA.**
- **Failure to provide this information could result in losing continuation funding in the third and final year of funding.**
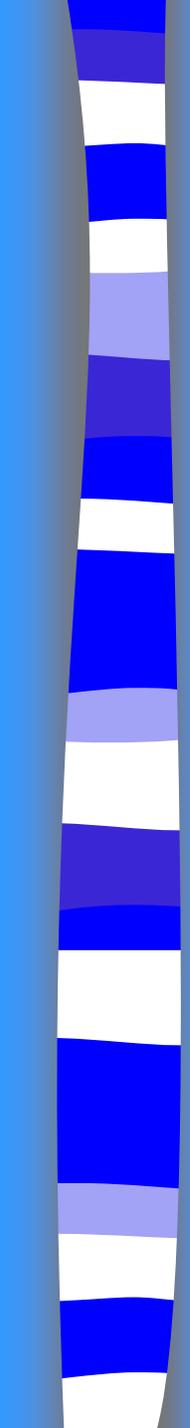
New Procedures (cont'd)

- These new procedures have been developed in accordance with Section 711(b)(3) of the Higher Education Act.

- This provision provides that whenever an academic department at an institution of higher education is unable to use all of the amounts available, the Secretary may re-allot those amounts not needed, to other academic departments, which can use the grants.
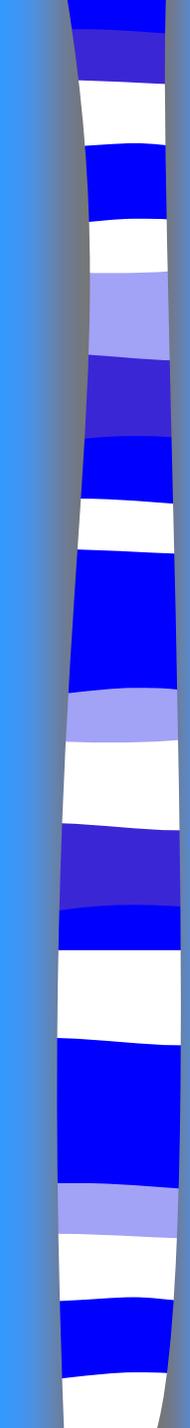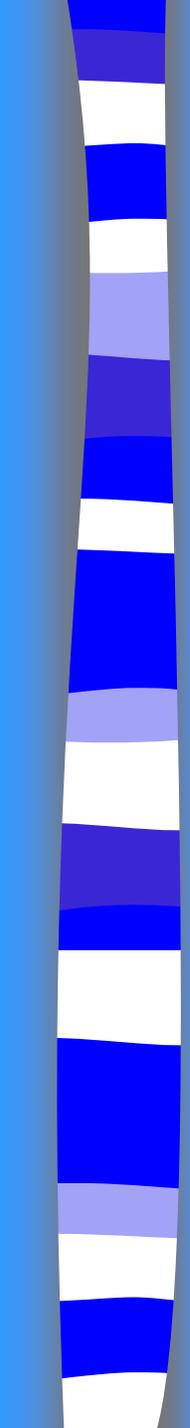
GAANN Regulation Section 648.62

How Can the Institutional Payment be Used?

- The institutional payment must first be applied to cover tuition and fee expenses.
- Once tuition and fee expenses have been covered, the remaining institutional payment may be used to cover other educational expenses such as:
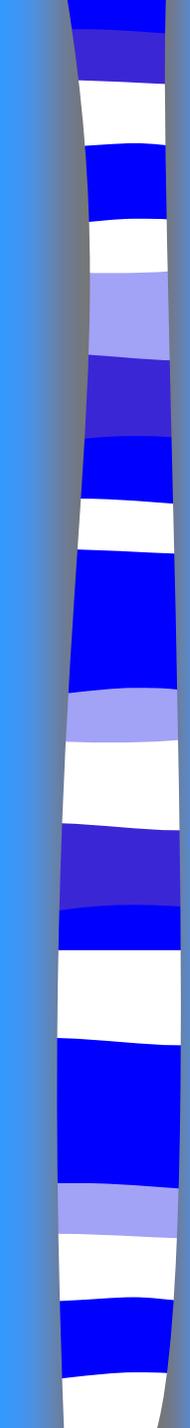
GAANN Regulation Section 648.62 (cont'd)

1) costs for rental or purchase of books, material, or supplies;

2) costs of computer hardware, project specific hardware;

3) membership fees of professional associations;

4) travel, per diem, and registration fees related to educational activities;

5) research expenses; and

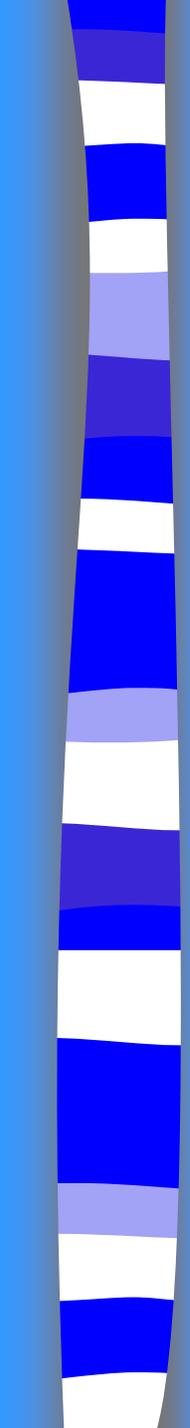6) ensure that supplanting of the institutional payment does not occur.

GAANN Regulation Section 648.63

How Can the Institutional Matching Contribution be Used?

The institutional match may be used in the following manner:

1) To provide additional fellowships to graduate students;

2) pay for tuition and fees;

GAANN Regulation Section 648.63 (cont'd)

3) pay for the costs of providing a fellow's instruction that are not included in the tuition and fees paid to the institution;

4) supplement the stipend received by a fellow as long as it doesn't exceed the fellow's demonstrated level of need.
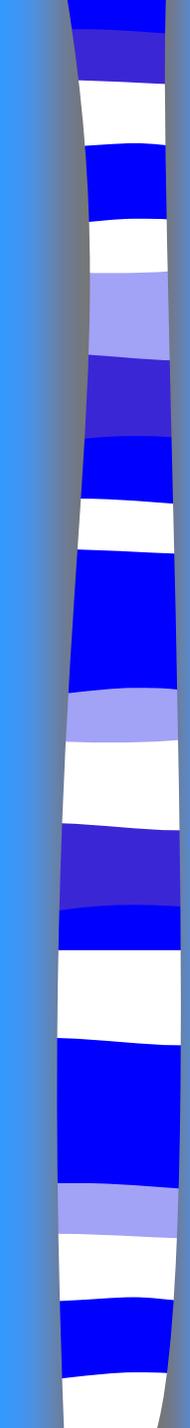
GAANN Regulation Section 648.64

- Programmatic funds, including the institutional matching funds, may not be used to pay for general operational overhead costs of the academic department.
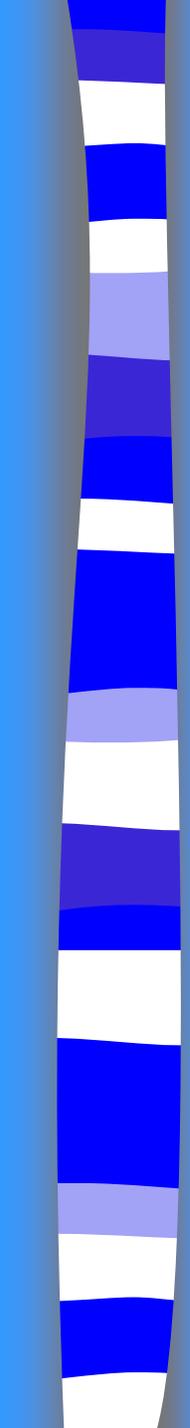
GAANN Regulation Section 648.70

What Conditions must be Met by the Fellow?

To continue to be eligible for the fellowship, a fellow must:

1) maintain satisfactory academic progress;

2) devote full-time to studying or research; and

3) not engage in full-time employment, except on a part-time basis in teaching, researching, or other similar activities.

Application Information
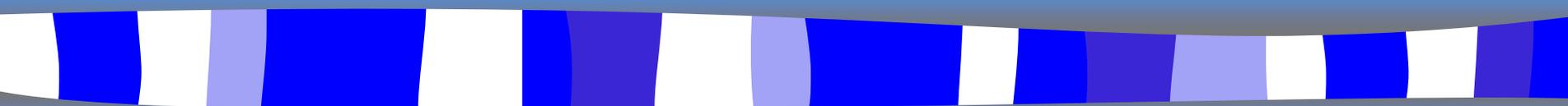
- Closing Date Notice

- Type of Application

- Formatting Narrative

- Applicant Information
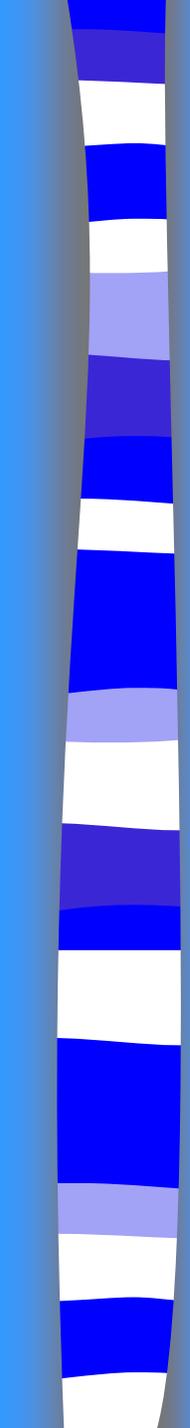
Closing Date Notice

- Closing date: Monday, November 20, 2006

- Application available only on www.grants.gov Web site.

- "Competition Highlights" section in FY 2007 GAANN Application Booklet states important information that has changed from previous competitions.

Types of Applications

- Applications must be written as
  - Single Discipline
    - A proposal that requests funding in one of the accepted areas of need
  - Interdisciplinary
    - One proposal that requests funding for a single proposed program of study that involves academic fields in two or more academic areas of national need where there is a single PhD issued.
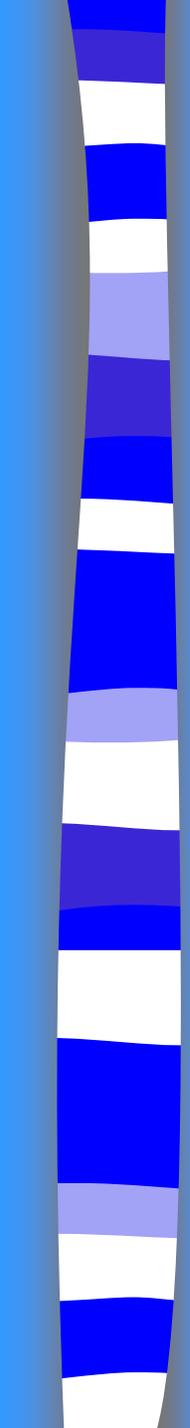
Types of Applications (cont'd)

- Applications must be written as:
  - Multidisciplinary
    - A proposal that is submitted that addresses two or more proposed programs of study that are INDEPENDENT and UNRELATED to one another
      - Engineering School and Department of Chemical Engineering decide to submit a proposal together. They may submit a multidiscipline proposal IF the proposed programs are independent and unrelated to one another. Both programs have their own PhD degrees issued.
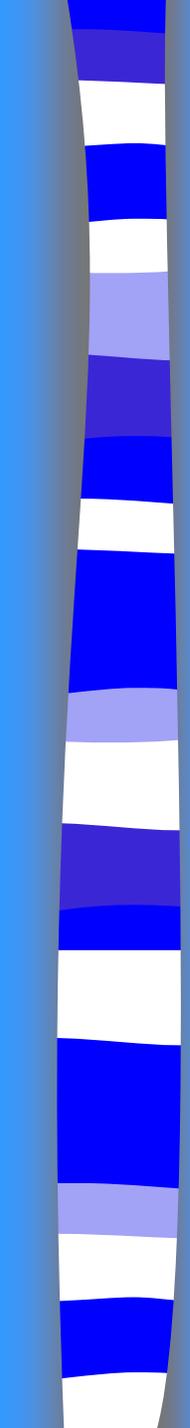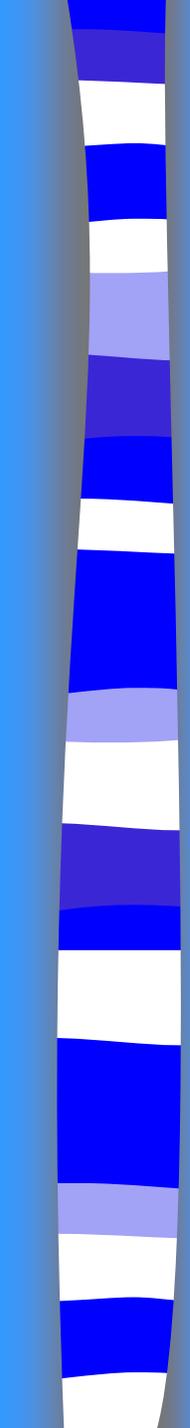
Formatting Narrative

Applications consist of:

1. SF 424
2. Budget forms, GAANN statutory assurances, and other standard forms
3. Narrative
   - Abstract
   - Narrative content (addressing criteria)
   - Appendices
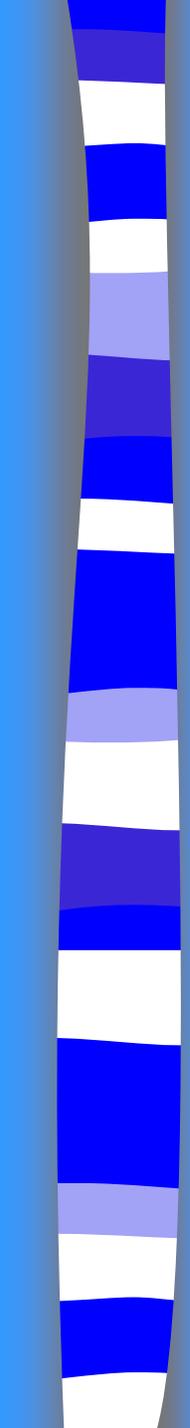
Formatting Narrative (cont'd)

- Narrative
  - Must address either Single, Interdisciplinary, or Multidisciplinary
  - Page margin specifics found in Closing Date Notice and in the Application Narrative instructions
  - Must use not less than a 12-point font, however can use a 10-point font only in charts, tables, figures, graphs, footnotes and endnotes.
  - Double space ALL text in the application narrative. Only single space text in: charts, tables, figures and graphs.

Formatting Narrative (cont'd)

- Narrative
  - Use one of the acceptable fonts:
    - Times New Roman
    - Courier
    - Courier New
    - Arial
  - Use of any other font will NOT be accepted. This includes Times Roman and Arial New.
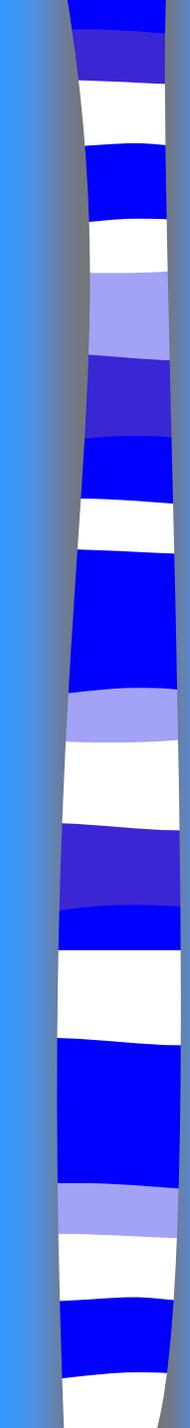
# Formatting Narrative (cont'd)

- Narrative
  - Appendices
    - Curriculum Vitae (no more than 2 pages per faculty member)
    - Course listing
    - Letters of support
    - Bibliography
    - One additional optional appendix relevant to the support of the proposal, up to 5 pages maximum

Formatting Narrative (cont'd)

- Any narrative sections of the application must be attached as a file in a .DOC (document), .RTF (rich text), or .PDF (portable document format).

- Any file uploaded in a file type other than the three listed above or submitted as a password protected file will not be reviewed.
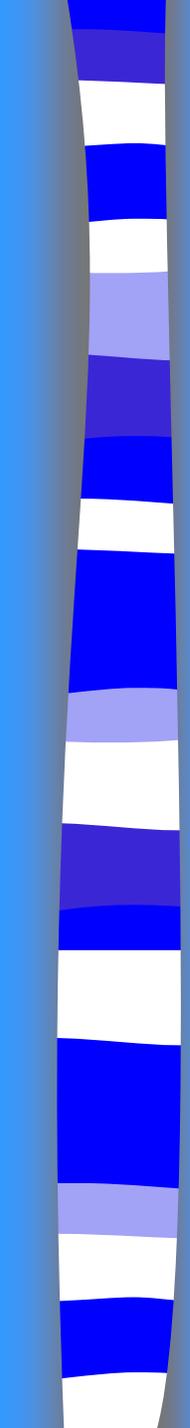
Applicant Information

- Submission through Grants.gov
- Applications that are successful may receive a call from their Congressional representative
- Receive a Grant Award Notification (GAN) in April. The GAN is official notification that the application was successful.
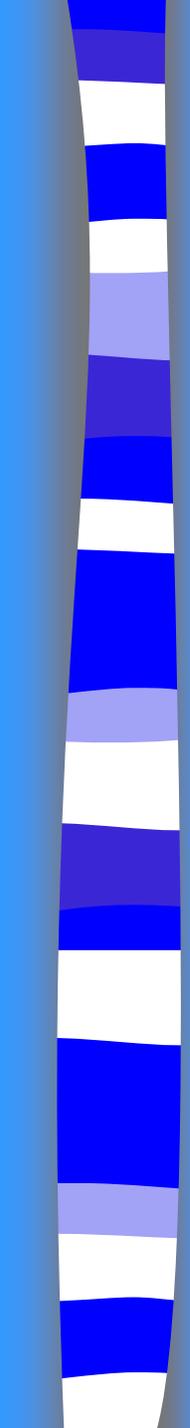
Applicant Information (cont'd)

- The directory of successful projects is available on the GAANN Web site under the Awards page. These are the recipient institutions that are awarded a grant.

- Unsuccessful applicants are notified by mail. Letters are sent to the address from the SF 424.

- Be sure that all addresses are correct and complete on the SF 424 before submission of application.
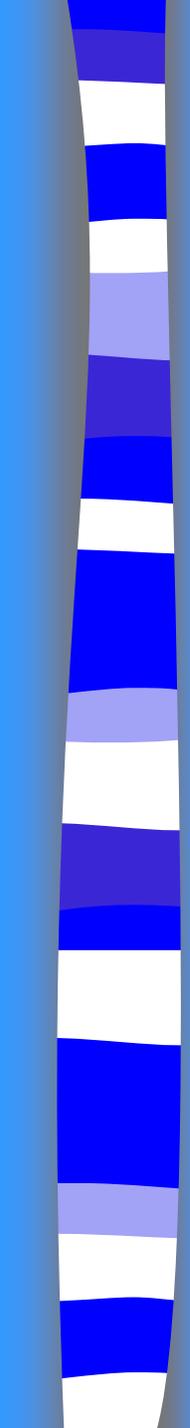
GAANN Web Site and E-Mail Address:

www.ed.gov/programs/gaann/index.html

OPE_GAANN_PROGRAM@ed.gov