LIBRARY OF CONGRESS
OFFICE OF STRATEGIC INITIATIVES
101 INDEPENDENCE AVENUE, S. E.
WASHINGTON, D. C. 20540

NOTICE OF FUNDING AVAILABILITY
REQUEST FOR APPLICATIONS
ONLINE INTERACTIVES AND MOBILE APPS
ON CONGRESS AND CIVIC PARTICIPATION

April 10, 2015

The Library of Congress announces the availability of $950,000 to support the development of online interactive [s] and mobile apps for classroom use on Congress and civic participation.

Deadline for Submission of Application for Funding: May 31, 2015.

Authority: The "Library of Congress Digital Collections and Educational Curricula Act of 2005" (2 U.S.C. § 184) authorized the Librarian of Congress to administer a program to teach educators and librarians how to incorporate the digital collections of the Library of Congress into educational curricula. This program is called "The Library of Congress Teaching with Primary Sources Program" (TPS). The Librarian was further authorized to establish an educational consortium to support the program and to make funds appropriated available to consortium members, educational institutions and libraries. Under 2 U.S.C. § 136, the Librarian is authorized to enter into cooperative agreements to accomplish the mission of the Library. In P.L. 113-235, the fiscal 2015 Consolidated and Further Continuing Appropriations Act, Division H - Legislative Branch Appropriations Act, Congress allocated additional funds to the TPS program with an intent to increase competitive opportunities for developing online interactive [s] and apps for classroom use on Congress and civic participation using Library of Congress collection materials.

Library of Congress: The Library of Congress is the nation's oldest federal cultural institution and serves as the research arm of Congress. It is also the largest library in the world, with millions of books, recordings, photographs, maps and manuscripts. The Library's mission is to make its resources available and useful to the Congress and the American people and to sustain and preserve a universal collection of knowledge and creativity for future generations.

PLEASE NOTE: The Library of Congress is not an Executive Agency. This NOFA will not be posted on the Grants.gov site. Inclusion of the NOFA in the Catalog of Federal Domestic Assistance is not required.

Library of Congress Teaching with Primary Sources Program:

Background
The Teaching with Primary Sources program is the Library of Congress's premier educational outreach program for teachers. The goal of the program is to provide professional development for teachers focused on enhancing their ability to embed digitized primary sources from the

Library of Congress into inquiry-based instruction that builds student literacy, critical thinking skills and content knowledge.

Since the 1990s, the Library of Congress has reached thousands of teachers through offerings at the Library, on its website, www.loc.gov/teachers, and onsite in communities nationwide.

The Teaching with Primary Sources program has four main goals:

1. Provide online and in-person primary source-based professional development programs nationwide.
2. Increase the ability of educators to design student-centered primary source-based learning experiences that use effective instructional practices.
3. Implement standards-based learning experiences that improve student ability to critically examine primary sources.
4. Build patronage of the Library's digitized resources, which expands the community of educators dedicated to the improvement of education through the use of primary sources.

Educational Consortium

An educational consortium made up of institutional partners such as universities, school districts and educational foundations helps the Library disseminate the TPS program. Using the TPS curriculum framework as a guide, Consortium members develop and implement professional development and create curricular resources focused on effective instructional use of the Library's digitized primary sources. Professional development is ongoing and progressive to allow for K-12 educators to improve their ability to:

- Design primary source-based inquiry oriented learning experiences;
- Implement these experiences in the classroom;
- Evaluate these experiences and learning outcomes; and
- Share their expertise with educators nationwide.

Currently, there are 28 educational consortium members in 17 states. These partners offer professional development opportunities for pre-service and in-service K-12 teachers, librarians and school media specialists that include workshops, seminars, online courses, graduate courses, and mentoring. For more information, please visit the TPS Web site at:
http://www.loc.gov/teachers/tps/

Online Interactive[s] and Apps for Classroom Use on Congress and Civic Participation

For nearly a decade, the TPS program has provided extensive professional development opportunities for educators and enabled the development and dissemination of teaching materials focused on using the Library's digitized primary sources. These additional appropriated funds to TPS will expand the program and the consortium's efforts through the development of online interactive [s] and apps for classroom use on Congress and civic participation.

Whereas civic education is essential to the preservation and improvement of the constitutional government of the United States, the goal of this effort is to enable organizations to combine new technologies with valuable civics content to enhance student learning. The resulting online interactive [s] and apps will provide young people with engaging and meaningful opportunities to learn.

This NOFA seeks to identify one or more educational partners who can help the TPS program develop online interactive [s] and apps for classroom use on Congress and civic participation. The new partner/s will be expected to utilize and incorporate to the extent practicable, not only the Library's online primary sources, but also the many other resources available online from the Library of Congress.

Grant Requirements
- Develop, successfully test with the target audience (K-12 students and teachers), and deliver online interactive [s] and mobile apps for classroom use on Congress and civic participation as outlined in an approved project plan.
- Insure that the apps and online interactive [s] utilize and incorporate to the extent practicable, not only the Library's online primary sources, but also the many other resources available online from the Library of Congress (including, but not limited to essays, publications, bibliographies, subject guides, teacher materials, and resources from www.Congress.gov, chroniclingamerica.loc.gov, and www.wdl.org).
- Insure that the content presented in the apps and online interactives is accurate, and judged by the target audiences to be high quality.
- Work with Library of Congress staff and participate in the TPS Educational Consortium by sharing ideas, methods and information to enhance the development and dissemination of the national program.
- Enter into a cooperative agreement with the Library of Congress and agree to provide free access to the online interactive[s] and mobile apps created in accordance with the Library's access and use terms or at a minimum providing the Library a perpetual, royalty-free, worldwide license to use all intellectual property produced under the agreement for the Library's purposes, including but not limited to publication or display online, incorporation of the intellectual property into materials developed by TPS or Library derivatives of such property, or other similar purposes related to the Library's mission and programs.
- Participate in outreach activities to alert educators to the development of, and ultimately to the availability of, the online interactive [s] and mobile apps.
- Design and deliver professional development that embeds use of the online interactive [s] and mobile apps.
- Attend at least two TPS Educational Consortium meetings held annually at the Library of Congress (or elsewhere), as well as scheduled Library of Congress web conferences.
- Support Library of Congress staff and Consortium members in their understanding of civics education and the use of the products developed under the grant.
- Participate in evaluation exercises undertaken by the Teaching with Primary Sources Educational Consortium.

Deliverables
Recipients of an award shall deliver to the Library:
- A product development plan for the Library's approval, including ongoing status updates and regular review by Library staff;
- Fully functioning online interactive [s] and cross-platform mobile apps as described in the project plan (that utilize the latest versions of the Android and iOS platforms, and work on both phones and tablets);
- At least two in-process demonstrations for Library staff and other stakeholders;
- At least two teacher professional development modules or other teacher materials that incorporate use the online interactive [s] and mobile apps;

- At least four professional development events for teachers;
- Quarterly quantitative and budget reports and two semi-annual narrative reports.

Grant Amount
The total amount of funding available is $950,000. There is no minimum award amount. Individual funding levels will depend on the content and quality of applications, the number of applications received, and availability of funding.

Cost sharing or matching is not required. Applicants may adopt a cost sharing or matching approach, but such arrangements will not impact the review criteria or evaluation of an application.

In FY2015, The Library of Congress, Office of Strategic Initiatives, Educational Outreach Division plans a single award cycle, potentially resulting in multiple awards. The Library reserves the right to make a single award, to fund parts of applications, or to not make any awards at all. Issuance of this NFA does not constitute an award commitment on the part of the U.S. Government, nor does it commit the U.S. Government to pay for any costs incurred in the preparation and submission of any application.

Grant Period
The grants will support program activities for 24 months, from October 2015 through September 2017.

Eligible Applicants

Eligible applicants include: public or private organizations, both not-for profit and for-profit organizations and including institutions of higher education, colleges, universities, cultural institutions, other educational organizations, and collaborative partnerships (such as an organization with content expertise paired with an organization possessing technological expertise); States; public or private agencies, including for-profit agencies; and Indian tribes and tribal organizations.

Although the grantee's work products will differ from those of the existing TPS Consortium members, it is expected that the grantees will become active members of the Consortium. Applicants should demonstrate a record of success in 1) the development and implementation of curricular programs on Congress and civic participation, and/or 2) the development and long-term maintenance of successful online interactive [s] or mobile apps for classroom use.

An applicant may be disqualified if the Applicant or any principal or employee has been subject to any legal proceeding involving fraud, criminal activity or has been subject to any legal proceeding involving fraud, criminal activity or has been subject to any Federal or state citation for a criminal activity. If so, an explanation must be provided.

System for Award Management (SAM). Each applicant must: (i) be registered in SAM before submitting its application; (ii) provide a valid unique entity identifier in its application; and (iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. The Library may not make an award to an applicant until the applicant has complied with this requirement and, if an applicant has not fully complied with the requirement

by the time the Library is ready to make an award, the Library may determine that the applicant is not qualified to receive an award and use that determination as a basis for making an award to another applicant.

Application and Selection Process

Interested parties must submit an application containing the following information:

  a) Organizational description, including resources and characteristics that would help you make a significant contribution to the Teaching with Primary Sources Educational Consortium.
  b) Description of past activity in online interactive [s] and mobile app development and long-term maintenance, especially for the K-12 audience and for classroom use.
  c) Description of past activity in the development and implementation of curricular programs on Congress and civic participation.
  d) Description of your proposed strategy for developing and maintaining online interactive [s] and mobile apps for classroom use on Congress and civic participation; content focus; target audiences within the K-12 sphere; methodologies and formats; plans for testing; the role of partners; rationale for your proposed approach; and expected outcomes. (Be sure to include how you will utilize and incorporate to the extent practicable, not only online primary sources from the Library of Congress, but also the many other resources available online from the Library of Congress).
  e) Name, address, telephone number, email address, and title of a contact person.

The main body of the proposal should be no longer than 12 pages in a minimum of 11 - point font.

   Proposals also should include four appendices:

1. Appendix A: Proposed budget and narrative outlining both program and administrative costs. Note that the Library of Congress will not allow indirect administrative costs. ***(Please use the attached budget and narrative formats)***
2. Appendix B: Names of lead person(s) to be assigned to the project with half-page descriptions for each person's experience in the areas listed under items b) and/or c).
3. Appendix C: Letters of support from current or intended partner organizations that clearly articulate the nature of collaborations under the grant proposal.
4. Appendix D: Three letters of recommendations indicating the nature of the work your organization[s] performed.

Review Criteria

Applications will be evaluated on the basis of: potential impact or value of the proposed product to the educational communities that TPS serves; technical and financial capability of the applicant; the applicant's experience, knowledge and contacts with the K-12 community; and the scope of the proposal's use of Library of Congress resources. Specifically, the Library will review applications for the following:

A.   Impact
  • Scope of the proposed project's impact on the educational communities that TPS serves.

- Evidence that the results will be widely applicable and useful to the K-12 educational communities or library or archival communities.
- Extent to which the project's benefits will continue beyond the grant period, either through ongoing institutional support of project activities or products, websites development of institutional expertise and capacity, working with members of the broader community to continue support for project activities or products, and/or through broad long-term access to project products.

B.   Technical and Financial Capability
- Scope of applicant's technical expertise and experience in developing and maintaining online interactive [s] and mobile apps, including the skills and expertise of project personnel and evidence of the anticipated level or scope of participation by any identified partners.
- Evidence that methodology and design are appropriate to the scope of the project, including the consideration of technical details necessary to implement the Library's use and access expectations as listed in the terms and conditions.
- Evidence that the project uses existing or emerging standards or best practices.
- Evidence that the proposed products will demonstrate interoperability and accessibility to the broadest extent possible and scope of potential integration into other initiatives.
- Evidence that the applicant will complete the project activities in the time allocated through the effective deployment and management of resources, including personnel, money, facilities, equipment, and supplies.
- Evidence of the applicant's plans to keep the Library fully informed of project progress throughout the grant period and plans for any lessons-learned or additional plans to communicate project results.
- Evidence of sound financial management and submission of an appropriate and cost-efficient budget.

C.   Connection to Educational Community
- Extent to which an applicant has an established regional or national reputation in providing high-quality curriculum materials for K-12 audiences on Congress and civic participation.
- Extent of applicant's participation in collaborations and partnerships with K-12 audiences
- Extent of applicant's existing focus on professional development that incorporates primary sources into instruction.
- Evidence and scope of the incorporation of Library of Congress materials into project plan.

Submission Information

Applications for this grant should be submitted to:

Vivian Awumey
Library of Congress
101 Independence Ave. S. E., Washington, D.C. 20540-1300
email: vawu@loc.gov.

Applications are due by 5:00 pm, on May 31, 2015. ***Responders should submit one electronic copy of their proposal by email by the due date of May 31 and three unbound hard copies must***

be post marked on or before May 31. Due to delays caused by the Library's security procedures, we recommend using an express mail service operated by the US Postal Service or a private company, such as FedEx or DHL, to send hardcopies of proposals.

The Library of Congress will review the applications and may request additional information if necessary. The selection process is expected to take a minimum of sixty (60) days.

Questions regarding this NOFA should be submitted to:
George Daves
Chief, Grants Management Office
Library of Congress
101 Independence Ave., SE, Washington, DC 20540
telephone: (202) 707-6975; email: gdav@loc.gov

Terms and Conditions

      A.   **General.** Unless otherwise specified herein, OMB guidance will be incorporated by reference into grant awards. The following authorities will be administered in accordance with standard federal requirements for grant agreements, as interpreted by the Library: 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" (formerly contained in OMB Circulars A-21, A-87, A-102, A-110, A-122, and A-133).

      B.   **Access and Use.** The Library expects applicants to make Library funded work products widely available and accessible through the use of open source software, use of non-restrictive licenses such as a Creative Commons license, and otherwise through implementation of strategies such as publishing in open-access journals or depositing works in institutional or discipline-based repositories. To the extent an applicant intends to assert ownership rights over the content produced, the application must explain the anticipated limitations and all associated restrictions on access and use.

      C.   **Branding.** Grantees shall not use the name "Library of Congress" or any abbreviation or subset of the name (such as "LC," "LoC," or "Teaching with Primary Sources") to explicitly or implicitly endorse a product or service or materials in any publication, including online. Subject to the Library's prior written approval over all aspects of the use and presentation of the Library's name and logo, Grantees may use the name Library of Congress in connection with publication, distribution, packaging, publicity and promotion of the grant project or products produced as a result of a grant agreement. In addition, Grantees will acknowledge the collaboration with the Library by including a credit line in interactives and mobile apps created under the terms of a grant agreement with the Library that reads "The [title of program/project] has been made possible in part by a grant from the Library of Congress."

      D.   **Certifications.** Applicant organizations must certify that their programs operate in compliance with the requirements of federal statutes and their implementing regulations as described below. Grantees are also required to obtain an executed certification of compliance with these statutes from all organizations that are subrecipients under a grant. By signing the application form, the authorized representative, on behalf of the applicant, assures and certifies that, should a grant be awarded, the applicant will comply with the statutes outlined below and all related Library regulations.

i.   **Nondiscrimination.** Grants are subject to the provisions of: Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000 *et seq.*), which prohibits discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-83, 1685-86 *et seq.*), which prohibits discrimination on the basis of sex in education programs; Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 701 *et seq.*), which prohibits discrimination on the basis of disability; the Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*); the requirement s of any other nondiscrimination statutes that may apply to the application and implementing regulations.

ii.   **Lobbying Activities.** 31 U.S.C. § 1352 prohibits recipients of federal contracts, grants, loans or cooperative agreements from using appropriated funds to influence the executive or legislative branches of the federal government in connection with a specific contract, grant, cooperative agreement, loan, or any other award covered by § 1352. 18 U.S.C. § 1913 makes it a crime to use funds appropriated by Congress to influence members of Congress regarding congressional legislation or appropriations.

iii.   **Drug-Free Workplace.** The Drug-Free Workplace Act of 1988, 41 U.S.C. § 8103, requires grantees to have an on-going drug-free awareness program; to publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace; to maintain evidence that this statement was given to each employee engaged in the performance of the grant; and to identify in the funding proposal or to keep on file in its office the place(s) where grant activities will be carried out.

iv.   **Debarment and Suspension.** Applicant organizations or their principals must not be presently debarred or suspended or otherwise excluded from or ineligible to participate in federal assistance programs. An applicant or grantee organization shall provide immediate written notice to the Library's Grants Officer if at any time it learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. Grantees shall not make or permit any subgrant or contract to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in federal assistance programs. Grantees and subgrantees must not make any award or permit any award (subgrant or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs.

v.   **Trafficking in Persons.** Applicant organizations are prohibited from engaging in various forms of exploitation or trafficking in persons and certify, as a condition of an award, that the applicant will comply with the trafficking in persons requirements that are set out in 2 C.F.R. § 175.15, Award Term.

Budget Plan

Teaching With Primary Sources: Congressional Civic Participation
<Organization Name>

Financial Contact: <name, telephone, email>

	FY16 10/1/15 - 9/30/16	FY17 10/1/16 - 9/30/17	Total Budget
Administrative Costs			
Personnel			
a. Project Director			-
b. Professional/Technical Staff			-
c. Administrative Support Staff			-
d. Other			-
Subtotal Personnel	$ -	$ -	$ -
Fringe Benefits			
e. Project Director			-
f. Professional/Technical Staff			-
g. Administrative Support Staff			-
h. Other			-
Subtotal Fringe Benefits	$ -	$ -	$ -
Non personnel			
i. Travel			-
j. Consultation Services			-
k. Equipment			-
l. Supplies			-
m. Licensing Fees			-
n. Systems Hosting			-
o. Other			-
Total C-I (Nonpersonnel)	$ -	$ -	$ -
Total Administrative Costs	$ -	$ -	$ -

Program Costs			
p. Hired Instructors			-
q. Materials			-
r. Equipment			-
s. Facilities			-
t. Travel			-
u. Other			-
Total Program Costs	**$ -**	**$ -**	**$ -**
Grand Totals	**$ -**	**$ -**	**$ -**

Budget Plan Narrative

Teaching with Primary Sources: Congress and Civic Participation

<Organization Name>

The Library of Congress, Office of Grants Management, and Educational Outreach require that applicants provide a budget plan narrative with *detailed* explanations of all amounts proposed under each budget line item.

Administrative Costs

Personnel

        a. Project Director –

        b. Professional/Technical Staff –

        c. Administrative Support Staff –

        d. Other –

Fringe Benefits

        e. Project Director –

        f. Professional/Technical Staff –

        g. Administrative Support Staff –

        h. Other –

Non personnel

        i. Travel –

        j. Consultation Services –

        k. Equipment –

        l. Supplies –

        m. Licensing Fees –

        n. Systems Hosting –

        o. Other -

Program Costs (All program costs apply per workshop)

        p. Hired Instructors –

        q. Materials –

        r. Equipment –

        s. Facilities –

t. Travel –

u. Other –