**American History and Civics – National Activities Program (AHC-NA)**

**CFDA Number: 84.422B**

**Appendix G: Optional FY 2023 AHC-NA Competition Applicant Checklist**

This optional applicant checklist is designed to aid prospective applicants in ensuring their draft application includes all required components before it is submitted in Grants.gov. By identifying where required information can be found in the application, the checklist also enables the Department to efficiently and accurately determine whether grant applications meet all eligibility requirements and prevents applications from being found ineligible for funding because required information cannot be located. Therefore, we strongly encourage, each potential applicant to complete and submit the optional checklist as part of their application appendices.

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| **Applicant Name** |  |
| **ED Standard Forms and Application Parts**  | **Included (Yes/No)** |
| Application for Federal Assistance (SF 424) |  |
| Department of Education Supplemental Information for SF 424  |  |
| ED Grant Application Form for Project Objectives and Performance Measures Information – 1894-0017  |  |
| EED Applicant Budget Worksheet |  |
| Disclosure of Lobbying Activities (SF-LLL) |  |
| Grants.gov Lobbying Form (formerly ED 80-0013 form)  |  |
| GEPA Section 427 |  |
| Assurances – Non-Construction Programs (SF 424B) Grants.gov Lobby form (formerly ED 80-0013 form) |  |
| ED Abstract Narrative Form Project Narrative Form Budget Narrative Form |  |
| Other Attachments Form (Upload Appendices, Match intent and ability letter, & High-Needs School data here) |  |
| Appendix A: Logic Model |  |
| Appendix B: Documentation of applicant’s demonstrated expertise in the development of evidence-based approaches with the potential to improve the quality of American history, civics and government, or geography learning and teaching.​ |  |
| * Appendix C: Resumes of Key Personnel
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| * Appendix D: Current Approved Indirect Cost Rate Agreement
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| * Appendix E: Letters of Support and MOUs from partners, if applicable
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| * Appendix F: Match Intent and Ability Letter (if applicable to the program)
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| * Appendix G: Proprietary Information - *Eligible Applicants should identify any specific proprietary information and page numbers in the application where it can be found.*
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| * Appendix H: Other documents, if applicable
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| * Appendix I: Optional AHC Applicant Checklist
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| **Priorities** | **Described on Page(s)** |
| Absolute Priority 1 - Innovative Instruction or Professional Development in American History, Civics and Government, and Geography |  |
| Competitive Preference Priority 1 – Innovative Activities for Civic Engagement |  |
| Competitive Preference Priority 2 – Promoting Equity in Student Access to Educational Resources and Opportunities.  |  |
| Invitational Priority – A description of the applicant’s approach for fostering critical thinking and promote student engagement in civics education through professional development and/or student-facing projects involving media literacy, digital citizenship, or other activities. |  |
| **EED Applicant Budget Worksheet** | **Yes/No** |
| The application includes the EED applicant budget worksheet, completed in accordance with the application instructions published on the competition webpage and in Grants.gov. |  |
| The EED Applicant Budget Worksheet has been saved as a PDF and uploaded to the application (The native MS Excel file format of the EED Applicant Budget Worksheet may cause disruptions upon submission, so the AHC program office recommends saving the file as a PDF and uploading in that format). |  |