

**Subpart A—General**

**§ 477.1 What is the State Program Analysis Assistance and Policy Studies Program?**

The State Program Analysis Assistance and Policy Studies Program assists States in evaluating the status and progress of adult education in achieving the purposes of the Act.

(Authority: 20 U.S.C. 1213b(a))

**§ 477.2 Who is eligible for an award?**

(a) Public or private nonprofit agencies, organizations, or institutions are eligible for a grant or cooperative agreement under this program.

(b) Business concerns or public or private nonprofit agencies, organizations, or institutions are eligible for a contract under this program.

(Authority: 20 U.S.C. 1213b(a))

**§ 477.3 What activities may the Secretary fund?**

The Secretary may support the following directly or through awards:

(a) An analysis of State plans and of the findings of evaluations conducted in accordance with section 352 of the Act, with suggestions to State educational agencies for improvements in planning or program operation.

(b) The provision of an information network (in conjunction with the National Diffusion Network) on the results of research in adult education, the operation of model or innovative programs (including efforts to continue activities and services under the program after Federal funding has been discontinued), successful experiences in the planning, administration, and conduct of adult education programs, advances in curriculum and instructional practices, and other information useful in the improvement of adult education.

(c) Any other activities, including national policy studies, which the Secretary may designate, that assist States in evaluating the status and progress of adult education in achieving the purposes of the Act.

(Authority: 20 U.S.C. 1213b(a))

**§ 477.4 What regulations apply?**

The following regulations apply to the State Program Analysis Assistance and Policy Studies Program:

(a) The Federal Acquisition Regulation (FAR) in 48 CFR chapter 1 and the Department of Education Acquisition Regulation (EDAR) in 48 CFR chapter 34 (applicable to contracts).

(b) The regulations in this part 477.

(c) The regulations in 34 CFR part 425.

(Authority: 20 U.S.C. 1213b(a))

**§ 477.5 What definitions apply?**

The definitions in 34 CFR 425.4 apply to this part.

(Authority: 20 U.S.C. 1213b(a))

**Subpart B [Reserved]**

**Subpart C—How Does the Secretary Make an Award?**

**§ 477.20 How does the Secretary evaluate an application?**

(a) The Secretary evaluates an application for a grant or cooperative agreement on the basis of the criteria in § 477.21.

(b) The Secretary may award up to 100 points, including a reserved 15 points to be distributed in accordance with paragraph (d) of this section, based on the criteria in § 477.21.

(c) Subject to paragraph (d) of this section, the maximum possible score for each criterion is indicated in parentheses.

(d) For each competition as announced through a notice published in the FEDERAL REGISTER, the Secretary may assign the reserved points among the criteria in § 477.21.

(Authority: 20 U.S.C. 1213b(a))

**§ 477.21 What selection criteria does the Secretary use?**

The Secretary uses the following criteria to evaluate an application:

(a) *Program factors.* (10 points) The Secretary reviews each application to determine how well the objectives of the proposed project will assist States in evaluating the status and progress of their adult education programs.

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(b) *Extent of need for the project.* (10 points) The Secretary reviews each application to determine the extent to which the proposed project meets specific needs, including consideration of—

- (1) The needs addressed by the project;
- (2) How the applicant identified those needs;
- (3) How those needs relate to project objectives; and
- (4) The benefits to be gained by meeting those needs.

(c) *Plan of operation.* (20 points) The Secretary reviews each application to determine the quality of the plan of operation for the proposed project, including—

- (1) The quality of the design of the project;
- (2) The extent to which the plan of management is effective and ensures proper and efficient administration of the project;
- (3) How well the objectives of the project relate to the purpose of the program; and
- (4) The quality of the applicant's plan to use its resources and personnel to achieve each objective.

(d) *Quality of key personnel.* (15 points) (1) The Secretary reviews each application to determine the quality of key personnel the applicant plans to use on the proposed project, including—

- (i) The qualifications and experience of the project director, if one is to be used;
- (ii) The qualifications and experience of each of the other key personnel to be used on the project;
- (iii) The time that each person referred to in paragraphs (d)(1)(i) and (ii) of this section will commit to the project; and
- (iv) How the applicant, as part of its nondiscriminatory employment practices, will ensure that its personnel are selected for employment without regard to race, color, national origin, gender, age, or handicapping condition.

(2) To determine personnel qualifications under paragraphs (d)(1)(i) and (ii) of this section, the Secretary considers—

- (i) Experience and training in fields related to the objectives of the project;

- (ii) Experience and training in project management; and

- (iii) Any other qualifications that pertain to the quality of the project.

(e) *Budget and cost effectiveness.* (5 points) The Secretary reviews each application to determine the extent to which—

- (1) The budget is adequate to support the proposed project activities; and
- (2) Costs are necessary and reasonable in relation to the objectives of the project.

(f) *Evaluation plan.* (10 points) The Secretary reviews each application to determine the quality of the evaluation plan for the project, including the extent to which the applicant's methods of evaluation—

- (1) Are appropriate for the project; and
- (2) To the extent possible, are objective and produce data that are quantifiable.

(g) *Adequacy of resources.* (5 points) The Secretary reviews each application to determine the adequacy of the resources that the applicant plans to devote to the project, including facilities, equipment, and supplies.

(h) *Dissemination plan.* (10 points) The Secretary reviews each application to determine the quality of the dissemination plan for the project, including—

- (1) The extent to which the project is designed to yield outcomes that can be readily disseminated;
- (2) A description of the types of materials the applicant plans to make available and the methods for making the materials available; and
- (3) Provisions for publicizing the findings of the project at the local, State, and national levels, as appropriate.

(Approved by the Office of Management and Budget under control number 1830-0013)

(Authority: 20 U.S.C. 1213b(a))

[54 FR 34428, Aug. 18, 1989; 54 FR 46065, Nov. 1, 1989]

**§ 477.22 What additional factors does the Secretary consider?**

In addition to the criteria in § 477.21, the Secretary may consider the following factors in making an award:

- (a) *Geographic distribution.* The Secretary may consider whether funding a