



April 3, 2009

# FAQs

## FISCAL YEAR 2009 CITIZENSHIP GRANT PROGRAM

Through the Consolidated Security, Disaster Assistance and Continuing Appropriations Act of 2009 (Public Law 110-329), Congress created the Fiscal Year 2009 Citizenship Grant Program. This competitive grant program provides approximately \$1.2 million of federal funding—in the form of 12 \$100,000 individual awards—to support citizenship preparation programs for legal permanent residents (LPRs).

Following are answers to the most frequently asked questions USCIS has received thus far. This document will be updated as deemed appropriate.

### PERSONNEL COSTS AND PROJECT STAFFING

**Q1: The RFP states that personnel costs will not exceed 30 percent of the budget.**

Please note that the 30 percent limitation applies to personnel providing other than direct services, such as administrative or management staff, to one of the priority immigrant groups. Costs associated with direct services are not subject to the 30 percent cap.

Direct services include, but are not limited to, English as a Second Language (ESL) instruction, English Language (EL)/Civics instruction, citizenship instruction, educational resources (textbooks, language software, computers, etc), assistance with preparing and completing the naturalization application process (including case management), citizenship-focused community outreach, and staff and volunteer training.

Please note that program sustainability is one of the selection criteria for this funding opportunity and was one of the highest priorities during the development of the Citizenship Grant Program. When a major portion of the budget of a time-limited grant program is used to hire new staff, programs often find they are forced to terminate such positions due to a lack of funds once the life of the grant has ended.

**Q2: Can consultants or subcontractors be hired to provide direct services?**

Yes.

## **ELIGIBLE ORGANIZATIONS AND ALLOWABLE ACTIVITIES**

**Q3: Are public schools and state and local governments eligible and/ or considered to be part of a community-based organization for the purpose of this grant?**

Public schools, local public education agencies (LEAs) and state and local governments meet the definition of a CBO and are considered eligible for this funding opportunity as long as they have demonstrated experience in providing citizenship and/or immigration-related services to legal immigrants and are representative of a community or significant segments of a community and provide educational or related services to individuals in the community. These organizations must also be able to supply documentation of non-profit or public status in the application.

**Q4: Is our organization able to fill out the N-400 and N-648 forms?**

Yes. These activities fall under assisting and completing applications as part of the naturalization process.

**Q5: How many applications can one organization submit?**

Organizations may only submit one application.

**Q6: Does the single application limit per organization apply to national organizations?**

No. All eligible affiliates may apply on their own and will be reviewed as individual applicants.

**Q7: Are there limitations if an organization already receives Federal funding?**

No.

## **GRANTS SELECTION CRITERIA**

**Q8: Is USCIS able to publish the points by which applicants will be judged?**

See Section V, B of the Funding Opportunity Announcement.

**Q9: Which factors are considered the most important as related to the selection criteria?**

See Section V, B of the Funding Opportunity Announcement.

For additional information on the grant program, please contact the USCIS Office of Citizenship at (202) 272-1310 or by e-mail at [citizenshipgrantprogram@dhs.gov](mailto:citizenshipgrantprogram@dhs.gov).

To learn more about applying for federal funding opportunities, please visit <http://www.grants.gov/> or contact the Grants.gov support line at 1 (800) 518-4726.

-USCIS-



Office of Communications

**U.S. Citizenship  
and Immigration  
Services**

# USCIS Update

March 12, 2009

## **USCIS Announces \$1.2 Million Citizenship Grant Program**

*Up to 12 Grants Offered to Community-Based Organizations Serving Immigrant Population*

**WASHINGTON**—U.S. Citizenship and Immigration Services (USCIS) announced today that a competitive grant program is being offered through Grants.gov for a \$1.2 million grant program to support citizenship preparation programs for legal permanent residents.

USCIS, through the competitive grant program, will provide funding to community-based organizations (CBOs) that serve one or more priority immigrant groups in areas of the United States that contain a large representation of the country's immigrant population.

To be eligible for funding, CBOs must have demonstrated experience in providing citizenship and/or immigration related services to legal immigrants.

If your organization intends to apply for funding under this program, please send an e-mail to [citizenshipgrantprogram@dhs.gov](mailto:citizenshipgrantprogram@dhs.gov) by April 15, 2009. To apply for this funding opportunity, visit the Grants.gov Web site at <http://www.grants.gov>. For more information, please see related Fact Sheet.

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# Fact Sheet

March 12, 2009

Contact: Office of Citizenship  
(202) 272-1310

## Fiscal Year 2009 Citizenship Grant Program

Through the Consolidated Security, Disaster Assistance and Continuing Appropriations Act of 2009 (Public Law 110-329), Congress created the Fiscal Year 2009 Citizenship Grant Program. This competitive grant program provides approximately \$1.2 million of federal funding—in the form of 12 \$100,000 individual awards—to support citizenship preparation programs for legal permanent residents (LPRs).

U.S. Citizenship and Immigration Services (USCIS), through this competitive grant program, will provide funding to community-based organizations (CBOs) that serve one or more *priority immigrant groups* in areas of the United States that contain a large representation of the country's immigrant population. The funding will be used to expand the number of people served by citizenship preparation programs that incorporate activities to assist legal permanent residents improve English language skills, gain knowledge of U.S. history and government (civics), and prepare for the naturalization application and interview process.

The funds may only be used to provide direct services to immigrants with legal status in the United States. Specific services to be provided may include, but are not limited to, the following:

- English as a Second Language (ESL) or English Language (EL)/Civics instruction;
- Citizenship education;
- Educational resources (textbooks, language software, computers, etc);
- Naturalization preparation assistance (including case management); and
- Citizenship-focused community outreach and staff/volunteer training.

**Funding Opportunity:** DHS-09-CIS-010-001

**Applicable Catalog of  
Federal Domestic Assistance  
(CFDA) Number:** 97.010

**Application Deadline:** May 15, 2009 (No extensions)

**Anticipated Award Date:** September 2009

**Performance Period:** One year from date of award

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