Please Note..

This webinar and the engagement tools will be recorded.

An archive will be available on the event website.

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Applicant's Webinar: NICE RAMPS Funding Opportunity

April 8, 2024

Susana Barraza

Rodney Petersen

Danielle Santos

Nuria Martinez

NIST NICE

Welcome and NICE Overview

Susana Barraza
NICE Program Manager

NIST | NICE

Mission of NICE

To energize, promote, and coordinate a robust community working together to advance an integrated ecosystem of cybersecurity education, training, and workforce development.

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Values of NICE

Seek Evidence
Pursue Action
Challenge Assumptions
Embrace Change
Stimulate Innovation
Foster Communication
Facilitate Collaboration
Share Resources
Model Inclusion
Measure Results

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Strategic Alignment with Key Strategies

Rodney Petersen
Director of NICE

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NICE Strategic Plan

Goal #1: Promote the Discovery of Cybersecurity Careers and Multiple Pathways

Goal #2: Transform Learning to Build and Sustain a Diverse and Skilled Workforce

Goal #3: Modernize the Talent Management Process to Address Cybersecurity Skills Gaps

Goal #4: Expand Use of the Workforce Framework for Cybersecurity (NICE Framework)

Goal #5: Drive Research on Effective Practices for Cybersecurity Workforce Development

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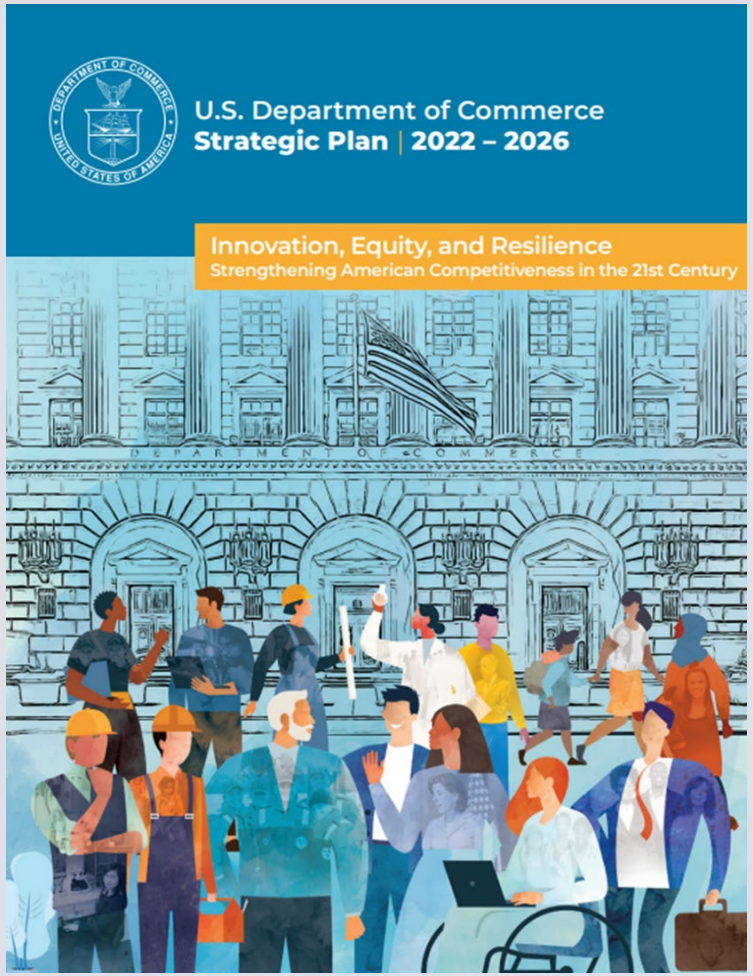
https://www.nist.gov/itl/applied-cybersecurity/nice/about/strategic-plan

Department of Commerce's Strategic Plan

Objective 2.2: Build sustainable, employer-driven career pathways to meet employers' need for talent and to connect Americans to quality jobs



https://www.commerce.gov/sites/default/files/2022-03/DOC-Strategic-Plan-2022%E2%80%932026.pdf

Department of Commerce and the Department of Labor's "Good Jobs Principles"

Recruitment and Hiring

Diversity, Equity, Inclusion, and Accessibility (DEIA)

Pay

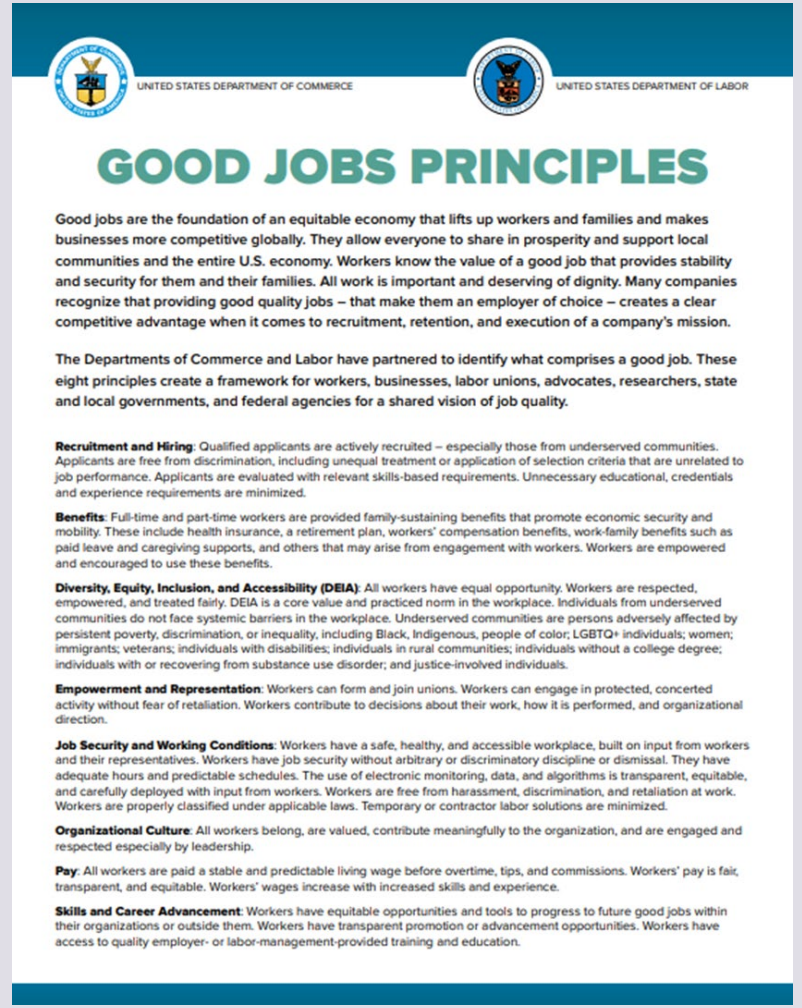
Benefits

Skills and Career Advancement

Job Security and Working Conditions

Organizational Culture

Empowerment and Representation



UNITED STATES DEPARTMENT OF COMMERCE

UNITED STATES DEPARTMENT OF LABOR

GOOD JOBS PRINCIPLES

Good jobs are the foundation of an equitable economy that lifts up workers and families and makes businesses more competitive globally. They allow everyone to share in prosperity and support local communities and the entire U.S. economy. Workers know the value of a good job that provides stability and security for them and their families. All work is important and deserving of dignity. Many companies recognize that providing good quality jobs – that make them an employer of choice – creates a clear competitive advantage when it comes to recruitment, retention, and execution of a company's mission.

The Departments of Commerce and Labor have partnered to identify what comprises a good job. These eight principles create a framework for workers, businesses, labor unions, advocates, researchers, state and local governments, and federal agencies for a shared vision of job quality.

Recruitment and Hiring: Qualified applicants are actively recruited – especially those from underserved communities. Applicants are free from discrimination, including unequal treatment or application of selection criteria that are unrelated to job performance. Applicants are evaluated with relevant skills-based requirements. Unnecessary educational, credentials and experience requirements are minimized.

Benefits: Full-time and part-time workers are provided family-sustaining benefits that promote economic security and mobility. These include health insurance, a retirement plan, workers' compensation benefits, work-family benefits such as paid leave and caregiving supports, and others that may arise from engagement with workers. Workers are empowered and encouraged to use these benefits.

Diversity, Equity, Inclusion, and Accessibility (DEIA): All workers have equal opportunity. Workers are respected, empowered, and treated fairly. DEIA is a core value and practiced norm in the workplace. Individuals from underserved communities do not face systemic barriers in the workplace. Underserved communities are persons adversely affected by persistent poverty, discrimination, or inequality, including Black, Indigenous, people of color; LGBTQ+ individuals; women; immigrants; veterans; individuals with disabilities; individuals in rural communities; individuals without a college degree; individuals with or recovering from substance use disorder; and justice-involved individuals.

Empowerment and Representation: Workers can form and join unions. Workers can engage in protected, concerted activity without fear of retaliation. Workers contribute to decisions about their work, how it is performed, and organizational direction.

Job Security and Working Conditions: Workers have a safe, healthy, and accessible workplace, built on input from workers and their representatives. Workers have job security without arbitrary or discriminatory discipline or dismissal. They have adequate hours and predictable schedules. The use of electronic monitoring, data, and algorithms is transparent, equitable, and carefully deployed with input from workers. Workers are free from harassment, discrimination, and retaliation at work. Workers are properly classified under applicable laws. Temporary or contractor labor solutions are minimized.

Organizational Culture: All workers belong, are valued, contribute meaningfully to the organization, and are engaged and respected especially by leadership.

Pay: All workers are paid a stable and predictable living wage before overtime, tips, and commissions. Workers' pay is fair, transparent, and equitable. Workers' wages increase with increased skills and experience.

Skills and Career Advancement: Workers have equitable opportunities and tools to progress to future good jobs within their organizations or outside them. Workers have transparent promotion or advancement opportunities. Workers have access to quality employer- or labor-management-provided training and education.

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https://www.dol.gov/general/good-jobs/principles

Highly Effective Workforce Investments...

- Are employer led
- Are guided by multiple community partners
- Include wrap-around services
- Increase diversity, equity, and inclusion
- Prioritize proven earn and learn models
- Lead to stackable, industry-recognized credentials
- Measure and evaluate outcomes
- Build sustainable systems and partnerships
- Connect workforce development to economic development
- Are coordinated across the federal government
- Encourage the use of other government and private funding

https://www.commerce.gov/issues/workforce-development

Regional Alliances and Multistakeholder Partnerships to Stimulate (RAMPS) Cybersecurity Education and Workforce Development

Danielle Santos
NICE Manager of Communications & Operations

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2016 Pilot Program

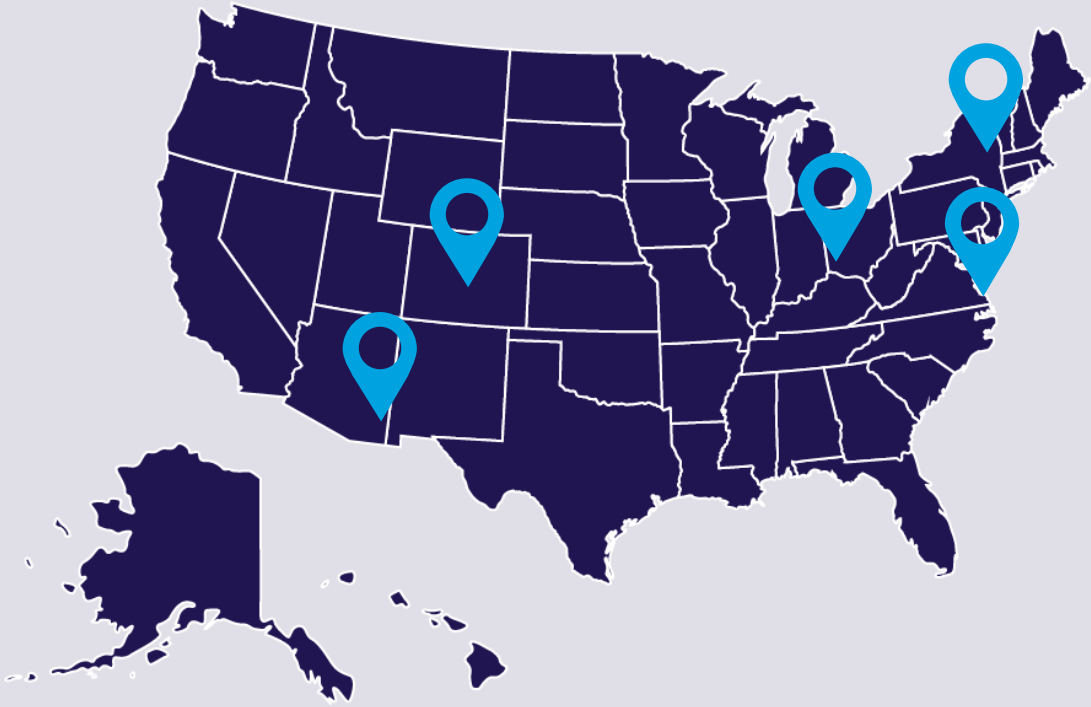
Southwest Region: Arizona Statewide Cyber Workforce Consortium

Western Region: Cyber Prep Program

Central Region: Cincinnati-Dayton Cyber Corridor (Cin-Day Cyber)

Mid-Atlantic Region: Hampton Roads Cybersecurity Education, Workforce, and Economic Development Alliance (HRCyber)

Northeast Region: The Partnership to Advance Cybersecurity Education and Training (PACET)



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A Roadmap for Successful Regional Alliances and Multistakeholder Partnerships to Build the Cybersecurity Workforce

NISTIR 8287

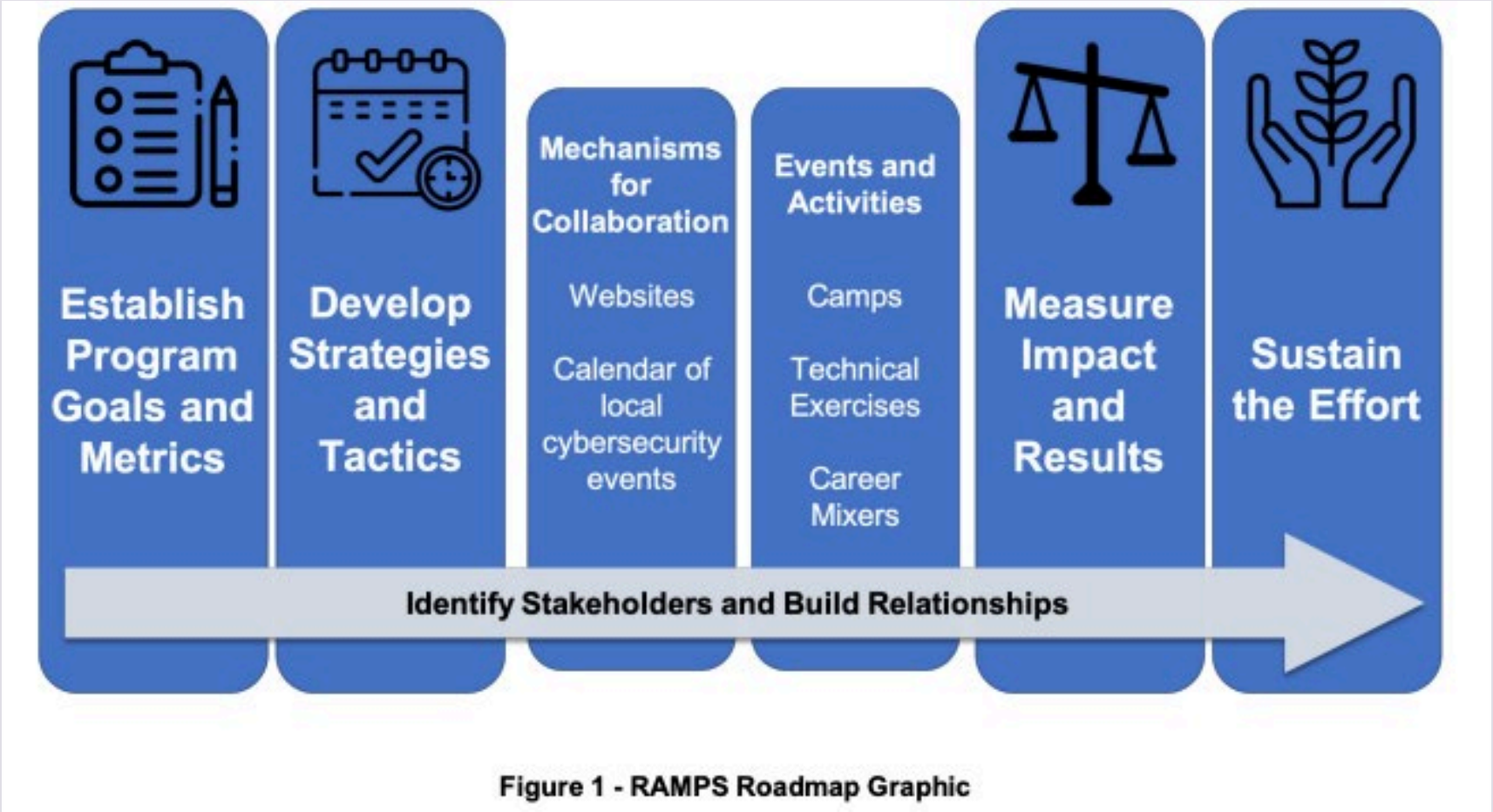

Figure 1 - RAMPS Roadmap Graphic

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https://doi.org/10.6028/NIST.IR.8287

Spring 2024 New RAMPS Communities

NEWS

NIST Awards $3.6 Million for Community-Based Cybersecurity Workforce Development

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Learn more: nist.gov/nice

RAMPS Notice of Funding Opportunity

Eligible Applicants: **all non-Federal entities**

- non-profit organizations
- for-profit organizations incorporated in the United States
- state, local, territorial, and Indian tribal governments
- accredited institutions of higher education
- foreign public entities and foreign organizations

**individuals and unincorporated sole proprietors are not considered "non-Federal entities" and are not eligible to apply under this NOFO*

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Applicants Project Must

- Demonstrate how the activity aligns with the Department of Commerce Strategic Plan, meets the Effective Workforce Investment Criteria, and advances the Good Jobs Principles.
- Prioritize Diversity, Equity, Inclusion, and Accessibility as an essential requirement in strategies intended to diversify the cybersecurity workforce and reach underserved and underrepresented communities.
- Ensure that the partnership is employer-led, community-focused, learner-centered, standards-based, and outcomes-driven.
- Describe planned initiatives that align to the goals and objectives of the NICE Strategic Plan or help support the strategies of the NICE Implementation Plan.
- Advance uses of the NICE Framework, including through demonstration of how the stakeholders intend to use the NICE Framework.
- Identify the workforce needs of the local economy and assess such workforce in accordance with the NICE Framework, including ideas for how the multistakeholder organization would leverage the CyberSeek job heat map and career pathways.

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Applicants Project Must (cont.)

- Identify opportunities available and recruit employers to support paid internships, externships, apprenticeships, or cooperative education programs in conjunction with education and training providers in the local community.
- Identify how it would collaborate with one or more Center of Academic Excellence in Cybersecurity (CAE), Advanced Technological Education (ATE) programs, or Federal CyberCorps Scholarship for Service (SFS) institutions located in the region.
- Define metrics that will be used to measure the success of their efforts. Metrics should include but not be limited to the number of CAE and ATE programs that participate in the program, outcomes of workforce demand and supply assessment, increases in diversity and inclusion, outcomes of recruitment activities, timeliness of milestones reached, etc.

Program Requirements

- Plan to establish a multistakeholder education and workforce partnership that includes, at minimum:
  - One institution of higher education or nonprofit training organization*
  - One local employer or owner or operator of critical infrastructure*
- Partnerships are encouraged to have participation from one or more:
  - Federal Cyber Scholarship for Service programs
  - National Centers of Academic Excellence in Cybersecurity programs
  - Advanced Technological Education programs
  - Elementary and secondary schools
  - Training and certification providers
  - Economic development organizations
  - Other community organizations

*The minimum 2 letters must come from organizations who are NOT the applicant

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Application Contents and Evaluation Criteria

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Application Content – Required Forms

- SF 424, Application for Federal Assistance
  - SF-424A, Budget Information - Non-Construction Programs
  - SF-424B, Assurances - Non-Construction Programs
- CD-511, Certification Regarding Lobbying
- SF-LLL, Disclosure of Lobbying Activities (if applicable)

Application Content - Technical Proposal

- Project Narrative (15 pages maximum)
  - Executive Summary (no more than 2 pages)
  - Project Approach and Project Execution Plan
  - Project Impacts and Evaluation
  - Qualifications
  - Dissemination Plan
- Resume(s) of Key Personnel (2 pages per person)

Application Content - Technical Proposal (cont.)

- Budget Narrative and Justification
  - Information needed for each budget category is as follows:
    - Personnel, Fringe Benefits, Travel, Equipment, Supplies, Contractual (i.e., Contracts or Subawards, Other Direct Costs, Indirect Costs
- Indirect Cost Rate Agreement
- Letters of Commitment
- Current and Pending Support Form

Evaluation Criteria

- Rationality of Execution and Strength of Partnerships (35 points)
- Project Impact and Dissemination of Results (35 points)
- Staff and Institution Capability to Perform the Work (15 points)
- Match of Budget to Proposed Work (15 points)

Application Process Tips and Administrative Requirements

Nuria Martinez
NIST Grants Officer

NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY
U.S. DEPARTMENT OF COMMERCE

Ready, Set, Submit!

Preparation & Submission

SAM Registrations
Grants.gov
Application Forms

NIST | NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY
U.S. DEPARTMENT OF COMMERCE

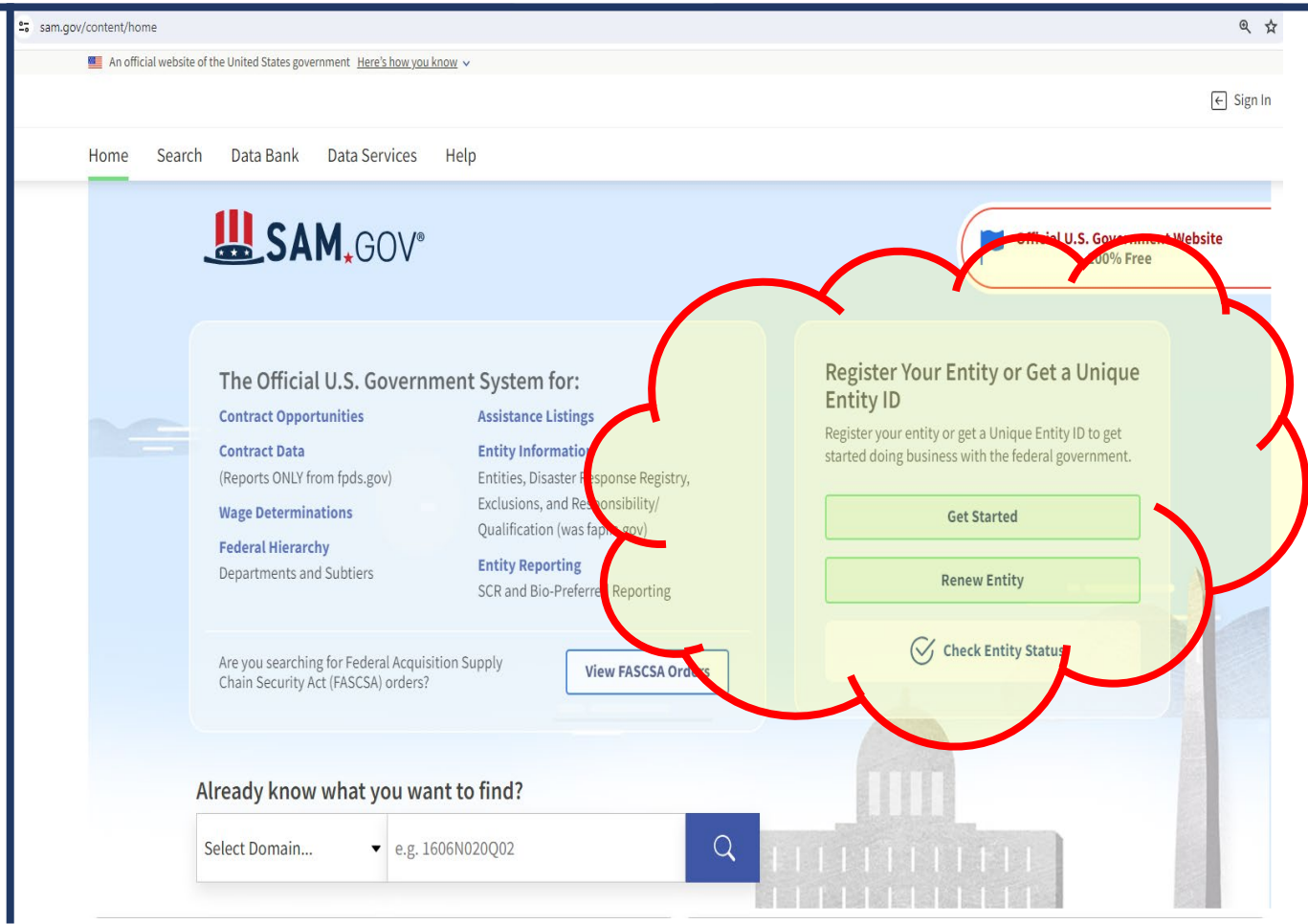
Grants Management Division

SAM.gov

Link: https://sam.gov/content/home

Help Desk: Monday - Friday from 8am - 8pm EST U.S. calls: 866-606-8220

- 100% FREE to register
- Create an activate your account
- Get a Unique Entity ID
- Register to SAM.gov before Grants.gov
- Start Early: the process takes about 10 days but may take up to 6 weeks!
- Make sure all Certifications and Representations are completed. *Financial Assistance General Certifications and Representations is a requirement to receive Financial Assistance*.

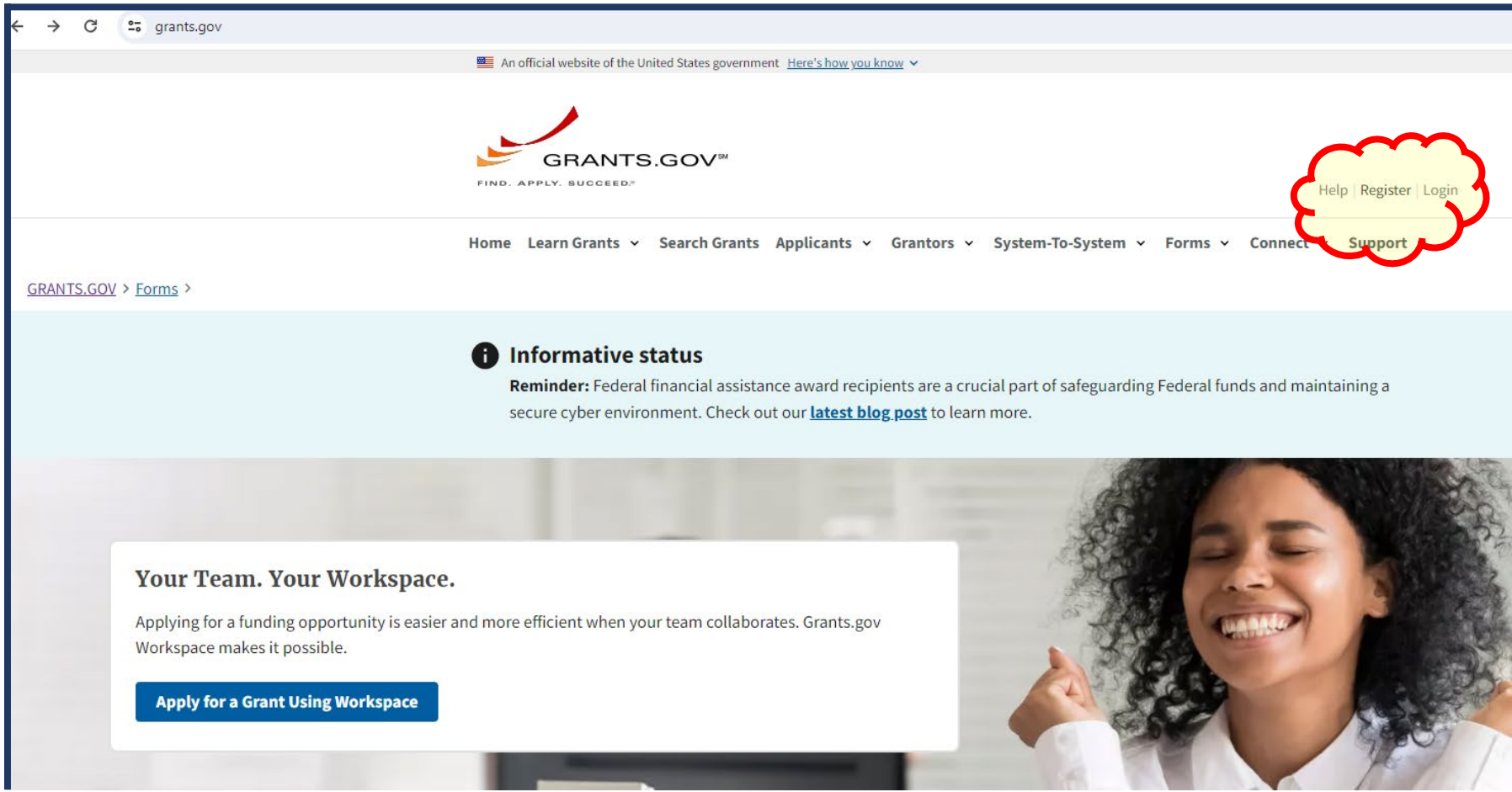


Grants.gov

Link: https://www.grants.gov/applicants/applicant-registration

Help Desk: 1-800-518-4726 (24/7 excluding holidays) or support@grants.gov

- **100% FREE to register**
- **User Guide**
- **Applicant FAQs**



On-Time Submission

Deadline to submit full applications is *May 24, by 11:59 p.m. Eastern Time*

SAM.gov registration must be completed before the deadline
Application must be free of Grants.gov errors; corrective submissions must be made BEFORE the submission deadline and will overwrite previous submissions

Submit early to allow time to correct any unexpected errors or submission issues

- Depending on the size of the file, transmittal may take SEVERAL MINUTES to HOURS.
- Don’t wait until the deadline date to submit. The system may be slow due to last minute submissions.
- Documents should be uploaded individually

SF424- Application for Federal Assistance

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant | * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: | * b. End Date:

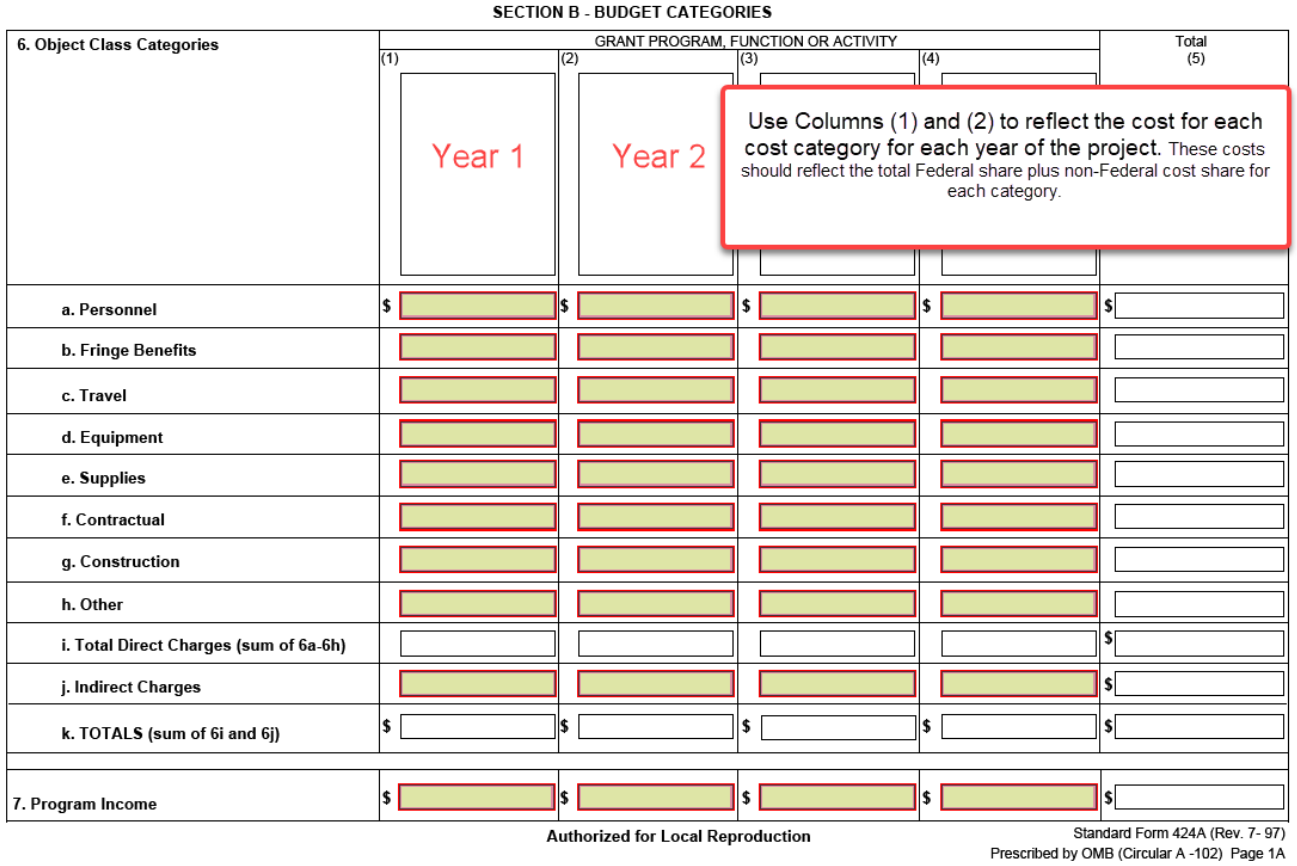
18. Estimated Funding ($):

* a. Federal
* b. Applicant
* c. State
* d. Local
* e. Other
* f. Program Income
* g. TOTAL

SF424 (Application Form)
Estimated funding must include non-Federal Share

When completing the SF424 (application form) do not forget to enter the required non-Federal cost share amount.

BUDGET FORM (SF424A)



SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY (1) Year 1	(2) Year 2	(3)	(4)	Total (5)
a. Personnel	$	$	$	$	$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)					$
j. Indirect Charges					$
k. TOTALS (sum of 6i and 6j)	$	$	$	$	$
7. Program Income	$	$	$	$	$

Use Columns (1) and (2) to reflect the cost for each cost category for each year of the project. These costs should reflect the total Federal share plus non-Federal cost share for each category.

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

SF-424A should reflect the costs for each object class category, to include indirect charges, for the first year and second year of the award. These costs should reflect the total Federal share plus non-Federal cost share for each category.

Tips for Success

- Understand submission process laid out the in NOFO
- SAM.gov registration must be active to apply in Grants.gov
- Designate the proper roles in the systems (ie: Authorized Rep in Grants.gov)
- Utilize “workspace” feature in Grants.gov to draft applications
- Limit application to file size / character limits / page limits (see NOFO)
- Late applications will not be accepted
- Use correct UEI and EIN
- Congressional District is based on Applicant’s address
- Make sure you are using compatible software (ex: Adobe Reader)
- Register to SAM.gov and Grants.gov early!

Administrative Requirements

Uniform Guidance 2 C.F.R Part 200
Department of Commerce Financial Assistance Standard Terms and Conditions, November 12, 2020

Overall Program Information:

Period of performance and anticipated totals and number of awards
Cost share requirements
Audit requirements
Budget Narrative Requirements
Reporting requirements
Award Payments

NIST FY24 RAMPS AWARDS

Anticipated Amounts and Period of Performance: In Fiscal Year 2024 (FY24), NIST anticipates funding up to **15 awards for up to $200,000 in federal funding** per award and with a project period of performance of up to **2 years.**

Cost Sharing Requirements: Non-federal cost share **IS** required. Specifically, non-federal cost share, including in-kind contributions, in an amount equal to not less than **50 percent of the Federal funds** provided, is required for awards issued pursuant to this NOFO.

COST SHARE

Non-federal cost sharing incorporated into the budget of an approved financial assistance award is subject to audit in the same general manner as Federal award funds. See 2 CFR part 200, Subpart F

Required non-Federal share is equal to no less than 50% of the Federal Share.

Overmatch included in the approved budget will legally bind the entity to meet that match. The non-Federal share, whether in cash or third-party in-kind contributions, ***is to be paid out at the same general rate as the Federal share.***

Audit Requirements

Audit requirement: A non-Federal entity that expends $750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

If the non-Federal entity does not meet the requirements for a single audit, Financial Statements will be requested during pre-award processes to establish financial position. Audited Financial statements are preferable if available.

BUDGET NARRATIVE REQUIREMENTS

- There is no set format for the Budget Narrative and Justification; however, justification must be provided for the specific cost categories you identified in the SF-424A budget form.

The total dollar amounts listed under each budget category in the Budget Narrative must match the dollar amounts listed on the SF424A

- The written justification must include the necessity and the basis for the cost and must also identify the Federal and non-Federal portion of each cost, to include indirect costs, as applicable.

Cost computations and written justification must be provided for all costs in the Budget Narrative

- The budget narrative and justification must align to the same object class categories and amounts listed on the SF-424A form.

- Best estimates are acceptable.

- All proposed costs must be reasonable, allocable, and allowable under 2 C.F.R. Part 200 Subpart E, Cost Principles

Budget Narrative Content – Personnel & Fringe Costs

a. Personnel**

- Name or TBD
- Salary rate
- Job title
- Commitment of effort on the proposed (average number of hours per week or percentage of time)
- Description of the role and the work to be performed

**Consultants/contracted personnel must be listed under the Contractual budget category.

b. Fringe Benefits

- Identified separately from salaries and wages.
- Based on rates determined by organizational policy.
- Costs included as fringe should not be charged under another cost category.

Budget Narrative Content- Travel & Equipment Costs

c. Travel

- Include: destination; travel dates and duration of trip; names of travelers or number of people traveling; transportation rate; lodging rate; subsistence rate (per diem); and description of how travel is directly related to the project.
- For travel that is yet to be determined or destinations that are not known, provide best estimates based on prior experience.
- Become familiar with the Fly America Act if proposing foreign travel

d. Equipment

- Defined as: property with an acquisition cost of $5,000 or more and expected service life of more than one year (unless the organization has established lower levels).
- Items that do not meet the threshold for "equipment" may be placed under the Supplies budget category.
- Identify each piece of equipment, the cost, and provide a description of how it will be used and why it is necessary for the successful completion of the project.
- Prorate costs for equipment that will be used for other purposes besides project-related effort.

Budget Narrative Content – Supplies and Contractual Costs

e. Supplies

- Identify each supply item and provide a breakdown of costs by quantity or unit.
- Describe the necessity of the cost for the completion of the project.

f. Contractual or Subawards

- Treat each contract or subaward as a separate line item.
- Describe the services provided and the purpose.
- Describe the necessity of the contract or subaward.

Contracts are for obtaining goods and services for the Non-Federal Entity's own use and creates a procurement relationship with the contractor.

Subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient

Budget Narrative Content – Other Direct Costs

g. Construction

Not an allowed cost under this program.

h. Other Direct Costs

- Costs that do not easily fit into the other cost categories (e.g. conference registration costs).
- Identify the cost and provide a breakdown of the cost by quantity or unit.
- Describe the necessity of the cost for the completion of the project.
- Only allowable costs can be charged to the award.

Budget Narrative Content – Indirect Costs

i. Indirect Costs

Indirect costs include business expenses that are not readily identified but are necessary for general operation and conduct of activities.

If indirect costs are included in the proposed budget, provide a copy of the approved and valid negotiated agreement if this rate was negotiated with a cognizant Federal audit agency.

If the successful applicant includes indirect costs in the budget and has not established an indirect cost rate with a cognizant Federal audit agency, the applicant will be required to obtain such a rate in accordance with Section B.06 of the Department of Commerce Financial Assistance Standard Terms and Conditions, dated November 12, 2020

Alternatively, applicants that do not have a current negotiated (including provisional) indirect cost rate, and do not wish to negotiate with their cognizant agency, may elect to charge a de minimis rate of 10 percent of modified total direct costs (MTDC). Applicants proposing a 10 percent de minimis rate pursuant to 2 C.F.R. § 200.414(f) should note this election as part of the budget portion of the application

Cost Share / In-kind Contributions

Cost share

The applicant's share of expenses may include cash, services, and third-party in-kind contributions, as described at 2 CFR §200.306.

The source and detailed rationale of the cost share, including cash, full- and part-time personnel, and in-kind donations, must be documented in the Budget Narrative and Justification submitted with the application and will be considered as part of the review under the evaluation criterion found in Section V of the 2024-NIST-RAMPS-01 NOFO.

Examples of In-Kind that can be used as the required Cost Share would be:

- An organization donating an employee's time to the project. The employee is paid by their own organization and not charged to the federal award. The employee would need to track their time for this project, and it should be reflected in the accounting records. The expense for the employee's time on the project would qualify as an In-Kind contribution and can be attributed to the non-federal cost share.
- Work or donated Event Space. The In-kind amount would be the prevailing rate for the space or what you would have paid if it was rented.
- Donated items are eligible as In-Kind and should use the fair market value of goods and services and must be documented

Unallowable Costs- Funding Restrictions

Unallowable Costs

- Profit and fees
- Application writing and/or development
- And any other cost disallowed by 2 CFR Part 200

Funding Restrictions

Construction activities are not an allowable cost under this program. In addition, a recipient or a subrecipient may not charge profits, fees or other increments above cost to an award issued pursuant to the NOFO.

Applications for product development and/or commercialization are not considered responsive to the NOFO.

Reporting Requirements

Reporting Requirements:

Awards issued under this program will have semiannual reporting requirements. Report are due 30 days after reporting period ends.

- **Financial Reports**. Each award recipient will be required to submit an SF-425, Federal Financial Report on a semi-annual basis for the periods ending **March 31** and **September 30** of each year. Reports will be due within 30 days after the end of the reporting period. A final financial report is due within 120 days after the end of the project period.

- **Performance (Technical) Reports**. Each award recipient will be required to submit a technical progress report on a semi-annual basis for the periods ending **March 31** and **September 30** of each year. Reports will be due within 30 days after the end of the reporting period. A final technical progress report is due within 120 days after the end of the project period. **In addition** to the information prescribed in 2 C.F.R. § 200.329, **the final** performance report shall include:
    - An assessment of efforts made by the regional alliance or partnership to carry out the project.
    - The metrics used by the regional alliance or partnership to measure the success of the efforts of the regional alliance or partnership under the cooperative agreement.

Award Payments

- Award funds are paid electronically through the Automated Standard Application for Payment (ASAP) system managed by the US Treasury.
- Successful applicants will be required to enroll and create a profile, if not enrolled already. See www.asap.gov for more information.

ASAP Enrollment information:

https://www.asap.gov/ASAPGov/ASAPGovHelp_508Project/enrollment/enrollment_processing/enrollment_home.htm

Questions?

Subject Area	Point of Contact
Programmatic and Technical Questions	Danielle Santos Phone: 202-308-3909 E-mail: Danielle.Santos@nist.gov with '2024-NIST-RAMPS-01' in subject line
Technical Assistance with Grants.gov Submissions	grants.gov Phone: 800-518-4726 E-mail: support@grants.gov
Grant Rules and Regulations	Nuria Martinez Phone: 301-975-6215 E-mail: nuria.martinez@nist.gov

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Helpful Information

Deadline to Apply:
Friday, May 24, 2024, by 11:59 p.m. Eastern Time.

Link to opportunity on Grants.gov:
https://grants.gov/search-results-detail/353143

LEARN MORE

- 2016 RAMPS Pilot Programs and NIST Publication on Roadmaps to Successful RAMPS
  - Learn more at nist.gov/nice/ffo
- 2024 RAMPS Program:
  - Webinar recording
  - Grants.gov information
  - ASAP.gov information
  - nist.gov/news-events/events/applicants-webinar-2024-nice-ramps-funding-opportunity
- NICE Webinar: Community-Based Partnerships for Cybersecurity
  - View recording: nist.gov/nice/webinars

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