

**Office of English Language Acquisition  
National Professional Development Program  
Call for Peer Reviewers**

The U.S. Department of Education's Office of English Language Acquisition (OELA) is seeking individuals to serve as peer reviewers for the FY 2024 National Professional Development (NPD) grant competition.

This program awards grants on a competitive basis, for a period of not more than five years, to institutions of higher education or public or private entities with relevant experience and capacity, in consortia with state education agencies (SEAs) or local education agencies (LEAs). The purpose of these grants is to provide professional development activities that will improve classroom instruction for English Learners (ELs) and assist education personnel working with such children to meet high professional standards, including standards for certification and licensure as teachers who work in language instruction education programs or serve ELs.

**Peer Reviewer Qualifications**

The Department is interested in peer reviewers with professional expertise in EL programs or services, including current and former pre-K-12 teachers and principals, LEA and SEA leaders, college and university educators, educational evaluators, and others with EL education and language acquisition expertise.

Peer reviewers must have specific expertise in at least one of these NPD priority areas

- Bilingual or multilingual education
- Grow Your Own (GYO) teacher education programs

Peer reviewers are required to have the following qualifications:

- Certification or training in EL services, bilingual or multilingual education, language acquisition, or second language learning
- Experience designing, developing, and implementing EL or bilingual/multilingual programs or services that demonstrated successful outcomes for ELs
- Experience designing comprehensive professional learning opportunities for educators
- Experience delivering professional learning opportunities for educators
- Experience with pre-service training and development

The Department also seeks peer reviewers with experience in designing, conducting, and reviewing rigorous educational evaluations, including the following:

- Understanding of education research and recent findings in the relevant literature
- Knowledge of education data sources and measures of program implementation and outcomes
- Expertise with experimental and quasi-experimental research designs
- Fluency in reviewing organizational and project evaluation plans and evaluation results

## Application Process

The online registration requires you to submit your resume, which should not exceed the five-page limit. Please be sure that it includes a brief list of career highlights and outlines your specific expertise, either in evaluation or in the NPD priority areas (bilingual or multilingual education and GYO programs) for which you would like to be considered as a reviewer.

**You must register in the G5.gov system to be considered as a potential peer reviewer.** The web address is [www.g6.gov](http://www.g6.gov). If you need technical assistance, help is available through email at [edcaps.user@ed.gov](mailto:edcaps.user@ed.gov) or by calling the G5 Hotline toll-free at 1-888-336-8930.

When the system prompts you for your areas of specialization, please indicate all specialization areas in which you have expertise that relates to the NPD priority areas, such as English language learners, teacher preparation, school leadership, professional development, and dual language learning.

**In addition, please email a second copy of your resume to [NPD2024@ed.gov](mailto:NPD2024@ed.gov).** Please note if you have served as a reviewer for prior NPD competitions and indicate the year(s).

## Requirements and Availability

Peer reviewers must commit to the following process and meet these requirements:

- Participate in virtual peer reviewer training for approximately two hours in May 2024<sup>1</sup>
- Read, score, and provide detailed comments from their location *prior* to participating in a two-week virtual panel review via videoconference in May 2024.
- Have access to the internet, a phone, a computer, and a printer, and have the ability to interact within the virtual environment
- Provide detailed objective, constructive, timely, and well-written reviews for each assigned application, which will be used to recommend applications for funding and shared with each applicant following the reviews
- Reviewers cannot have served in all three of the most recent consecutive NPD competitions

## Honorarium

Reviewers will receive an honorarium per application for the satisfactory completion of the above requirements during the grant review schedule. A satisfactory review requires that each application is read, scored, and discussed. The final, high-quality comments and corresponding scores will be reviewed and approved by a panel monitor prior to their final submission in the G5 system.

## Conflict of Interest

Please remember that if your organization intends to apply for a grant under any competition, you may not be eligible to serve as a reviewer. You would have a conflict of interest if:

- You helped prepare an application, regardless of financial interest in the success or failure of that application;
- You have agreed to serve, or you have been offered a position, as an employee, advisor, or consultant on the project; or

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<sup>1</sup> Dates in this notice are subject to change.

- Your personal financial interest will be affected by the outcome of the competition, which would include any family members, employees, or associates of the project applying for funding.

**Nondiscrimination**

The Department solicits reviewers without regard to race, color, national origin, gender, age, or disability. The Department will provide reasonable accommodations for a qualified individual with a disability so that person might participate in the peer reviewer application process.

If you have any questions about the peer review process, please contact us by email at [NPD2024@ed.gov](mailto:NPD2024@ed.gov).