

**DEPARTMENT OF VETERANS AFFAIRS**

**38 U.S.C. 521A and 38 CFR Part 77**

**FEDERAL AWARDING AGENCY NAME:** National Veterans Sports Program and Special Events

**FEDERAL OPPORTUNITY TITLE:** Grants for Adaptive Sports Programs for Disabled Veterans and Disabled Members of the Armed Forces (Adaptive Sports Grant Program)

**ACTION:** Notice of Funding Opportunity (NOFO)

**SUMMARY:** VA awards grants to qualifying organizations to plan, develop, manage, and implement programs to provide adaptive sports, provider training, and other opportunities for Veterans and members of the Armed Forces. With the use of these grants, VA is helping community organizations promote community reintegration through sports. Eligible activities range from traditional and Paralympic sports to non-traditional outdoor recreational activities.

**ANNOUNCEMENT TYPE:** Initial

**FUNDING OPPORTUNITY NUMBER:** VA-SPORTS-21

**ASSISTANCE LISTING:** 64.034

**KEY DATES:** Submission deadline 3:00 p.m. Eastern Time on March 31, 2021

**ADDRESSES:** Applications must be submitted via [www.grants.gov](http://www.grants.gov). Applications may not be sent by mail, email or facsimile (FAX).

**FOR FURTHER INFORMATION CONTACT:** Veterans Health Administration (VHA) Office of National Veterans Sports Programs and Special Events, Department of Veterans Affairs, 810 Vermont Avenue, N.W., Washington, DC 20420; (202) 461-7325 (this is NOT

a toll-free number); [grants4vets@va.gov](mailto:grants4vets@va.gov). More resources that may assist with the application process can be found at [www.blogs.va.gov/nvspse/grant-program/](http://www.blogs.va.gov/nvspse/grant-program/).

## SUPPLEMENTARY INFORMATION:

### I. Program Description

A. *Purpose*: The Adaptive Sports Grant Program provides grants to eligible adaptive sports entities to plan, develop, manage, and implement programs to provide adaptive sports activities for Veterans and members of the Armed Forces with disabilities. For the purpose of this program, adaptive sports activities are defined in accordance with 38 CFR 77.2 as:

(1) *instruction, participation, and competition in adaptive sports*

The grantee may offer opportunities for Veterans and members of the Armed Forces with disabilities to participate directly in adaptive sports, to participate in adaptive sports competitions, or to participate in activities where a new sport can be learned.

(2) *training and technical assistance to program administrators, coaches, recreation therapists, instructors, VA employees, and other appropriate individuals*

The grantee may offer adaptive sports training opportunities to community providers and/or VA staff members to improve their skills or learn new approaches for the delivery of adaptive sports to Veterans and members of the Armed Forces with disabilities.

(3) *coordination, Paralympic classification of athletes, athlete assessment, sport-*

*specific training techniques, program development (including programs at the local level), sports equipment, supplies, program evaluation, and other activities related to the implementation and operation of the program.*

For example, the grantee may offer sport-specific classification of Veteran athletes and training of providers to be classifiers in adaptive sports recognized by the United States Olympic & Paralympic Committee or International Paralympic Committee.

In addition to adaptive sports equipment for participation during an activity, funding may be used to purchase equipment that would allow for safe transfers in and out of sports equipment/sports environments and improve accessibility to disabled Veterans and members of the Armed Forces. However, construction will not be authorized through this grant mechanism.

*B. Funding Priorities:* The primary goal for this NOFO is to ensure that appropriate levels of resources are provided to eligible adaptive sports entities with capabilities that are well-suited to meet the needs and priorities for Veterans with disabilities and members of the Armed Forces with disabilities. Priorities to be supported by this NOFO are:

- (1) providing adaptive sports activities for Veterans, and members of the Armed Forces, with disabilities in underserved sports that are of increased interest.**
- (2) providing adaptive sports activities for Veterans, and members of the Armed Forces, with disabilities in geographic regions where limited sports opportunities are available for this population.**
- (3) in-person or web-based training for adaptive sports providers that minimizes**

**required travel.**

**(4) including VA subject matter experts in the development of the curriculum for in-person or web-based training for adaptive sports providers.**

**(5) provide classifier certification opportunities to increase qualified personnel across the country.**

**(6) provide athlete classification opportunities for Veterans, and members of the Armed Forces, with disabilities**

C. *Definitions:* 38 CFR 77.2 contains definitions of terms used in the Adaptive Sports Grant Program and this NOFO.

D. *Authority:* This grant program is authorized by 38 U.S.C. 521A. VA implements the Adaptive Sports Grant Program by regulation in 38 CFR Part 77. Funds made available under this NOFO are subject to the requirements of the aforementioned regulations and other applicable laws and regulations.

E. *Requirements for the Use of Grant Funds:* The grantee's request for funding must be consistent with the limitations on and uses of grant funds set forth in 38 CFR Part 77 and this NOFO. In accordance with the regulations and this NOFO, the following requirements apply to grants awarded under this NOFO:

**(1) Grantees may use up to a maximum of five percent of grant funds for all administrative expenses,** which includes administrative expenses and any cost associated with an employee of the eligible entity other than reimbursement for time spent by such an employee directly providing coaching or training for participants, as identified in 38 CFR 77.14(c). Funding associated with proposed activities that are administrative in nature (e.g. recruitment activities, planning and

grant management) will be considered as administrative costs, even if listed as otherwise in the proposal. The five percent rate is mandated by Public Law 113-59, Sec. 5(c) and applies unique definitions of administrative costs that supersede other federal non-legislative guidance.

- (2) Grant funds are solely to be used to support or provide services to Veterans or members of the Armed Forces with disabilities, as required in 38 CFR 77.14(d).
- (3) Grantees may not use grant funds to support or provide services from individuals barred from receiving VA benefits, as identified in 38 CFR 77.14(e).

## **II. Federal Award Information**

A. *Overview:* This NOFO announces the availability of up to sixteen million dollars (\$16,000,000) for initial grants to provide adaptive sports activities under the Adaptive Sports Grant Program to Veterans, and members of the Armed Forces, with disabilities.

B. *Funding:*

(1) VA will provide up to \$16,000,000 over a 12-month period for initial grants to eligible entities proposing adaptive sports activities listed under Section I.A. (*Purpose*) above.

- Up to \$14,500,000 will be awarded for proposals to plan, develop, manage, and implement programs to provide adaptive sports activities for Veterans and members of the Armed Forces with disabilities.
- Up to \$1,500,000 will be awarded for proposals providing equine therapy

targeted for Veterans and members of the Armed Forces with disabilities related to mental health issues. This separation of grant funding has been designated by Public Law 116-94 as explained in the Explanatory Statement (165 Cong. Rec. H11402 (daily ed. December 17, 2019) (statement of Rep. Lowery)) for the Public Law.

(2) **VA will not consider a renewal grant application under this NOFO.** Current grantees must submit an initial application if seeking grant funding.

(3) All awards funded under this announcement will be grants.

C. *Allocation of Funds:* Funding will be awarded under this NOFO to grantees for a 12-month period. The following requirements apply to adaptive sports grants awarded under this NOFO:

(1) The maximum award amount for an Adaptive Sports Grant Program application under this NOFO is \$750,000. Of note, there are additional audit requirements for entities that expend \$750,000 or more from federal grants, as outlined in 2 CFR 200.501.

(2) There is not an established maximum number of Adaptive Sports Grant Program applications per eligible adaptive sports entity per year. It is recommended applicants submit separate grants for programming related to provision of sports or related services to Veterans and members of the Armed Forces with disabilities versus training for adaptive sports providers to provide these services to Veterans or members of the Armed Forces with disabilities. All activities that fall under an individual category (Programming for Veterans or Training of Providers) can be included in a single application award up to a maximum of \$750,000.

(3) Multiple applications from the same applicant which duplicate programming/ deliverables will not be considered for funding. Each application must be for unique deliverables.

D. *Adaptive Sports Activities Grant Award Period:* All Adaptive Sports Grant Program awards will be for a 12-month period, September 30, 2021 - September 30, 2022.

### III. Eligibility Information

#### A. *Eligible Applicants:*

To be eligible, an applicant must qualify as a Non-Federal Government entity with **significant experience in managing a large-scale adaptive sports program**, as defined in identified in 38 CFR 77.2, for persons with disabilities if those disabilities are the same as those of Veterans with disabilities, and members of the Armed Forces with disabilities. “Significant experience” and “large-scale” are addressed in 38 CFR 77.2 as:

To demonstrate Significant Experience:

- All the key personnel identified in the adaptive sports grant application must have qualifications that demonstrate experience implementing the adaptive sports activities to be provided, and demonstrate experience working with persons with the disabilities that Veterans and members of the Armed Forces may experience.
- Demonstrate a minimum of two continuous years of implementing adaptive sports activities and working with individuals with disabilities (these years must occur immediately prior to the date of the Adaptive Sports Grant Program application submission to VA).

- When more than one entity will be engaged in the provision of the adaptive sport activities, the entity applying for the adaptive sports grant must provide documentation that verifies that through the partnership, it has the experience necessary to implement all the adaptive sports activities proposed in the adaptive sports grant application.

To qualify as a Large-Scale adaptive sports program an organization must be one or more of the following:

- An adaptive sports program of a National Paralympic Committee (NPC) or of a National Governing Body (NGB) that is authorized to provide Paralympic sports programs in one or more States.
- An adaptive sports program of a NGB that has been recognized by an external validating authority if the programs validated by that authority, if considered one program, would be a program in which at least 50 persons with disabilities participate or in which the persons with disabilities who participate reside in at least five different congressional districts.
- An adaptive sports program in which at least 50 persons with disabilities participate or in which the persons with disabilities who participate reside in at least five different congressional districts.

B. *Cost Sharing or Matching*: This section is not applicable to the Adaptive Sports Grant Program.

C. Equine Therapy: Must meet criteria established in Section III.A of this NOFO and to be eligible for consideration for funding specifically designated for equine therapy for mental health issues provided by Public Law 116-94 as explained in



the Explanatory Statement (165 Cong. Rec. H11402 (daily ed. December 17, 2019) (statement of Rep. Lowery)) for the Public Law, the applicant must clearly document objectives and strategies to address mental health issues through equine therapy in the grant proposal. For Sections IV, V, and VI under this NOFO, the instructions for equine therapy for mental health issues and all other grant applications are the same.

- D. *Other*. To be eligible, an entity must comply with 2 CFR part 200 criteria for a Non-Federal entity eligible for federal grant programs. For example, if an entity has been found to be in violation of a particular Federal statute and as a result is precluded from receipt of federal grant funds, that entity is ineligible and will not be considered for a grant. Because the Adaptive Sports Grant Program provides adaptive sports activities for Veterans and members of the Armed Forces with disabilities, applicants that do not provide adaptive sports activities for Veterans or members of the Armed Forces with disabilities, or persons with disabilities that are the same as those that may be experienced by Veterans or members of the Armed Forces, will not be considered for funding.

#### **IV. Application and Submission Information**

- A. *Address to Request Application Package*: There are 6 elements that are required to make a complete grant application, and 2 additional optional elements. Elements listing specific forms can be found on [www.grants.gov/](http://www.grants.gov/) and VA National Veterans Sports Program and Special Events (NVSP&SE) webpage, [www.blogs.va.gov/nvspse/grant-program/](http://www.blogs.va.gov/nvspse/grant-program/), and the location of each is indicated below.

***Applications that are incomplete or incorrect will result in the application not being considered for funding.***

B. *Content and Form of Application Submission*: **Note: Upload all forms for the VA Adaptive Sports Grant Program Opportunity Number VA-SPORTS-21 application via the [www.grants.gov/](http://www.grants.gov/) portal. Only documents listed as the titles indicated below will be forwarded for review consideration:**

**(1) REQUIRED: Adaptive Sport Grant Application (VA Form 10096) - Required title “VA-10096”. This document should be saved and uploaded as a PDF.**

VA Form 10096 can be found on the NVSP&SE Program website. All fields in the form must be completed for the form to be considered complete. Applications including incomplete VA Form 10096 forms will be screened out during the administrative review.

For the deliverables section (Exhibit A) all applicants should clearly indicate the:

- sport offered/training provided,
- city and state where the programming will be conducted,
- frequency of the programming,
- the estimated number of Veterans served/adaptive sports providers trained,  
and
- budget estimate for each deliverable.

Additional guidance/suggestions related to completion of this form can be found on the NVSP&SE website. It is a requirement that all grant recipients participate in a joint outreach campaign with VA, consistent with 38 CFR 77.11, to inform all eligible Veterans and separating members of the Armed Forces with disabilities about the existence of the adaptive sports activities funded by the grant. This plan

can be detailed in outreach section of VA Form 10096.

Within the Program Budget (Exhibit B), personnel expenses should be divided between Personal (Operational) and Personal (Administrative) expenses. Personal (Operational) are any cost associated reimbursement for time spent by such an employee directly providing coaching or training for participants, and Personnel (Administrative) are any cost associated with an employee of the eligible entity other than reimbursement for time spent by such an employee directly providing coaching or training for participants.

**(2) REQUIRED: Program Past Performance (1-page maximum):**

This document must be formatted in **12-point font**, and if more than **1 page** is submitted, only the first page will be considered in the review process.

Applicant must clearly demonstrate eligibility to receive a grant award in accordance with 38 CFR 77.2. Eligibility criteria are stated in Section III.A. of this NOFO. It is highly recommended that if “New” or “1-2 Years” is selected in Box 16: Program History on VA Form 10096, that this document be provided to clarify eligibility.

**(3) OPTIONAL: Program Specifics (2-pages maximum):**

This document must be formatted in **12-point font**, and if more than **2 pages** are submitted, only the first 2 pages will be considered in the review process.

This document can be utilized to expand on sections of VA Form 10096 if they require additional space for details beyond the space allotted on VA Form 10096, e.g. Exhibits A-D.

**(4) REQUIRED: Narrative (10-page maximum) – Required title “Narrative”.**

**Document should be saved and uploaded as a PDF.**

Narrative must be formatted in **12-point font**, and if more than **10 pages** are submitted, only the first 10-pages for the Narrative will be provided to the review team for consideration.

Clearly state at the top of the Narrative which designated funding the proposal is seeking:

- Indicate “**Equine for Mental Health**” if seeking funding from the \$1,500,000 designated for equine therapy targeted for Veterans and members of the Armed Forces with disabilities related to mental health issues, or
- Indicate “**Adaptive Sports General**” for all other proposals

The Narrative should include detailed information regarding the proposed program that allow the Adaptive Sports Grant Program review team to fully understand the applicant’s plan and ability to execute this plan. This includes clearly describing the plan for the proposed program; clearly stating the program concept and objectives; ensuring the plan is based on evidence and experience that will lead to attaining the objectives; clearly describing the program management structure; linking all of these aspects to support how the application will be able to successfully execute the proposed program; clearly describing and justifying the applicants financial capability and plan and proposed budgeted costs; describing how the proposed activities will provide opportunities in geographic regions where VA has identified limited sports opportunities for Veterans and members of the Armed Forces with disabilities; and how the application meets the priorities of the Adaptive Sports Grant Program, and specifically the priorities of this NOFO. It is recommended that attention and consideration be paid to the Merit Review criteria listed in Section

V.A(2) when drafting the Narrative.

- (5) REQUIRED: Application for Federal Assistance (SF-424) - Complete through [www.grants.gov](http://www.grants.gov).**

This form is completed through [www.grants.gov](http://www.grants.gov) and will be included as part of the application.

- (6) REQUIRED: Budget Information (SF-424A) - Complete through [www.grants.gov](http://www.grants.gov).**

This form is completed through [www.grants.gov](http://www.grants.gov) and will be included as part of the application.

- (7) REQUIRED: VA-FSC Vendor File Request Form (VA Form 10091) - Required title “VA-10091”. Document should be saved and uploaded as a PDF.**

VA Form 10091 can be found on the NVSP&SE Program website. All fields on the right-hand side of the form must be completed for the form to be considered complete. VA Financial Management System is unable to process VA-FSC Vendor File Request Forms that have an electronic signature, therefore a wet (pen and ink) signature is required. This form is required for all applicants.

- (8) OPTIONAL: Letters of Support - Request combining all letters into a single document and upload as “Support.pdf”.**

- a. Letters of Support for recruiting target population:**

Letters of support may be provided to demonstrate the applicant has relationships that will allow them to successfully recruit the population targeted in the proposal. These letters may come from, but are not limited to, VA

medical centers, DoD medical treatment facilities, and Veteran Service Organizations. It is recommended these letters highlight the willingness of correspondent to collaborate and assist the applicant in identifying eligible participants for the proposed activities.

**b. Letters of Partnerships:**

If the adaptive sports activities will be implemented through partnerships as described in 38 CFR 77.5(a)(5) and 77.8(b), signed documentation of the partners confirming a partnership must be submitted. Letters of partnership should include details of the scope of activities and if applicable, scope of funding involved in the partnership. If these letters are not provided as directed, the proposal will be evaluated as if the partnership has not been officially established. Additional supporting attachments may be provided at the applicant's discretion. Letters of recommendation from individuals and entities that are not involved in delivery of adaptive sports services do not qualify as partnership letters.

**c. Letters of Congressional or Community Support:**

Letters of support may also be provided from members of Congress and organizations throughout the community to demonstrate broad support for the proposed efforts.

A. *Additional Submission Requirements:* As per 2 CFR 200, each applicant (unless the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)) is required to:

- (1) **Be currently registered and provide a valid Duns & Bradstreet (D-U-N-S) number in its application (<https://fedgov.dnb.com/webform/>).**
- (2) **Be registered in the System for Award Management (SAM) for a Commercial and Government Entity Code (CAGE) before submitting its application ([www.sam.gov/SAM/](http://www.sam.gov/SAM/)).** Please note, there is no cost to register, update, or renew an entity registration in SAM.
- (3) **Register in [www.grants.gov](http://www.grants.gov). Authorization of roles, including the ability to submit an application on behalf of an organization, is managed by the E-Business Point of Contact for that organization.** If you do not know the E-Business Point of Contact for your organization, please reach out to Grants.gov Applicant Support at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).
- (4) **Continue to maintain an active SAM registration for the duration of the application period.**

D. *Submission Dates and Times:* Once all submission requirements are completed (Section IV.B.), applications must be submitted through **www.grants.gov by 3:00 p.m. Eastern Time on March 31, 2021**. This deadline is the submission date and time that is tracked through [www.grants.gov](http://www.grants.gov). Confirmation of an application submission will be auto-generated and sent by [www.grants.gov](http://www.grants.gov). This correspondence will be the only notification to the applicant prior to award or non-selection. Applications must be submitted as a complete package. Materials arriving separately will not be included in the application package for consideration and may result in the application being rejected. All applications not meeting the above criteria will be ineligible for further review and cannot be considered for funding. In the interest of fairness to all competing applicants, **the deadline of 3:00 p.m. Eastern Time on**

**March 31, 2021 is firm as to date, hour and minute.** Applicants should consider this stipulation and submit materials early to avoid risk of loss of eligibility brought about by unanticipated delays, computer service outages, or other submission-related problems.

E. *Amendment Submissions:* After an applicant has submitted a complete application, and prior to the stated deadline, an applicant may submit an amendment to the grant application package, as described under 38 CFR 77.6. An amendment cannot change the scope of the original application or increase the amount of the grant requested by more than a total of 10-percent. An applicant seeking to amend its grant application must submit a narrative description of, and clear justification for, the requested changes, a revised Standard Form 424 (Application for Federal Assistance), and a revised Standard Form 424A (Budget Information). These revised documents must also be submitted through [www.grants.gov](http://www.grants.gov).

F. *Intergovernmental Review:* This section is not applicable to the Adaptive Sports Grant Program.

G. *Funding Restrictions:*

(1) A grant may not exceed \$750,000.

(2) A maximum of five percent of grant funds may be allocated for all administrative expenses, which includes any cost associated with an employee when not directly providing coaching or training for participants.

(3) Funding cannot be utilized to support construction.

(4) Funding cannot be utilized to support research activities.

(5) Funding cannot be utilized to reimburse expenses incurred prior to the period of



performance.

(6) Funding is not intended to be reimbursement for medical services.

H. *Other Submission Requirements:*

Submission of ***an incorrect or incomplete application package will result in the application being rejected*** during an initial administrative review [Section V.A(1)].

The application packages must contain all required elements listed in Section IV.B.

Selections will be made based on criteria described in 38 CFR 77.5 and this NOFO.

The application package **must be submitted through [www.grants.gov/](http://www.grants.gov/)** to be

transmitted to the following: VHA Office of National Veterans Sports Programs and

Special Events, Department of Veterans Affairs, 810 Vermont Avenue, N.W.,

Washington, DC 20420. **Applications may not be sent by mail, email or facsimile**

**(FAX).**

V. **Application Review Information**

Submitted applications will undergo a three-phase review process: administrative, merit, and programmatic.

A. *Criteria*

(1) **Administrative Review:** VA will only score applications that meet the following minimum requirements:

(a) The application is filed within the time period and submission process established in the NOFO.

(b) The application includes all required elements listed in Section IV.B.

(c) These elements have all required fields completed.

- (d) The deliverables proposed are unique from other applications submitted by the same applicant, when submitting multiple applications.
  - (e) Compliant for all funding restrictions referenced in Section IV.G.
  - (f) The applicant has an active SAM.gov registration for the duration of the review period.
  - (g) The applicant is an eligible entity as defined in 38 CFR 77.2.
  - (h) The activities for which the adaptive sports program grant is requested are eligible for funding under 38 CFR Part 77 and this NOFO.
  - (i) The applicant's proposed participants are eligible to receive adaptive sports activities under 38 CFR Part 77.
  - (j) The applicant does not have an outstanding obligation to the Federal Government that is in arrears and does not have an overdue or unsatisfactory response to an audit.
  - (k) The applicant is not in default by failing to meet the requirements for any previous Federal assistance.
- (2) **Merit Review:** VA will use the following criteria to score applications consistent with 38 CFR 77.12(f):
- (a) VA will award up to 10 points based on the applicant's adaptive sports activities plan.
  - (b) VA will award up to 10 points based on the applicant's program concept and objectives.
  - (c) VA will award up to 10 points based on the program design and program

elements directly linked to the achievement of program objectives.

- (d) VA will award up to 10 points based on adequacy of program management structure to include background, qualifications, experience, and past performance (with particular focus on adaptive sports activities) of the applicant, and any service provision partner(s).
- (e) VA will award up to 20 points based on the applicant's capability to successfully execute the program (including support provided by any partnerships that establish the ability to recruit the target population).
- (f) VA will award up to 15 points based on the applicant's financial capability and plan and based on whether budgeted costs are reasonable, allowable and produce good value for the amount of funds paid for the activities proposed to be undertaken.
  - i. It is generally not considered reasonable budgeted costs to request to purchase vehicles or horses, however, grant funding to rent a wheelchair accessible van, bus, or truck would generally be considered reasonable.
  - ii. Budgeted costs should not be utilized to support athlete or staff travel to attend VA national rehabilitation events (National Veterans Wheelchair Games, National Veterans Creative Arts Festival, National Veterans Golden Age Games, National Disabled Veterans Winter Sports Clinic, National Disabled Veterans TEE Tournament, National Veterans Summer Sports Clinic).
  - iii. Travel funds of 20% or less of the total grant award are usual and customary. Travel funds greater than 20% of the total grant award may

be allowable but requires a **detailed written justification** in the required Narrative document (Section IV.B(4) of this NOFO). It is not authorized to use grant funding for travel for VA employees in official duty status.

- iv. If an applicant has an existing agreement with VA (e.g., Memorandum of Agreement), the application and agreement will be considered individually to ensure that services are not duplicated.
- (g) VA will award up to 15 points based on the applicant's proposal to provide adaptive sports opportunities in geographic regions where VA has identified limited sports opportunities for Veterans and members of the Armed Forces with disabilities. Veteran density and availability of services in the identified community are factors in determining geographic need.
- (h) VA will award up to 10 points based on the applicant's proposal to provide an adaptive sports activity or adaptive sports activities that meet VA's current priorities and needs for Veterans, and members of the Armed Forces, with disabilities. This weighting will be determined based on how well the proposed adaptive sports activities address the priorities described in Section I.B of this NOFO.

### **(3) Programmatic Review**

- (a) Merit review score,
- (b) Active agreements with VA (e.g. Memorandum of Agreement) to provide adaptive sports services or activities will be considered to optimize use of funding for grant awards,

- (c) Relevance of application to the total grant funds allocated for a specific sport,
- (d) Relevance of application to the total grant funds allocated for a specific region,
- (e) Relevance of application to the total grant funds allocated for a specific type of activity, and
- (f) Relevance of application to the total grant funds allocated for a specific type of disability.

B. *Review and Selection Process:* Submitted applications will undergo a three-phase review process: administrative, merit, and programmatic. All applications submitted via [www.grants.gov/](http://www.grants.gov/) will first be reviewed for the administrative review criteria indicated in Section V.A(1). Those determined to be ineligible based on these stated criteria will not be scored for funding consideration. Those applications determined to be eligible for funding consideration after the administrative review will undergo a merit review, and scoring will be based on criteria indicated in Section V.A(2). Those applications receiving a total merit score of less than 65 will be determined to be ineligible for funding consideration. Remaining applications will be considered for funding recommendation based on the programmatic review process.

## **VI. Federal Award Administration Information**

A. *Federal Award Notices:* For grant applications that are selected for funding, NVSP&SE will contact the applicants to enter into a grant agreement with VA. Payments will be made to the grant recipient in accordance with 38 CFR Part 77, 2 CFR Part 200 and

other applicable provisions of this NOFO. Contact by NVSP&SE prior to receipt and signature of the grant agreement does not confirm or suggest recommendation of funding is forthcoming. The grant agreement is the verification of award and will be sent for signature via email to the point of contact indicated in the application.

B. *Administrative and National Policy Requirements:* As a condition of receiving a grant, the applicant must agree to conduct a joint outreach campaign with VA as described in 38 CFR 77.11.

C. *Reporting and Monitoring:* Upon execution of a grant agreement with VA, grantees will comply with requests from NVSP&SE for provision of oversight and monitoring of adaptive sports activities subject described in 38 CFR 77.16 and 38 CFR 77.18.

(1) *Reporting* will be required quarterly and an annual report at award close-out. All reporting will be completed electronically. In these reports, grantees will be required to report data including, but not limited to: information on participants served, time spent providing adaptive sports activities, financial and acquisition data related to the grant, types of supportive services provided and other information as requested by NVSP&SE. Grantees must report on all activities funded by the Adaptive Sports Grant Program. Through all reporting, the grantee will be expected to demonstrate adherence to the grantee's proposed program concept, as described in the grantee's application.

(2) *Monitoring* will consist of all grant recipients being subject to visits to monitor operations and compliance.

## **VII. Federal Awarding Agency Contact**

VHA Office of National Veterans Sports Programs and Special Events, Department of

Veterans Affairs, 810 Vermont Avenue, N.W., Washington, D.C. 20420; (202) 461-7325 (this is NOT a toll-free number); [grants4vets@va.gov](mailto:grants4vets@va.gov). More resources that may assist with the application process can be found at [www.blogs.va.gov/nvspse/grant-program/](http://www.blogs.va.gov/nvspse/grant-program/).

All correspondence with VA concerning this NOFO should reference the above title and funding opportunity number listed at the top of this solicitation. Please read the complete announcement before sending inquiries or submitting proposals. Once the NOFO submission deadline has passed, VA staff may not discuss this competition with applicants until all award notifications have been completed.

#### **VIII. Other Information**

A. *Payments of Adaptive Sports Program Grant Funds:* Grantees will receive payments electronically through the U.S. Department of Health and Human Services Payment Management System. All payments will be made on a reimbursement basis as per guidance from the Office of Management and Budget.