



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

Office of Migrant Education (OME)

Fiscal Year (FY) 2025 High School Equivalency Program (HEP) and College Assistance Migrant Program (CAMP) Pre-Application Webinar Questions and Answers

Question 1: When will fiscal year (FY) 2025 HEP and CAMP grants be awarded?

Answer 1: Grants are expected to be awarded in May 2025.

Question 2: Does the Department expect HEP and CAMP grantees to serve participants in Year 1 or can this year be used for recruitment?

Answer 2: The Department expects HEP and CAMP grantees to serve participants in Year 1 of their grants. Awarded applicants are held to the goals and objectives each year of the grant, including Year 1.

Question 3: In the application package, the submission checklist lists several assurances. Where can applicants find more information about what these are?

Answer 3: Please see Q10 of the [2025 HEP and CAMP Frequently Asked Questions](#):

“HEP and CAMP regulations (34 C.F.R. § 206.20) provide details on what must be included within each HEP or CAMP application. Please note that these requirements are not included in the generic selection criteria for the HEP and CAMP grant competitions. Therefore, it is the responsibility of the applicant to determine how to address these requirements in the application.

§ 206.20 What must be included in an application?

In applying for a grant, an applicant shall:

- (a) Follow the procedures and meet the requirements stated in subpart C of 34 C.F.R. part 75 (EDGAR-Direct Grant Programs);
- (b) Submit a grant application that:
 - (1) Covers a period of five years unless extraordinary circumstances warrant a shorter period; and
 - (2) Includes an annual budget of not less than \$180,000;
- (c) Include a management plan that contains:

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- (1) Assurances that the staff has a demonstrated knowledge of and will be sensitive to the unique characteristics and needs of the migrant and seasonal farmworker population; and
- (2) Provisions for:
 - (i) Staff inservice training;
 - (ii) Training and technical assistance;
 - (iii) Staff travel;
 - (iv) Student travel;
 - (v) Interagency coordination; and
 - (vi) Project evaluation;
- (d) Provide the following assurances:
 - (1) The grantee will develop and implement a plan for identifying, informing, and recruiting eligible participants who are most in need of the academic and supporting services and financial assistance provided by the project.
 - (2) The grantee will develop and implement a plan for identifying and using the resources of the participating IHE and the community to supplement and enhance the services provided by the project.

Question 4: Is there a recommended page limit for the appendices?

Answer 4: No. The Department recommends that applicants limit the application narrative to no more than 25 pages. The recommended page limit does not apply to the cover sheet; the budget section, including the narrative budget justification; the assurances and certifications; the one-page abstract; the resumes; the bibliography; or the letters of support. However, the recommended page limit does apply to all of the application narrative.

An application will not be disqualified if it exceeds the recommended page limit. There are no selection criteria associated with page limits.

Please see the 2025 HEP and CAMP FAQs and application packages for more information:

2025 HEP and CAMP FAQs: <https://www.ed.gov/media/document/hep-and-camp-app-faqs-10424>

HEP application package: <https://www.ed.gov/media/document/hep-application-package>

CAMP application package: <https://www.ed.gov/media/document/2025-camp-application-package-10424>

Question 5: Will an application be disqualified if the application narrative exceeds 25 pages?

Answer 5: The Department recommends a 25-page limit; how the applicant chooses to distribute the narrative among the sections is its decision. An application will not be disqualified if it exceeds the recommended page limit.

Please see the 2025 HEP and CAMP FAQs for more information:

<https://www.ed.gov/media/document/hep-and-camp-app-faqs-10424>

Question 6: Does the text in tables need to be double-spaced?

Answer 6: Please see information below taken from the FY 2025 HEP and CAMP Notice Inviting Applications (NIAs):

“Recommended Page Limit: The application narrative is where the applicant addresses the selection criteria that reviewers use to evaluate your application. We recommend that you (1) limit the application narrative to no more than 25 pages and (2) use the following standards:

- A “page” is 8.5” x 11”, on one side only, with 1” margins at the top, bottom, and both sides.
- Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and captions, as well as all text in charts, tables, figures, and graphs.
- Use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).
- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial.”

For more information, please see each program’s respective NIA at the links below:

HEP: <https://www.federalregister.gov/documents/2024/08/30/2024-19579/applications-for-new-awards-high-school-equivalency-program>

CAMP: <https://www.federalregister.gov/documents/2024/08/30/2024-19595/applications-for-new-awards-college-assistance-migrant-program>

Question 7: Can eligible entities apply for both HEP and CAMP competitions?

Answer 7: Based on the eligible applicant information in each program’s NIA, applying to the HEP competition does not preclude an entity from applying to the CAMP competition or vice versa. However, the applicant must have the capacity to operate all of the programs and the ability to properly account for staff members’ time and effort to the respective projects. As a reminder, all applications are reviewed by peer reviewers according to the selection criteria, which includes the magnitude of the need for the services to be provided or the activities to be carried out.

For more information, please see each program’s respective NIA at the links below:

HEP: <https://www.federalregister.gov/documents/2024/08/30/2024-19579/applications-for-new-awards-high-school-equivalency-program>

CAMP: <https://www.federalregister.gov/documents/2024/08/30/2024-19595/applications-for-new-awards-college-assistance-migrant-program>

Question 8: Do changes to cost sharing require prior approval by the Office of Migrant Education?

Response 8: Yes, changes to cost sharing do require prior approval by the Office of Migrant Education.

Please see 2 CFR 200.308 for additional information: <https://www.ecfr.gov/current/title-2/section-200.308>

Question 9: Are promotional items allowed as budget expense items?

Answer 9: The Uniform Guidance permits the use of advertising costs in a few limited circumstances. Under 2 C.F.R. § 200.421(b)(4), advertising costs incurred solely for the purpose of program outreach and other purposes necessary to meet the requirements of the Federal award would be allowable. These costs could include recruitments materials. As always, the costs for any such items would need to be reasonable and necessary.

An allowable recruitment material could, for example, be an item containing the HEP or CAMP project logo and program contact information that is distributed in places where potential participants are likely to frequent. OME recognizes that such materials can be useful tools in communicating with prospective participants about HEP and CAMP for participant recruitment purposes.

In contrast, using project funds to pay for promotional items used for advertising and not for the purpose of meeting the requirements of the Federal award as described above would be unallowable.

Question 10: Where can we find information about indirect costs?

Answer 10: Additional information can be found on the Department’s indirect cost page: <https://www.ed.gov/about/ed-offices/fo#Indirect-Cost-Division>

Question 11: Where is the recording of the pre-application webinar posted?

Answer 11: The 2025 HEP and CAMP Pre-Application Webinar and other related competition materials can be found on each program’s website under “Applicant Information.”

HEP: <https://www.ed.gov/grants-and-programs/grants-special-populations/grants-migrant-students/high-school-equivalency-program#Applicant-Information>

CAMP: <https://www.ed.gov/grants-and-programs/grants-special-populations/grants-migrant-students/college-assistance-migrant-program#Applicant-Information>