

# Call for Peer Reviewers for the Javits Program FY 2017 Grant Competition

Deadline: April 15, 2017

The U.S. Department of Education (the Department) seeks peer reviewers for the Jacob K. Javits Gifted and Talented Students Education Program with demonstrated experience in gifted and talented education, educator professional development, research project design and educating students who are English Language Learners (ELLs), students with disabilities, at-risk students and students who are economically disadvantaged. The Department considers reviewers without regard to race, color, national origin, gender, age or disability.

NOTE: Plans are underway for this competition; however, the program appropriation for FY 2017 is not yet final. Please check the Javits program webpage for the publication of the Notice Inviting Applications in the Federal Register: [www2.ed.gov/programs/javits/applicant.html](http://www2.ed.gov/programs/javits/applicant.html).

If interested please submit a resume that documents that you are highly qualified in areas pertinent to the program ([www2.ed.gov/programs/javits/index.html](http://www2.ed.gov/programs/javits/index.html)) and have a background in one or more of the following areas:

- Gifted and Talented Education Research and Practice
- Capacity Building and Implementation of Gifted and Talented Programs
- Educational Needs of Economically Disadvantaged Students, English Learners, and Students with Disabilities
- Professional Development Models
- Educational Interventions to Support Advanced Learning

The Department will offer peer reviewers and panel facilitators an honorarium. Peer reviewers will independently read, score, and provide written comments for grant applications submitted to the Department under the Javits program. These reviews will be used to recommend applications for funding. Copies of the reviewer's comments will be shared with respective applicants following the review; however, **personally identifiable information** will be redacted. Reviewers must adhere to the requirements listed in this Call for Peer Reviewers.

## REQUIREMENTS:

- Availability: Each reviewer will need to dedicate approximately 50-60 hours of his/her time (according to a timeline for completion of the assigned work) for reading, scoring, developing comments, and discussing assigned applications over a two-week period in late Spring. Reviewers must also participate in the Department's webinar-based technical assistance sessions to prepare for the review. **This webinar is tentatively scheduled for May 23, 2017.**

- Tools: Each reviewer must have access to the Internet, a phone, a printer and have the ability to interact within the web environment. The review will be conducted totally online.
- Quality of review: Each reviewer must provide detailed, objective, constructive, and timely written reviews for each assigned application.

**CONFLICT OF INTEREST ISSUES:**

You have a conflict of interest and may not serve as a reviewer if:

- An application will be submitted for this competition in which you will benefit financially from grant funds (if awarded).
- An application will be submitted for this competition in which your spouse will benefit financially from grant funds (if awarded).
- You will be participating in the development of an application.

You have a conflict of interest, but one that does not necessarily disqualify you from reviewing, if:

- You are affiliated with an organization that plans to submit an application, but you will not benefit financially from that application.
- Your spouse is affiliated with an organization that plans to submit an application, but he or she will not benefit financially from that application.
- An applicant names you as a consultant in an application without your prior knowledge.
- A situation exists that may be perceived as a conflict, such as reviewing proposals from your region of the country, reviewing proposals in which a family member (other than your spouse) stands to benefit financially, reviewing proposals from an organization or individual with whom you are negotiating employment, etc.

**TO APPLY:**

Send an updated resume, in **Word or PDF** format, to [Javitsapplication@ed.gov](mailto:Javitsapplication@ed.gov) no later than April 15, 2017. Please include the following in the subject line of your e-mail: "2017 Javits Peer Review". Your resume should include:

- Full Name
- Education (list all college degrees, with dates of degrees, institutions, and majors must be listed)
- All professional position titles, descriptions, and dates in chronological order beginning with, or going back to, your first position after receiving your B.A. or B.S.
- A detailed description of your current organizational affiliation (s) and position title.
- Telephone numbers (work, home, and fax [if applicable])
- Home and work mailing addresses
- Preferred E-mail address

Please note: If you are retired, please make it clear when you retired, that you are retired at present, and list all consulting positions or other relevant positions you have held since

retirement. Please provide a full description of your professional work experience and substantive professional experience that are relevant to this type of work.

Reasonable Accommodation Policy: The Department's policy is to provide reasonable accommodation for volunteers, part-time employees, student interns, detailees, and temporary employees who are qualified individuals with disabilities, unless doing so poses an undue hardship. After a candidate is notified of his or her appointment as a reviewer, it is the reviewer's responsibility to inform the Department in a timely manner of any disability that would require a need for reasonable accommodations in order to perform the duties of the position.

If you have any questions about resume requirements or conflict of interest issues, please contact Theda Zawaiza at [theda.zawaiza@ed.gov](mailto:theda.zawaiza@ed.gov).