



*Access to the World and Its Languages*

# Business and International Education (BIE) Program 2012 Title VI Business Meeting



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# Welcome And Introductions



# Purpose and Agenda



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## ➤ **Purpose:**

To provide information relevant to current BIE Project Directors on administering BIE projects



# IFLE FY 2012 Grant Program Priorities



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## **Meeting President Obama's 2020 Goal: Most Competitive Workforce in the World**

IFLE funding supports President Obama's initiative by enabling teachers and administrators to internationalize their education programs in order to prepare our students to become active and productive citizens of a global society

## **Improve Access & Diversity in International Education: A World-Class Education for All**

– IFLE's FY 2012 strategic plan will give targeted assistance to minority-serving institutions, community and technical career colleges, and institutions new to IFLE programs to ensure more postsecondary students from underserved and underrepresented groups will have a world-class education that includes international and study abroad opportunities.

## **Increasing national security and global competitiveness: Strengthen the civic fabric of democracy-**

This IFLE strategic goal addresses President Obama "100,000 Strong" China Abroad Initiative, the Department's priority "Resiliency and Prosperity that aligns with OPE's "Strengthen the Civic Fabric of Democracy." IFLE programs enhance national capacity to develop a 21<sup>st</sup> Century workforce that possesses foreign language and cross-cultural competency to build partnerships with the global world.



# Budget for FY2013



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## ➤ **FY2013:**

- **Hope to have more program funds than in FY2012**
- **Hope to fund more projects than in FY2012**
- **Areas of Interest:**
  - **1<sup>st</sup> time grant recipients with BIE**
  - **MSIs and community colleges**
  - **College completion**
  - **First generation students**
  - **Underserved populations**





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# Administration of Project Grants



# First Things First



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## **Role of IFLE**

- Collaborate in issuing guidelines and supporting funding
- Coordinate the monitoring of project activities and data collection
- Remain in frequent contact during the grant's period of performance



# First Things First



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## **Responsibilities under the BIE Grant**

- Implement the grant project
- Exercise proper stewardship of federal funds
- Comply with all legal and regulatory requirements
- Report all required information to the Department
- Maintain regular contact with program office  
*(Tanyelle Richardson and Program Staff)*





# First Things First



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## **Format for citing BIE support**

- You must cite the Business and International Education (BIE) Program in all related publications, Web sites, and press releases. Also, please provide a link to the BIE website <http://www2.ed.gov/programs/iegpsbie/index.html> on your Website.

## **Example of Statement for Publications and Websites**

- “The contents of this (insert type of publication; e.g., book, report, film) were developed under a grant from the Business and International Education (BIE) Program, U.S. Department of Education. However, those contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.”



# Processing “Changes”



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## **Expanded Authorities**

- Extending the project period for up to one year
- Carrying funds over from one budget period to the next
- Incurring pre-award costs up to 90 days before the budget period begins
- Transferring funds among budget categories



# Processing “Changes”



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## No-Cost Extensions

- The period of performance for grant projects can be extended *one time for a period of up to 12 months*.
- Requests should be submitted 10 days (30 days preferable) before the end of the project in the IRIS system. ***(Time extension screen from IRIS)***
- Requests must clearly state the reasons for the time extension and provide a budget for expending the remaining funds.





**Project Director:**  
**World Area:**

**Due Date:**  
**Submit Date:**  
**Amount:**

[Home](#) | [Update Password](#) | [Contact Us](#) | [Help](#) | [User Guide](#) | [Logoff](#)

Administrative

Reports

Project Info

Add User

Travel Requests

Select, View,  
Submit Reports

Narratives

Budget

Report Data

Report  
Screens:

Faculty  
Enhancement

Language  
Programs

Language  
Courses

Language  
Positions

IAS  
Programs

IAS  
Courses

IAS  
Positions

Outreach  
Activities

Study Abroad/  
Internships

Grant  
Results

## Time Extension

Section 74.25 of the Education Department General Administrative Regulations (EDGAR) allows a grantee to notify IEPS about the necessity to extend the end of a grant for up to 12 months. The time extension allows you to complete an activity that you were unable to complete before the scheduled end date of your grant. If you need a time extension, you must notify your program officer in writing at least 10 days before the end date of the grant.

\*Please provide a justification for the one-time time extension.

Comments: (limit 1,500 characters and spaces)

\*Enter the amount of funds to be used during the time extension

\$

\*Enter the revised end date for your project. When the project end date is extended, the due date for the submission of your final performance report will change. The final performance report will be due 90 days after the revised end date.

Example: 01/01/1900

Please note: According to EDGAR 74.25(e)(2)(ii) a time extension may not be exercised merely for the purpose of using unobligated balances.

# Processing “Changes”



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## **Time extensions are *not* authorized when:**

- ▶ Additional federal funds are needed.
- ▶ The scope or objectives of the project changes.
- ▶ It is merely for the purpose of exhausting, unexpended federal funds.
- ▶ It is contrary to federal statute, regulation, or grant conditions.



# Processing “Changes”



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## **Unexpended Funds**

- Funds that are not spent in one budget period are considered “carryover” or “carry forward” funds.
- Carryover funds can move to the next budget period without approval.
- Carryover funds must be discussed in the annual performance reports.



# Processing “Changes”



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## **Budget Transfers**

- ▶ Small changes in the budget between line items do not change the project scope or objectives – less than 10% of a line item.
  
- ▶ Budget transfers that do require prior approval involve:
  - Training stipends
  - Work contracted out to consultants and partner organizations



# Processing “Changes”



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## **Changes that Require Prior Approval**

- Changes in the scope of work
- Replacing project director
- International travel that was not previously approved
- Transferring funds from direct costs into indirect costs





# From One Year to the Next



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## **Reporting**

- The purpose of interim and annual reports is to document performance and inform your program officer on the progress towards achieving project goals.
- Final reports due 90 days after performance period end date.



# From One Year to the Next



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## **Accessing & Submitting Reports**

- Interim, Annual, and Final Reports can be submitted at <http://iris.ed.gov/iris/ieps/irishome.cfm>, using an online template that can be accessed using your username, password, and award number.
- The password is assigned to the project director, who then in turn, can enter in “Additional Users” who can access and work on reports. Only Project Director can submit!



# Closing Down



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## **Final Performance Reports**

- comprehensive report of the project activities and outcomes
- due no later than 90 days after the project's end date – after any time extension
- IRIS screens, attach final detailed line item budget, send or attach SF 425 forms (formerly SF 269 forms).



# Resources



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EDGAR

<http://www.ed.gov/policy/fund/reg/edgarReg/edgar.html>

OMB Circulars

<http://www.whitehouse.gov/omb/circulars/>

Financial Management Requirements

<http://www2.ed.gov/policy/fund/guid/gposbul/financial-management-memo-2009.pdf>

Grants Management Training (G5)

<http://vpp.ed.gov/training/>



# Possible Future of BIE



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Outcome	Novice	Intermediate	Advanced
Institutional			
Faculty			
Student			



# Measurable Outcomes



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## **From:**

- % of successful projects
- % of outreach activities that are adopted or disseminated within project period
- Cost/project

## **To?:**

- #s new IB courses developed with BIE/Matching Funds
- #s of students completed IB courses
- #s of New Partnerships
- #s of New student internships





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# Thoughts?





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# THANK YOU

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Questions and  
Discussion

