

**EMERGENCY ASSISTANCE TO INSTITUTIONS
OF HIGHER EDUCATION PROGRAM
(84.938T)
FY 2018 Grant Competition**

**Pre-Application
Technical Assistance Workshop**



Agenda

- Overview of the EAI Program
- Eligibility
- Allowable Activities
- Pre-Application
- Questions
- Application
- Application Submission
- Notification and Award Process
- Contact Information



Overview of the Program



Purpose of the Program



- To provide emergency assistance to eligible IHEs in areas directly affected by a covered disaster or emergency: Hurricanes Harvey, Irma, and Maria, and the wildfires in calendar year 2017 for which the President declared a major disaster or emergency.

Applicable Regulations



1. EDGAR- 34 CFR Parts 75, 77, 79, 81, 82, 84, 86, 97, 98, and 99
2. The OMB Guidelines to Agencies on Government-wide Debarment and Suspension- 2CFR 180, as adopted and amended in 2 CFR part 3474
3. The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200, as adopted and amended in 2 CFR part 3474



EAI Eligibility

Eligible Applicants

- Institutions that 1) meet the definition of “Institution of Higher Education” as defined in section 101 or section 102 (a) (1) of the HEA and 2) are located in areas directly affected by a covered disaster.



- Application available: **May 3, 2018.**
- Pre-applications due: **June 4, 2018 4:30:00p.m. Washington, DC time.**
- Estimated available funds: **\$100,000,000.**
- Estimated average size of awards: **\$650,000 (per year)**
- Estimated maximum award: **\$20,000,000.**
- Project Period: **Grantees must expend funds within 24 months of the award date.**
- Estimated number of awards: **150.**

Funding Highlights



Allowable Activities

Allowable Activities

- Faculty and staff development
- Curriculum revision, expansion, development
- Purchase of equipment for education or research
- Improve instructional facilities (construction, maintenance, and renovation)
- Purchase books and other educational materials
- Tutoring, counseling, and other student service programs
- Strengthen administrative and funds management systems
- Establish or improve a development office to strengthen or improve private contributions
- Creating or improving facilities distance learning programs
- Establishing or enhancing a program of teacher education
- Community outreach programs
- Other proposed activities that carry out the purposes of this title and are approved by the Secretary

The HEA of 2008 authorized additional activities to include:

1. Activities to improve student services, including innovative and customized instruction courses designed to help retain students.
2. Articulation agreements and student support programs designed to facilitate the transfer of students from 2-year to 4-year institutions.
3. Providing education, counseling services, or financial information designed to improve the financial and economic literacy of students or their families.

Higher Education Act (HEA) Amendments



Getting Started



The Pre-Application

Submit Pre-Applications by:

1. Emailing an electronic version in PDF format to EAIProgram@ed.gov;
2. Mail the original and two (2) copies of your pre-application by express mail service through the U.S. Postal Service or through a commercial carrier to Beatriz Ceja, Office of Postsecondary Education, 400 Maryland Ave. SW, Room 260-04, Washington, DC 20202-6200

The Pre-Application

Emergency Assistance to Institutions of Higher Education Program (2018)

PRE-APPLICATION INFORMATION

IHE seeking an award: _____

Location: State: _____ County: _____

Legal Address: _____

Contact person: Name _____

Title _____

Telephone _____

E-mail _____

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Pre-Application

- To what extent was the institution forced to close or relocate;
- To what extent were operations impaired as a result of damage directly caused by the covered disasters or emergencies?
- Please include (a) whether the institution was forced to close or relocate, and if so, (b) for how many days. If more than one covered disaster or emergency applies to your institution, please aggregate your narrative across all of those events.

Pre-Application

1. **Expenses already incurred** by the institution in remediation of the effects of the covered disasters or emergencies: \$_____

- Note: For the purposes of these awards, “expenses already incurred” is defined as expenses paid or accrued as a direct consequence of the covered disasters or emergencies. These may include, for example, costs of evacuation, temporary lodging, cleanup, alternative facilities and operations, equipment repair and replacement, or unusual personnel costs.

Pre-Application

2. **Estimated construction or reconstruction costs** to repair or replace buildings damaged or destroyed due to the covered disasters or emergencies: \$ _____

- Note: For the purposes of these awards, “estimated construction costs” is defined as costs incurred, or reasonably expected to be incurred, to repair or replace facilities damaged by the covered disasters or emergencies, as calculated for a third party such as the Federal Emergency Management Administration, the state, or insurance claims. Do not include any expenses included in #1.

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Pre-Applications

3. **Further need for project.** (a) Additional expected expenses, for any purpose authorized under the Higher Education Act, that are not included in #1 or #2 in remediation of the effects of the covered disasters or emergencies: \$_____

Pre-Application

(b) the estimated percentage of operations, as a proportion of your institution's operations prior to the occurrence of the covered disaster or emergency, that **remain impaired** as a result of the covered disaster or emergency. This percentage should be estimated on the basis of year-over-year spending or budget, using spring 2017 as the baseline. For example, if your institution's spring 2017 spending was \$100 million and your institution's spring 2018 budget is \$75 million, you should report that your institution is operating at 75%. _____ percent

Pre-Application

4. (a) **Portion of expenses in lines 1–3 above (in dollars, not percent) directly serving students who are homeless or at risk of becoming homeless as a result of displacement due to the covered disasters or emergencies.** Such expenses may include work to identify such students, outreach to such students, food, employment, housing, counseling, emergency grants, transportation, and other services, so long as all such expenses are authorized under the Higher Education Act. Include only those expenses directed to students who are homeless or at risk of becoming homeless. Do not include expenses directed to a larger population of students, even if those expenses have aided some students who were homeless or at risk of becoming homeless. Do, however, include expenses directed toward individual students who are homeless or at risk of becoming homeless even if similar aid or services have been made available to other students.

\$ _____

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Pre-Application

(b)Number of students who are homeless or at risk of becoming homeless: _____

(c)Total student enrollment immediately prior to the first applicable covered disaster or emergency: _____

(d)Total student enrollment at time of application (including students counted in part (b)): _____

Pre-Application

5. Please estimate how much of the expenses described in lines 1-3 above (dollars, not percent) **will be or has been reimbursed** by insurance (property, business continuity, or other applicable insurance policy or self-insurance arrangement), other Federal agencies, and all public and private donors of any kind other than the institution itself. \$ _____



Questions





MOVE TO APPLICATION

August 4th is the Deadline for Application

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General Instructions

- To receive funds under the 2018 Emergency Assistance to Institutions of Higher Education Program, an eligible IHE must submit to the department an application with the following information:
 - Application cover sheet (part 1)
 - Fiscal, transparency, and reporting assurances (part 2)
 - Plan for use of funds (part 3)
 - Other assurances and certifications (part 4)

Submission Information

- Email an electronic version of application in PDF to EAIProgram@ed.gov

OR

- Mail the original and two copies of the application by express mail service through the U.S. Postal Service or a commercial carrier to:

Beatriz Ceja

Office of Postsecondary Education

U.S. Department of Education

400 Maryland Avenue S.W.

Room 260-04

Washington, D.C. 20202-6200

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Application Cover Sheet (part 1)

[Legal Name of Applicant (Office of the President/Chancellor)]:	Applicant's Mailing Address:
<p>Applicant's Contact for the Program</p> <p>Name:</p> <p>Position and Office:</p> <p>Mailing Address:</p> <p>Telephone:</p> <p>Fax (optional):</p> <p>Email:</p>	
To the best of my knowledge and belief, all of the information and data in this application are true and correct.	
President/Chancellor or Authorized Representative (Printed Name):	Telephone:
Signature of President/Chancellor or Authorized Representative	Date:

Fiscal, Transparency, and Reporting Assurances (part 2)

- The Applicant Assures the Secretary that it will comply with all of the fiscal, transparency, and reporting requirements that apply to the program

Fiscal, Transparency, and Reporting Assurances (part 2)

- The applicant will cooperate with any evaluation of the uses of funds including any Inspector General examination of records under the program.
- The applicant will then affirm part 2 of the application by signing the following box.

President/Chancellor or Authorized Representative (Printed Name):	
Signature:	Date:

Initial Plan for the Use of Funds Under the Program (part 3)

- A description of the Applicant's strategies for becoming fully operational, prioritizing, to the extent possible, students who are homeless or at a risk of becoming homeless as a result of displacement due to the

Initial Plan for the Use of Funds Under the Program (part 3)

- A description of the activities that the applicant plans to support with the program funds, including the cost of each activity and the third-party funds already allocated to that activity

Initial Plan for the Use of Funds Under the Program (part 3)

- The applicant's proposed timeline for executing its strategy and activities under the grant

Initial Plan for the Use of Funds Under the Program (part 3)

- A description of the steps the applicant is taking to ensure accountability for the use of program funds and compliance with legislative requirements

Initial Plan for the Use of Funds Under the Program (part 3)

- The total amount of aid requested

Initial Plan for the Use of Funds Under the Program (part 3)

Signature affirming the information in part 3 of
the application

President/Chancellor or Authorized Representative (Printed Name):	
Signature:	Date:

Other Assurances and Certifications (part 4)

- The applicant or applicant's authorized representative assures or certifies the following (in notes)

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Other Assurances and Certifications (part 4)

President/Chancellor or Authorized Representative (Printed Name):	
Signature:	Date:



FY 2018 EAI

Application deadline:

Pre-Application: June 4, 2018

Application: August 4, 2018

Visit

<https://www2.ed.gov/programs/eai/index.html>

for information.



EAI Program Contact Information



Beatriz Ceja, Division Director
beatriz.ceja@ed.gov or 202-453-6239