



Request for Application (RFA)

Native American Language and Culture Support to Preserve & Maintain Native Languages in New Mexico Grant (27909)

RFA#24-92400-00007

RFA Issue Date: April 22, 2024

Final Date to Submit Application and Supporting Documents: May 6, 2024 (5PM)

To receive an application as a Word Document, contact the Indian Education Division (IED) at any of the following contacts:

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KatieAnn.Juanico@ped.nm.gov

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Monty.Begaye@ped.nm.gov

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PURPOSE OF THIS REQUEST FOR APPLICATION

This Request for Application (RFA) is issued for the purpose of improving academic and cultural achievement opportunities in alignment with the requirements of the Indian Education Act, Sections 22-23A-1 through 22-23A-11 NMSA 1978.

Grants are made available to public entities identified by the New Mexico Public Education Department (PED)/Indian Education Division (IED). Entities can include tribes and local education agencies (LEAs), including state and local charter schools, that serve a significant number of Native American students in New Mexico. See Appendix A for a list of eligible applicants for this grant.

OBJECTIVES OF THIS GRANT

Objectives for this grant is to ensure equitable and culturally relevant learning environments, educational opportunities, and culturally relevant instructional materials for American Indian students enrolled in public schools [and tribal communities] by:

1. Ensuring maintenance of native languages and cultures.
2. Ensuring student achievement through educational programs targeting tribal students.

FUNDING (INCLUDING LENGTH OF FUNDING)

The funding period for this grant will be July 1, 2024-June 30, 2025. Applicants can apply for the identified eligible amount or may choose to apply for an amount less than the identified eligible amount. This is a competitive grant that may not be awarded to every applicant. All applicants for this grant must submit applications by May 6, 2024. If more funding becomes available, those applicants who were not selected in May 2024, may be eligible as priority applicants after July 1, 2024.

Funds can only be used for costs related to personnel only. Funds will be determined based on full-time staff working as certified Level 1 (520) Native American Language and Culture staff (NALC) within a LEA or tribe. The salary of Level I (520) NALC staff, in the state of New Mexico, is recognized as \$50,000.00. Awards for this grant are supplemental and will support up to half of the annual salary.

Continued funding of this grant and/or extensions are dependent upon annual legislative appropriations and grantee performance (i.e. outcomes/impacts met at the end of the fiscal year and expenditures/drawdowns at the end of each fiscal year). Funding from this grant must be used to supplement federal, state, or location funding to each entity. Funds are held to the administrative requirements, cost principles, and audit requirements for federal and state awards.

PED reserves the right to terminate any award that does not meet the requirements defined by the guidelines governing the program or otherwise provided in an executed award. This is a

reimbursement-based grant for grantees that are Pueblos, Tribes, and Nations – as funds are spent by the entity, the entity will draw down the amount, and complete required documents that must be submitted to IED at the end of each month. LEAs selected will receive funds directly from PED/IED.

REQUIREMENTS FOR APPLYING

All applications must be submitted on the aligned application, per grant, offered by IED. Applicants interested in applying for this grant will use the document titled, APPLICATION_FY25_NALC_SupporttoPreserveMaintainNativeLanguagesinNM. All applications must be emailed to monty.begaye@ped.nm.gov and cc'd to katieann.juanico@ped.nm.gov.

All applicants must understand the requirements of this grant. Requirements include timely reporting as well as a commitment to spend the funds AND submit required documents to reflect spending. Before applying for this grant, applicants must first acknowledge whether the requirements identified below can be met:

- **REQUIREMENTS OF THE APPLICATION** – Applications must be written in language that is understandable to the reviewer. Most importantly, all the contents of the application must align with the Indian Education Act (IEA) and objectives for this grant. Please read the directions on the application thoroughly and ask questions to check for understanding. The application is purposely designed to align with the Act.
 - **APPLICANT INFORMATION PAGE**
Applicants must complete each required cell. In the cells titled, *Name and Title of Individual(s) Submitting the Application* and *Contact Information of Individual Submitting Application*, list all those individuals that the division can contact about the application/grant.
 - **NATIVE AMERICAN LANGUAGE & CULTURE (NALC) STAFF WORKSHEET**
All information on this worksheet will be cross verified with PED's Licensure Bureau. Applicants must list information that is accurate and legible.
 - **ASSURANCE FORM (See page 7 & 8)**
Each applicant must submit the page titled, *Assurance Form*. This page documents the applicant's understanding of the requirements for the grant if awarded. Applications will not be reviewed without the Assurance Form. Pueblos, Tribes, and Nations must have this document signed by a Tribal Leader. LEAs must have this document signed by the Superintendent.

Please see page 4 to cross-verify whether you have submitted all required documents and have completed the application meeting the identified criteria. Please combine all required documents into a single file.

- **REQUIREMENTS ONCE YOU ARE SELECTED AS AN AWARDEE**

- **REPORTING**

Each grantee is required to submit a mid-year report and an end-of-year (final) report. Mid-year reports are due January 31, 2025. Final reports are due July 15, 2025. IED will send the template to approved grantees.

In addition, all grantees are required to attend four (4) quarterly face-to-face check-ins with the IED team. These quarterly face-to-face check-ins will support grantees and the IED team to meet goals identified within the application as well as identify areas of support with spending down the grant. Data will be gathered from the quarterly face-to-face check-ins and used to drive decisions. General reports using the data from grantees can be shared with the Office of the Governor and members of the legislature. Quarterly face-to-face check-ins with grantees are scheduled for October (Quarter 1), January (Quarter 2), April (Quarter 3), and June (Quarter 4).

PROCEDURE FOR IED'S APPLICATION REVIEW AND EVALUATION

- Upon receipt of an application, the application will be assigned to a designated IED team member for review. The designated IED team member will be the team member responsible for ongoing communication as well as technical assistance throughout the entire fiscal year (FY25). All applicants will receive an email from the Deputy Director stating the application was received. The next email applicants will receive is an email from the applicant's designated IED team member.
- All applications for this grant are scheduled to be reviewed from May 7th – May 24th, 2024. If applicants submit applications before the deadline, the IED team will immediately begin the review. After you submit the application, please check your email daily for any communication from the IED team member assigned to your application. IED team members will also call as needed.
- All applications will be reviewed and approved based on the criteria set forth on the application.
- IED intends to notify all applicants about their approval by May 27-May 31, 2024.
- The last step will include the release of an award letter. Please refer to the timeline below.

TIMELINE FOR APPLICATION PROCESS

ACTION	RESPONSIBLE PARTY	DUE DATE
Release RFA and Application	Indian Education Division	Monday, April 22,2024
Submit Application	Eligible Applicant	May 6, 2024 <ul style="list-style-type: none"> All applicants are encouraged to submit before the established deadline.
Review Applications	Indian Education Division	May 7-24,2024
Notify Selected Grantees	Indian Education Division	May 27-31,2024
Release Award Letters	Indian Education Division	June and by July 1, 2024

- When applicants submit documents late and/or request extensions, the grantee risks receiving the Award Letter or IGA after July 1, 2024.*

CHECKLIST FOR APPLICANTS

All applications must be submitted as a complete packet before the review process by IED team is initiated. Use the checklist below to ensure you submit all required documents.

	Required Documents
	Applicant Information Page – All required fields/cells must be complete.
	Native American Language & Culture (NALC) Staff Worksheet - Applicants must list information that is accurate and legible.
	Assurance Form – Reviewed and Signed by the proper designee. See pages 7 & 8 of this RFA.

APPENDIX A: Native American Language and Culture Support to Preserve & Maintain Native Languages in New Mexico Grant – Eligible Grantees

Pueblos, Tribes, & Nations	State Districts
Pueblo of Acoma	Albuquerque Public Schools
Pueblo of Cochiti	Aztec Municipal Schools
Pueblo of Isleta	Bloomfield Schools
Pueblo of Jemez	Central Consolidated Schools
Jicarilla Apache Nation	Cuba Independent Schools
Pueblo of Laguna	Dulce Independent Schools
Mescalero Apache Tribe	Espanola Public Schools
Pueblo of Nambe	Farmington Municipal Schools
Navajo Nation	Gallup-McKinley County Schools
Pueblo of Ohkay Owingeh	Grants-Cibola County Schools
Pueblo of Picuris	Jemez Mountain Public Schools
Pueblo of Pojoaque	Jemez Valley Public Schools
Pueblo of Sandia	Las Cruces Public Schools
Pueblo of San Ildefonso	Los Lunas Public Schools
Pueblo of Santa Ana	Magdalena Municipal Schools
Pueblo of Santo Domingo	Pojoaque Valley Public Schools
Pueblo of Santa Clara	Rio Rancho Public Schools
Pueblo of San Felipe	Ruidoso Municipal Schools
Pueblo of Tesuque	Santa Fe Public Schools (PENDING)
Pueblo of Taos	Taos Municipal Schools
Pueblo of Zia	Tularosa Municipal Schools
Pueblo of Zuni	Zuni Public Schools
State and Local Charters	
Albuquerque Public Schools: Native American Community Academy (NACA)	
Albuquerque Public Schools: Gordon Bernell Charter School	
Albuquerque Public Schools: Voz Collegiate Preparatory Charter School	
Albuquerque Public Schools: William W. & Josephine Dorn Charter Community School	
Albuquerque Public Schools: Gilbert L. Sena Charter High School	
Hozho Academy	
Dream Dine Charter School	
Jemez Valley Public Schools: San Diego Riverside	
ACES Technical Charter School	
Dzit Dit Lool School of Empowerment Action and Perseverance (DEAP)	
Middle College High School Charter	
Six Directions Indigenous School	
Taos Integrated School of the Arts	
Vista Grande High School	
Walatowa Charter High School	
<i>Updated 4/25/2024_KJuanico</i>	

**Native American Language and Culture Support to Preserve & Maintain Native
Languages in New Mexico Grant
ASSURANCE FORM for PUEBLOS, TRIBES, and NATIONS**

The Governor/President must sign this form to document approval of the application.

On _____, 2024, _____ hereby applies for state funds requested in this application. If awarded, the entity agrees that the Assurances Form for all state funds and the terms therein are specifically incorporated by reference in this application. The entity also certifies that all program and pertinent administrative requirements will be met.

Grantees agree to the following assurances:

1. We, the undersigned, assure the New Mexico Public Education Department (PED)/Indian Education Division (IED) that the information included in the enclosed application is true and accurate.
2. Funding received will be used for the approved salaries of certified Native American Language and Culture staff only.
3. 75%-100% of the funding will be expended by the end of the funding period.
4. We will meet with PED for face-to-face quarterly check-ins no later than October 31, January 31, April 30, and June 30 of each fiscal year.
5. We will provide a mid-year report no later than January 31 and a final report no later than July 15 of each year.
6. Reimbursement requests will be submitted monthly with appropriate supporting documentation.
7. We will ensure compliance with the Indian Education Act, Sections 22-23A-1 through 22-23A-11 NMSA 1978 for all staff working with Native American Students.
8. Funded projects will maintain appropriate fiscal and program records.
9. All records of the activities will be retained for five years and access to those records will be available for the purposes of review and audit.
10. If any findings of misuse of these funds are discovered, project funds shall be returned to PED/IED.

The grant application will not be reviewed without a signature on this document.

Name of President/Governor: _____

Signature of President/Governor: _____ Date: _____

Name of Individual Submitting the Application: _____

Signature of Individual Submitting the Application: _____ Date: _____

Native American Language and Culture Support to Preserve & Maintain Native Languages in New Mexico Grant

ASSURANCE FORM for LOCAL EDUCATION AGENCIES (LEAs)

The Superintendent/Charter Leader must sign below to indicate their approval of the application.

On _____, 2024, _____ hereby applies for state funds requested in this application. If awarded, the entity agrees that the Assurances Form for all state funds and the terms therein are specifically incorporated by reference in this application. The entity also certifies that all program and pertinent administrative requirements will be met.

Grantees agree to the following assurances:

1. We, the undersigned, assure the New Mexico Public Education Department (PED)/Indian Education Division (IED) that the information included in the enclosed application is true and accurate.
2. Funding received will be used for the approved salaries of certified Native American Language and Culture staff only.
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5. We will provide a mid-year report no later than January 31 and a final report no later than July 15 of each year.
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9. If any findings of misuse of these funds are discovered, project funds shall be returned to PED/IED.

Name of Superintendent/Charter Leader: _____

Signature of Superintendent/Charter Leader: _____ Date: _____

Name of Indian Education Director: _____

Signature of Indian Education Director: _____ Date: _____