

Children, Youth, and Families At-Risk Sustainable Community Projects

FY 2015 Request for Applications (RFA)

APPLICATION DEADLINE: April 13, 2015

ELIGIBILITY: See Part III, A of RFA



United States
Department of
Agriculture

National Institute
of Food and
Agriculture

NATIONAL INSTITUTE OF FOOD AND AGRICULTURE; U.S. DEPARTMENT OF AGRICULTURE

CHILDREN, YOUTH, AND FAMILIES AT-RISK SUSTAINABLE COMMUNITY PROJECTS

INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under **10.500**.

DATES: Applications must be received by **5:00 p.m. Eastern Time on April 13, 2015**. Applications received after this deadline will normally not be considered for funding (see Part IV, C. of this RFA). Comments regarding this request for applications (RFA) are requested within 6 months from the issuance of this notice. Comments received after that date will be considered to the extent practicable.

STAKEHOLDER INPUT: The National Institute of Food and Agriculture (NIFA) seeks your comments about this RFA. We will consider the comments when we develop the next RFA for the program, if applicable, and we'll use them to meet the requirements of section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 (7 U.S.C. 7613(c)(2)). Submit written stakeholder comments by the deadline set forth in the DATES portion of this Notice to: Policy@nifa.usda.gov. (This e-mail address is intended only for receiving comments regarding this RFA and not requesting information or forms.) In your comments, please state that you are responding to the **Children, Youth, and Families At-Risk Sustainable Community Projects RFA**.

As part of the National Institute of Food and Agriculture's (NIFA) strategy to successfully implement the 2014 Farm Bill, NIFA is soliciting stakeholder input on NIFA's centers of excellence strategy. Between January and March 2015 NIFA will hold webinars to collect stakeholder input about the centers of excellence strategy in fiscal year (FY) 2015. Dates for the informational outreach webinars are February 26, 2015 and March 12, 2015, they will also be announced on the NIFA website. The full transcript of the webinars will also be available on the NIFA website. NIFA will also request to receive input through an advertised call-in number, fax and email. All comments and suggestions for the FY 2015 centers of excellence should be received by March 30, 2015.

EXECUTIVE SUMMARY: NIFA requests applications for the **Children, Youth, and Families At-Risk Sustainable Community Projects (CYFAR SCP)** for fiscal year (FY) **2015** to marshal resources of the Land-grant and Cooperative Extension Systems so that, in collaboration with other organizations, they can develop and deliver educational programs that equip youth who are at risk for not meeting basic human needs with the skills they need to lead positive, productive, and contributing lives.

The amount available to support this program in FY 2015 is approximately \$6,800,000. **Of this amount, approximately \$640,000 will be available to fund new CYFAR SCPs, which will**

have project periods ranging up to five (5) years. The remaining \$6,160,000 will be used to support existing CYFAR SCP projects eligible for continuation awards (**applications for continuation awards will be solicited under a separate RFA**). **Please see chart per Part II.A. – Available Funding for further details.**

This notice identifies the objectives for **CYFAR SCP** projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply for a **CYFAR SCP** grant.

Table of Contents

PART I—FUNDING OPPORTUNITY DESCRIPTION 5
 A. Legislative Authority and Background 5
 B. Purpose and Priorities 5
 C. Program Area Description..... 6

PART II—AWARD INFORMATION 15
 A. Available Funding..... 15
 B. Types of Applications 15
 C. Project Types..... 16

PART III—ELIGIBILITY INFORMATION..... 18
 A. Eligible Applicants..... 18
 B. Cost Sharing or Matching..... 18
 C. Centers of Excellence (COE) 18

PART IV—APPLICATION AND SUBMISSION INFORMATION..... 19
 A. Electronic Application Package..... 20
 B. Content and Form of Application Submission..... 21
 C. Submission Dates and Times 26
 D. Funding Restrictions 27
 E. Other Submission Requirements..... 27

PART V—APPLICATION REVIEW REQUIREMENTS 28
 A. General..... 28
 B. Evaluation Criteria 28
 C. Conflicts of Interest and Confidentiality 30
 D. Organizational Management Information 30
 E. Application Disposition 31

PART VI—AWARD ADMINISTRATION 32
 A. General..... 32
 B. Award Notice..... 32
 C. Administrative and National Policy Requirements..... 33
 D. Expected Program Outputs and Reporting Requirements 34

PART VII—AGENCY CONTACTS 34

PART VIII—OTHER INFORMATION 36
 A. Access to Review Information 36
 B. Use of Funds; Changes 36
 C. Confidential Aspects of Applications and Awards 37
 D. Regulatory Information 37
 E. Definitions..... 37
 F. Materials Available on the Internet..... 37

PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

Funding for the Children, Youth, and Families At-Risk Sustainable Community Projects (CYFAR SCP) is authorized under section 3(d) of the Smith-Lever Act of May 8, 1914, as amended (7 U.S.C. 341, et seq.). Section 7403 of the Food, Conservation, and Energy Act (FCEA) of 2008 amends section 3(d) of the Smith-Lever Act of 1914 (7 U.S.C. 343(d)) in regards to eligibility. The eligibility to compete for CYFAR funding is broadened to include 1890 Land-grant Colleges and Universities, including Tuskegee University and West Virginia State University. Eligibility is also provided to the University of the District of Columbia.

Legislation indicates that funding for youth-at-risk programs falls under section 3(d) of the Smith–Lever Act.

Since 1991, Youth at-Risk (YAR), State Strengthening (STST) and New Communities Projects (NCP) have served as the NIFA mechanism for funding community-based projects and expanding statewide capacity for supporting and sustaining programming for at-risk youth and families. These programs have been funded in all states and three territories and annually reach approximately 30,000 youth and parents in high risk communities.

B. Purpose and Priorities

The mission of the CYFAR Program is to marshal resources of the Land-grant and Cooperative Extension Systems so that, in collaboration with other organizations, they can develop and deliver educational programs that equip youth who are at-risk for not meeting basic human needs with the skills they need to lead positive, productive, and contributing lives. The CYFAR philosophy (<http://www.nifa.usda.gov/nea/family/cyfar/philosophy.html>) is the basis for Sustainable Community Projects.

The purpose of SCP funding is to improve the quality and quantity of comprehensive community-based programs for at-risk children, youth, and families supported by the Cooperative Extension System. Collaboration across disciplines, program areas, and geographic lines, as well a holistic approach that views the individual in the context of the family and community, are central to Sustainable Community Projects.

The CYFAR SCP has two (2) strategic objectives:

1. To support community educational programs for at-risk children, youth, and families which are based on locally identified needs, soundly grounded in research, and which lead to the accomplishment of one of four CYFAR National Outcomes (see C.2. of this section); and
2. To integrate CYFAR programming into ongoing Extension programs for children, youth, and families – insuring that at-risk, low income children, youth, and families continue to be part of Extension and/or 4-H programs and have access to resources and educational opportunities.

C. Program Area Description

NIFA is offering two (2) project areas: New SCP and SCP Joint Project. All projects are in the Extension project area.

CYFAR supports USDA's Research, Education, and Economics (REE) goal to leverage innovation and technology to distribute tools, information, and resources and use non-formal education programs, outreach, 4-H, and other youth development programs to transfer knowledge and technology. CYFAR supports REE's goal to assist rural prosperity and rural/urban interface and NIFA's goal to help rural communities create prosperity be self-sustaining, re-populating and economically thriving. CYFAR also supports the NIFA Strategic Goal of Science and sub goal 1:5 Combat childhood obesity by ensuring the availability of affordable, nutritious food and providing individuals and families science-based nutritional guidance. Each project is encouraged to select a USDA Strategic Goal and/or REE Challenge Area which would be applicable to the project. All applicants are encouraged to review this entire RFA.

Total Funds Available for All New SCP awards is \$640,000;

Each New SCP applicant can apply for up to \$80,000 total, for the initial year;

Each New SCP Joint applicant may apply for up to \$160,000 total, for the initial year.

NOTE: See RFA Part II. C. – Project Types for the chart summarizing anticipated funding.

New SCP Project and Joint SCP Project

Only one (1) application may be submitted by each eligible institution. Each eligible institution has the option of submitting either a regular or joint application to the CYFAR SCP program. If an institution submits a Regular SCP grant application, that same institution cannot serve as a subawardee for any CYFAR SCP joint grant application.

Other Program Information

1. CYFAR SCP Project Management

The SCP will be supported by faculty across Extension and university departments and integrated into Extension programs. State CYFAR Extension/university faculty members have responsibility for supporting community-based educational programs for at-risk audiences and integrating them into the ongoing Extension program. CYFAR SCP Project Directors are expected to build an appropriate team of university(ies), county, and community staff and collaborators with broader CYFAR experience and understanding to manage the SCP and to provide technical assistance in planning, implementing, and evaluating the programs in selected Sustainable Community Project sites. This team should include Technology and Evaluation professionals, as well as county Extension professionals who will provide direct support to the community site programs. Community projects are expected to develop, implement, manage, staff, and evaluate their own programs, involving critical people in the community, in the interest of relevance and sustainability. To improve consistency in program planning, implementation,

training, and evaluation, SCPs will identify one national outcome, program model, and common measure that is the same for all community sites. University faculty and selected community site staff will develop a 5 year logic model and 5 year work plan as the basis for planning, implementing and evaluating their SCP (see 6. and 7. below).

2. One National CYFAR Outcome

The SCP should focus on children, youth, and families who are at-risk for not meeting basic human needs as articulated in the CYFAR Philosophy. Critical issues and demographic trends impacting children and families in the state should be examined when making outcome and audience decisions. Considerations should include: migrant workers' children; new immigrant children and families; children in families coping with military deployments, separations, and reunions; children and youth facing issues of drugs, violence, crime, teen pregnancies, sexually transmitted diseases, AIDS, obesity, isolation, poverty and poor school achievement. It is the responsibility of the CYFAR project staff to create an inclusive process in the state for determining the single outcome. University, county and community program staff experienced in working with CYFAR and/or similar programs should be involved in the decision on selecting the single National CYFAR Outcome.

Select only one (1) of the four (4) National CYFAR Outcomes for all proposed community sites.

Early Childhood

Children will have their basic physical, emotional and intellectual needs met. Babies will be born healthy.

School Age (K-8)

School age youth will demonstrate knowledge, skills, attitudes and behavior necessary for fulfilling contributing lives.

Teen

Teens will demonstrate knowledge, skills, attitudes and behavior necessary for fulfilling contributing lives.

Parent/Family

Parents will take primary responsibility for meeting their children's physical, social, emotional and intellectual needs and providing moral guidance and direction. Families will promote positive, productive, and contributing lives for all family members.

3. One Program Model for all SCP community sites

a. Guiding Principles

Once the CYFAR Outcome is selected, the appropriate CYFAR Guiding Principles should be used to determine the single program model selected for all of an applicant's proposed community sites. Guiding Principles for Early Childhood, School Age, Teen, and Parent/Family are described on the CYFAR website at <http://www.nifa.usda.gov/nea/family/cyfar/scp.html>. Selection of the program model and the relationship of the model to the Guiding Principles must

be thoroughly explained in the application. Suggestions for descriptors, strategies for implementation, and resources are also posted with the Guiding Principles for use in the development of the SCP. Whether an applicant elects to use an established program model or chooses to design its own programmatic approach, each principle for the selected outcome must be addressed in the SCP application.

b. Uniform Program Model

For CYFAR Sustainable Community Projects, the same uniform program model is implemented in every CYFAR community site. Programs have key and essential components which constitute the structure:

- (i) Desired short, medium and long-term results;
- (ii) Age range of high context participants impacted; age range of children impacted as participants in early childhood and parent and family programs;
- (iii) Frequency and duration of contact with the program;
- (iv) Group size and staffing plan;
- (v) Program and curriculum content (science technology, community service, drama, computer literacy, reading literacy, parent education, exercise/fitness, etc.); and
- (vi) Standardized training and technical assistance plans for project staff.

When one (1) program Outcome is selected, these model components will be uniform across the applicant's proposed community sites.

Please refer to the appropriate section below to reflect connection to the USDA Strategic Goals, **AND/OR** the REE Challenge Areas **AND/OR** the NIFA Strategic Plan as indicated below:

The Children, Youth, and Families At-Risk Sustainable Community Projects (CYFAR SCP) is aligned with the [USDA Research, Education, and Economics Action Plan](#)

CYFAR SCP specifically addresses the following REE Challenge Area goals:

- Goal 1. Local and Global Food Supply and Security
 - Subgoal 1A. Crop and Animal Production
 - Subgoal 1B. Crop and Animal Health
 - Subgoal 1C. Crop and Animal Genetics, Genomics, Genetic Resources, and Biotechnology
 - Subgoal 1D. Consumer and Industry Outreach, Policy, Markets, and Trade
- Goal 2. Responding to Climate and Energy Needs
 - Subgoal 2A. Responding to Climate Variability
 - Subgoal 2B. Bioenergy/Biofuels and Biobased Products
- Goal 3. Sustainable Use of Natural Resources
 - Subgoal 3A. Water Availability: Quality and Quantity
 - Subgoal 3B. Landscape-Scale Conservation and Management
- Goal 4. Nutrition and Childhood Obesity
- Goal 5. Food Safety

Goal 6. Education and Science Literacy and
Goal 7. Rural Prosperity/Rural-Urban Interdependence.

An example is listed below; however, this is not an exclusive example of applicability which could relate to a CYFAR SCP project relates to Goal 6.

Goal 6: Increase Science, Technology, Engineering, and Math (STEM) focus at the elementary, middle school and high school levels that is highly relevant to agriculture sciences; combine formal and informal learning strategies, and explore collaboration within and outside of USDA.

The CYFAR SCP is aligned with the USDA Strategic Goals (<http://www.ocfo.usda.gov/usdasp/sp2010/sp2010.pdf> AND <http://www.ocfo.usda.gov/usdasp/usdasp.htm>),

CYFAR SCP specifically addresses the following goals:

- Goal 1: Assist rural communities to create prosperity so they are self-sustaining, re-populating, and economically thriving;
- Goal 2: Ensure our national forests and private working lands are conserved, restored, and made more resilient to climate change, while enhancing our water resources;
- Goal 3: Help America promote agricultural production and biotechnology exports as America works to increase food security; and
- Goal 4: Ensure that all of America's children have access to safe, nutritious, and balanced meals.

An example of CYFAR SCP applicability is provided below. However, this is not a sole example of the USDA Strategic Goals and objectives. One example could be the following:

- Goal 4: Ensure that all of America's children have access to safe, nutritious, and balanced meals.
Objective 4.2 – Promote Healthy Diet and Physical Activity Behaviors

The CYFAR SCP is aligned with the NIFA Strategic plan (http://www.csrees.usda.gov/about/pdfs/strat_plan_2014.pdf).

CYFAR SCP specifically addresses Strategic Goal 1 (Science). An example of CYFAR SCP applicability to the NIFA Strategic Plan is provided below.

Science Sub-Goal 1.5: Combat childhood obesity by ensuring the availability of affordable, nutritious food and providing individuals and families science-based nutritional guidance.

NOTE: Please indicate how the project is related to the above-referenced goals.

c. High Context Participants

Research has shown that young people need positive relationships with caring adults, inclusive and safe environments, to be engaged in their own learning, to have opportunities for mastery, self-determination, and to see themselves as active participants in the future and to value and practice service for others (Arnold, Bordeau and Nott, 2013). CYFAR programs are intended to provide long-term, increasingly challenging educational experiences designed to meet needs of children and youth to experience belonging, mastery, independence, and generosity. High context youth participation refers to experiences in which young people and adults have close connections and challenging activities intended to continue for a significant period of time. The participants who receive the ongoing, intense interaction with the program are considered the high context youth and are the focus of the five year plan. Applications addressing the school-age and teen national outcome which include outcomes for youth will be considered for funding.

Other youth and adult audiences benefit from CYFAR programs and sometimes from the activities of high context participants. These are an important part of the community strengthening aspect of CYFAR and should be noted in the five year plan and reported in the Community section of the year-end report.

Specific to two (2) of the four (4) National CYFAR Outcomes (school age and teen) which may be selected as the focus for this project, youth participants may be introduced to 4-H through low context programs and expand their involvement by enrolling in 4-H clubs to insure long-term progressive educational experiences which provide opportunities for leadership, community service, positive relationships with caring adults, inclusive and safe environments, active engagement in their own learning, mastery, self-determination, and to see themselves as active participants in the future. If either school age youth or teen is selected as the National CYFAR Outcomes focus area for this project proposal, integration of CYFAR youth participants into the 4-H Youth Development program is strongly encouraged.

d. Parent/Family and Early Childhood Participants

According to research, families are the most significant environment for developing children (Bronfenbrenner, 1999). Family risk factors such as poverty, low parental educational attainment, and single parenthood can have critical impact on a child's development. Applications addressing the parent/family national outcome which address family risk factors and demonstrate impact on the child or children placed at risk will potentially be funded.

Research also indicates that high quality care in the first years of life (just beyond toddlerhood, up to age five) can greatly reduce the risk that today's youngest children will become tomorrow's youth most placed at risk (Dimidjian, 1989). Applications addressing the early childhood national outcome which include outcomes for the child will be considered for funding.

4. Integrated Program Components

Community, Technology, and Sustainability are the three program components that integrate into all SCPs and which must be addressed in the SCP application (see <http://www.nifa.usda.gov/nea/family/cyfar/scp.html>).

a. Community

The Community Component captures the “ecological” approach of CYFAR projects connecting the projects to existing networks as well as ensuring that the family and community remain strong contexts for program participants. Children, Youth, and Family programs are most effective in creating long-term outcomes when they involve change in the larger ecological context of the program audience. CYFAR recommends choosing at least one of the following three (3) approaches for integrating Community:

1. A Multi-Level Approach -- targets program audiences beyond the program’s primary target audience;
2. A Community Collaboration Approach -- community programs working through a collaborative group; and
3. A Systems Change Approach -- recognizes interacting social, economic, and environmental factors that influence the program audience and seeks opportunities to engage this audience in creating change.

These approaches represent a range of complexity and are intended to give the applicants several potential strategies to affect change in the program’s community context. Program developers can adopt the best approach for enhancing their primary program outcomes. All Sustainable Community Projects must address how their programs fit into this “Community” context using at least one (1) of the above three (3) approaches.

b. Technology

Information and communication technologies are permeating American society and lives. Americans communicate via email, use the Web to find health and gardening information, and bank and shop online. Schools require term papers that are word-processed, illustrated with graphics and tables and include URLs of references in their footnotes. Online directories and maps help locate people and businesses. Entry-level jobs now require technology skills as inventories of goods and services are maintained with technology. Technology literacy is an essential skill to perform basic activities of jobs, school, and personal lives.

Special efforts to create low risk/high utility situations for the program participants must be created. Integrating technology and the development of technology skills into programs which serve families and communities at-risk is especially important, as typically they have fewer opportunities to learn and apply their learning. Each SCP is to develop an explicit technology plan to ensure that information and communication technology is appropriately integrated throughout the program design. Programs should have adequate information and communication technology infrastructure (i.e., hardware, software, network connectivity/mini-labs, and technology expertise) to support program administration, professional staff development, educational programming with clients, online collaboration, and electronic publishing of lessons learned and results. The technology plan needs to put technology tools in the hands of program participants to help them reach the goals of the SCP (see SCP applications instructions <http://www.nifa.usda.gov/nea/family/cyfar/scp.html>).

c. Sustainability

Planning for sustaining community programs is an obligation of CYFAR program professionals. Sustainability is the capacity of programs to continue to respond to the identified community needs. A sustained program maintains a focus consistent with its original goals and objectives, including the individuals, families, and communities it was originally intended to serve. Some programs contract in scope, while others expand, and still others maintain the original program activities. Some programs align with other organizations and institutions while others maintain their independence. The key element of sustainability is retaining the goal of supporting at-risk families by providing continued benefits, regardless of the particular activities that are delivered. To most effectively sustain programs for children, youth and families, an intentional effort must be made early in the program planning process. Each SCP will develop and submit a sustainability plan including those factors that research has demonstrated to be important for program sustainability: Leadership Competence, Effective Collaboration, Understanding Community, Demonstrating Program Results, Strategic Funding, Staff Involvement and Integration, and Program Responsiveness (see SCP applications instructions <http://www.nifa.usda.gov/nea/family/cyfar/scp.html>).

Within their proposals, states should show how these projects will be integrated into their ongoing Extension programs in order to illustrate sustainability and continued funding of these projects beyond the maximum five (5) years of CYFAR Federal funding.

5. Selecting the CYFAR SCP Community Sites

Two (2) or three (3) community sites should be selected based on EITHER of the following criteria (a or b):

- (a) A minimum of 50 percent of the population in targeted communities must be living at or below 185% of the Federal poverty level; or
- (b) A minimum of 50 percent of participants at each site must meet one or more of the following characteristics: family qualifies for a public assistance program; family income falls below the Federal poverty threshold; greater than 25% of the National CYFAR Outcome target audience uninsured (<https://data.cms.gov/dataset/The-Percent-of-Uninsured-People-for-Outreach-Targe/9hxb-n5xb?>); family income is less than 75 percent of the State or county median income; a parent did not complete high school; youth/family on record with community, juvenile justice and law enforcement, or social agencies for things such as foster care, child abuse or child neglect, substance abuse, eligibility for free or reduced school lunch, the WIC program, SNAP or other clearly established risk indicators; and

Community sites should also meet ALL of the following criteria (c through f):

- (c) Integrate focus in plan to adhere to the Guiding Principles of the one (1) selected CYFAR Outcome; and

(d) Produce a plan plan for adherence to the principles of CYFAR Integrated Program Components – Community, Technology, and Sustainability; and

(e) CYFAR projects are strongly encouraged to partner with community sites inclusive of public housing authorities as well as 1994 Land-grant institutions, Hispanic-serving Institutions and minority-serving institutions; and

(f) If applicable, community sites that have been previously funded under any CYFAR project will need to provide justification as to how this is a new and different project that merits their consideration for CYFAR SCP funding. Indicate the measured outcomes and impacts of this previously funded project and how this award from NIFA will strengthen the current impact and outcomes. Also cite how this award will contribute to greater sustainability.

6. Logic Model

Once the SCP community sites are selected, an institutional team should be developed that will work with community staff to develop one five-year SCP program plan and logic model. The CYFERnet SEARCH: Supporting Evaluation and Research Capacity Hub website (<https://cyfernetsearch.org>) features two essential resources for applicants applying for FY 2015 CYFAR SCP funding. These resources include an interactive Logic Model Builder and an interactive CYFAR Common Measures Survey Builder. These tools are to be used to facilitate the logic model process within the communities in program development, implementation, and subsequent evaluation for research based programs to lead to accomplishment of the selected CYFAR outcome. The logic model provides a visual diagram that illustrates specific components of a program and describes how the program will work. The CYFAR-specific logic model consists of five (5) elements including:

- (a) Identified needs and assets,
- (b) Desired results (short-term and long-term),
- (c) Indicators (short-term and long-term),
- (d) Activities, and
- (e) Resources.

Prospective applicants are required to use the CYFERnet SEARCH website to create a user account and develop their program's logic model. The Logic Model Builder can be found at: https://cyfernetsearch.org/ilm_1_8 in the Program Planning for Effective Program Evaluation module. A program's completed logic model (PDF version) should be included as part of their grant application package. With the use of the newly developed logic model, prospective applicants will also need to identify at least one short-term outcome from their logic model that will result from their program and can be subsequently evaluated with a CYFAR common measure.

Successful applicants are expected to comply with the required site evaluations submissions. The Interactive CYFAR Common Measures Survey Builder (cyfernetsearch.org) should be utilized to develop their evaluation assessment. The survey builder is located at: <https://cyfernetsearch.org/tools>. The CYFAR Common Measures include a list of vetted instruments that address Core Competencies in CYFAR programming, as well as Leadership, Nutrition, Parenting, Physical Activities, Science, Technology, and Workforce Preparation and is located at: http://cyfernetsearch.org/cyfar_common_measures. New projects are expected to report and share evaluative outcomes regarding their identified CYFAR common measure(s).

7. Five (5) Year Work Plan

CYFAR SCP applications will describe how the selected program model will be implemented over five years. The Work Plan will include tasks such as staffing, recruiting participants, recruiting volunteers, establishing key partnerships, program implementation, marketing and promotion, materials development, training staff and volunteers, and evaluation methods. The Work Plan must indicate who is responsible, if known, for each of the key functions. CYFAR projects may not have the same participants for the full five (5) year plan. When there are two (2) or more high context cohorts planned for the five (5) years of the project, each should be noted in the five (5) year plan timeline.

Stakeholder Input from 2014 CYFAR Listening Session

On October 29 and October 30, 2014 two (2) CYFAR Listening Sessions were conducted for stakeholders. Twenty-five (25) stakeholders participated, with 96% of the participants representing 1862 Land-grant universities (LGUs) and 4% of the participants represented 1994 LGUs (Tribal Colleges). The total listening session was offered for one (1) hour. Each session was an Open Comment Listening Session.

Review the following NIFA webpage for a summary of stakeholder comments:
http://www.nifa.usda.gov/nea/family/fyc_stakeholder.html

PART II—AWARD INFORMATION

A. Available Funding

The amount available for NIFA support of this program in FY 2015 is approximately \$6,800,000. **Of this amount, approximately \$640,000 will be available to fund new CYFAR SCPs, which will have project periods ranging up to five (5) years.** (Applications for Continuation awards will be solicited under a separate RFA.) There is no commitment by USDA to fund any particular application or to make a specific number of awards.

CYFAR SCP PROJECT TITLE	APPROXIMATE AVAILABLE FUNDING
NEW CYFAR SCP Projects	\$ 640,000
CYFAR CONTINUATION Projects	\$6,160,000
TOTAL	\$6,800,000

Awards issued as a result of this RFA will have designated the Automated Standard Applications for Payment System (ASAP), operated by the Department of Treasury's Financial Management Service, as the payment system for funds. For more information see http://www.nifa.usda.gov/business/method_of_payment.html.

B. Types of Applications

In FY 2015, you may submit applications to the CYFAR Program as one of the following types of requests:

New application. This is a project application that has not been previously submitted to the CYFAR SCP Program. We will review all new applications competitively using the selection process and evaluation criteria described in Part V—Application Review Requirements.

Resubmitted application. This is an application that had previously been submitted to the CYFAR SCP Program but not funded. Project Directors (PDs) must respond to the previous review panel summary (see Response to Previous Review, Part IV). Resubmitted applications must be received by the relevant due dates, will be evaluated in competition with other pending applications in appropriate area to which they are assigned, and will be reviewed according to the same evaluation criteria as new applications.

It is the intention of NIFA to make new awards for each fiscal year commencing in FY 2015 through FY 2019 based upon the FY 2015 competition. In FY 2015, NIFA plans to make four (4) new continuation awards for an initial project period of one (1) year to grantees who have requested funding for up to five (5) years. A continuation grant is a grant instrument by which the Department agrees to support a specified level of effort for a predetermined project period with a statement of intention to provide additional support at a future date, provided that grantee performance has been satisfactory, appropriations are available for this purpose, and continued support would be in the best interest of the Federal government and the public. If these three elements are met, NIFA plans to provide additional support in FYs 2016 through 2019. NIFA

will provide applicants funding in FY 2015. Further instructions concerning CYFAR Continuation awards for FYs 2016 through 2019 will be provided per future annual RFA solicitations. Applications must include a plan of work, overall budget, overall budget narrative, community site budgets, community site budget narratives for each of the five years, and a cumulative budget covering the entire project period. In **FY 2015**, you may submit applications to the **CYFAR SCP** Program as one (1) of the following types of requests:

C. Project Types

There are two (2) project types offered with this Extension grant funding program: Single SCP Applicant and Joint SCP Applicant. The Single Applicant refers to one (1) institution applying for CYFAR SCP funding. The Joint Applicant refers to a Joint SCP Project proposal; the co-applicants may include one (1) or more additional institutions.

New applicants should refer to Part I.B.7. of this RFA for specific details regarding the submission of a five (5) year work plan detailing short- and long-term desired results. The maximum funding per grantee will be \$80,000 for the initial year for a single institutional applicant, and for joint institutional applications the maximum funding allowed in the initial year is \$160,000. The first year should be focused on planning and launching the program. In years two (2) through five (5), NIFA will accept requests for up to \$145,000 per year for single institutions; and partnering institutional applicants may request up to \$290,000 per year. The statutory time limit of the project as a continuation award will be five (5) years.

NIFA is seeking applications from institutions that can demonstrate their capacity to develop statewide grantee capacity and deliver programs for at-risk children, youth, and families; have a proven track record of sustaining community programs; are integrating CYFAR into Extension programs; and are able to provide program, evaluation, and technology support to Sustainable Community Projects.

All projects funded through this program will only have an extension focus.

NIFA anticipates making NEW continuation awards under this RFA. A continuation award is issued for a specific level of effort for a predetermined period of time with a statement of intention to provide additional support at a future date. Continuation of the funding for the award is provided if performance has been satisfactory, appropriations are available for this purpose, and continued support is in the best interests of the Federal government and the public.

Applications should be submitted for five (5) year project periods. Funding will be awarded on an annual basis. CYFAR projects will also be required to submit a year-end report to NIFA's electronic, Web-based inventory system that facilitates both grantee submissions of project outcomes and public access to information on Federally-funded projects. The details of these reporting requirements are included in the award terms and conditions. Successful applicants are expected to comply with the required site evaluations submission and should utilize the Interactive CYFAR Common Measures Survey Builder (<https://cyfernetsearch.org/>) to develop their evaluation assessment.

CYFAR projects are required to submit program site evaluation data to CYFERnet Search.org for CYFAR Program outcome and evaluation. In accordance with OMB Control Number 0524-0043, collection of the required information has been approved.

1. Regular CYFAR SCP Project Proposal (Single Eligible Institution)

Applicants may request up to \$80,000 (total, for the initial year) for a Regular Project Proposal. In a Regular Project Proposal, the applicant executes the project without the requirement of sharing grant funds with other project partners. This single project type should have two (2) or three (3) community sites. Only 1862 and 1890 Land-grant institutions are eligible.

2. Joint CYFAR SCP Project Proposal (Applicant + One Eligible Land-grant Partner)

Applicants may request up to \$160,000 (total, for the initial year) for a Joint SCP Project Proposal. In a Joint SCP Project Proposal, the co-applicants may include one or more additional institutions. All partners must share grant funds and this sharing must be demonstrated in the budget justification. This project type should have two (2) or three (3) community sites per eligible Land-grant institution; resulting in a total of at least four (4) to six (6) community sites. Only 1862 and 1890 Land-grant institutions are eligible. A premium of five (5) points will be offered for Joint SCP Project proposals where 1862 and 1890 Institutions collaborate.

Funds may be sub-awarded by the Awardee. Partnerships with the Tribal Land-grant and Hispanic Serving Institutions as sub-awardees are also encouraged.

The following represents NIFA estimates for FY 2015:

Description	Regular CYFAR SCP Project (Single)	Joint CYFAR SCP Project
Maximum Amount Requested per Proposal	\$80,000	\$160,000
Maximum Institutional Support (including 10% evaluation costs)	\$52,050	\$104,340
Minimum Budget for Community Sites	\$30,590	\$61,660

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Applications may only be submitted by Cooperative Extension at 1890 Land-grant Institutions, including Tuskegee University and West Virginia State University, 1862 Land-grant Colleges and Universities, and the University of the District of Columbia.

Award recipients may subcontract to organizations not eligible to apply provided such organizations are necessary for the conduct of the project. Failure to meet an eligibility criterion by the time of application deadline may result in the application being excluded from consideration or, even though an application may be reviewed, will preclude NIFA from making an award.

Eligible Land-grant institutions that do not have an active award will receive priority in funding if deemed meritorious. Only one application may be submitted by each eligible institution. Each eligible institution has the option of submitting either a regular or joint application to the CYFAR SCP program. If an institution submits a Regular SCP grant application, that same institution cannot serve as a subawardee for any CYFAR SCP joint grant application.

B. Cost Sharing or Matching

NIFA does not require matching support for this program and matching resources will not be factored into the review process as evaluation criteria.

C. Centers of Excellence (COE)

Pursuant to Section 7214 of the Agricultural Act of 2014 (Pub. L. 113-79), beginning in Fiscal Year 2015, for applicable competitive research and extension programs, NIFA will be recognizing and providing priority in the receipt of funding to applications from “centers of excellence” that have been established for purposes of carrying out research, extension, and education activities relating to the food and agricultural sciences. In July of 2014, NIFA held listening sessions and accepted written comments from stakeholders to inform NIFA’s implementation of the centers of excellence provision. Information from the webinars and a summary of the input gathered are available on NIFA’s website at http://www.nifa.usda.gov/about/offices/legis/cntr_ex_webinar_documents.html.

A center of excellence is composed of one (1) or more of the following entities that provide financial or in-kind support to the center of excellence. Therefore, an eligible applicant who wishes to be considered as a center of excellence must be one (1) of the following entities that provides financial or in-kind support to the center being proposed, as described in the grant application.

- (A) State agricultural experiment stations;
- (B) colleges and universities;

- (C) university research foundations;
- (D) other research institutions and organizations;
- (E) Federal agencies;
- (F) national laboratories;
- (G) private organizations, foundations, or corporations;
- (H) individuals; or
- (I) any group consisting of 2 or more of the entities described in (A) through (H).

Only CYFAR SCP Joint Projects may be considered for center of excellence (COE) designation. See Part IV, B. of this RFA for additional requirements that eligible applicants must meet to be considered a center of excellence.

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Electronic Application Package

Only electronic applications may be submitted via Grants.gov to NIFA in response to this RFA. We urge you to submit early to the Grants.gov system. For an overview of the Grants.gov application process see <http://www.grants.gov/web/grants/applicants/grant-application-process.html>.

New Users of Grants.gov

Prior to preparing an application, we recommend that the Project Director/Principal Investigator (PD/PI) first contact an Authorized Representative (AR, also referred to as Authorized Organizational Representative or AOR) to determine if the organization is prepared to submit electronic applications through Grants.gov. If not (e.g., the institution/organization is new to the electronic grant application process through Grants.gov), then the one-time registration process must be completed **PRIOR** to submitting an application. It can take as long as 2 weeks to complete the registration process so it is critical to begin as soon as possible. In such situations, the AR should go to **“Register” in the top right corner of the Grants.gov web page (or go to <http://www.grants.gov/web/grants/register.html>) for information on registering the institution/organization with Grants.gov.** Part II.1. of the NIFA Grants.gov Application Guide contains detailed information regarding the registration process. Refer item 2. below to locate the “NIFA Grants.gov Application Guide”.

Steps to Obtain Application Package Materials

To receive application materials:

1. You must download and install a version of Adobe Reader compatible with Grants.gov to access, complete, and submit applications. For basic system requirements and download instructions, see <http://www.grants.gov/web/grants/support/technical-support/software/adobe-reader-compatibility.html>. Grants.gov has a test package that will help you determination whether your current version of Adobe Reader is compatible.
2. To obtain the application package from Grants.gov, go to <http://www.grants.gov/web/grants/applicants/apply-for-grants.html>. Under Step 1 click on “Download a Grant Application Package,” and enter the funding opportunity number

Funding Opportunity Number: USDA-NIFA-SLBCD-004975 in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package.

Contained within the application package is the “NIFA Grants.gov Application Guide.” This guide contains an introduction and general Grants.gov instructions, information about how to use a Grant Application Package in Grants.gov, and instructions on how to complete the application forms.

If you require assistance to access the application package (e.g., downloading or navigating Adobe forms) **or submitting the application**, refer to resources available on the Grants.gov website (<http://www.grants.gov/web/grants/applicants/applicant-resources.html>). Grants.gov assistance is also available at:

Grants.gov customer support
800-518-4726 Toll-Free or 606-545-5035
Business Hours: 24 hours a day, 7 days a week. Closed on [federal holidays](#).
Email: support@grants.gov

Grants.gov iPortal (see <https://grants-portal.psc.gov/Welcome.aspx?pt=Grants>):
Top 10 requested help topics (FAQs), Searchable knowledge base, self-service ticketing and ticket status, and live web chat (available 7 a.m. - 9 p.m. ET). Get help now!

Have the following information available when contacting Grants.gov:

- Funding Opportunity Number (FON)
- Name of agency you are applying to
- Specific area of concern

B. Content and Form of Application Submission

You should prepare electronic applications following Parts V and VI of the NIFA Grants.gov Application Guide. This guide is part of the corresponding application package (see Section A. of this Part). The following is **additional information** needed to prepare an application in response to this RFA. **If there is discrepancy between the two documents, the information contained in this RFA is overriding.**

Note the attachment requirements (e.g., PDF) in Part III section 3. of the guide. ANY PROPOSALS THAT ARE NON-COMPLIANT WITH THE REQUIREMENTS (e.g., content format, PDF file format, file name restrictions, and no password protected files) WILL BE AT RISK OF BEING EXCLUDED FROM NIFA REVIEW. Partial applications will be excluded from NIFA review. We will accept subsequent submissions of an application until close of business on the closing date in the RFA (see Part V, 2.1 of the NIFA Grants.gov Application Guide for further information).

For any questions related to the preparation of an application, review the NIFA Grants.gov Application Guide and the applicable RFA. If assistance is still needed for preparing application forms content, contact:

- Email: electronic@nifa.usda.gov
- Phone: 202-401-5048
- Business hours: Monday through Friday, 7 a.m. – 5 p.m. ET, excluding federal holidays.

1. SF 424 R&R Cover Sheet

Information related to the questions on this form is dealt with in detail in Part V, 2. of the NIFA Grants.gov Application Guide.

2. SF 424 R&R Project/Performance Site Location(s)

Information related to the questions on this form is dealt with in detail in Part V, 3. of the NIFA Grants.gov Application Guide.

3. R&R Other Project Information Form

Information related to the questions on this form is dealt with in detail in Part V, 4. of the NIFA Grants.gov Application Guide.

a. Field 7. Project Summary/Abstract. The summary should also include the relevance of the project to the goals of **CYFAR SCP**. See Part V. 4.7 of NIFA Grants.gov Application Guide for further instructions and a link to a suggested template.

b. Field 8. Project Narrative.

NOTE: The Project Narrative shall not exceed 12 pages of written text double spaced for a single university submission; for joint university submissions the Project Narrative shall not exceed 15 pages. The Logic Model (see paragraph 6. below) is in addition to the 12 page (Single University CYFAR SCP or 15 page (Joint CYFAR SCP) Project Narrative for a single university submission. No graphs, photographs, charts, tables or support letters should be included in this field. All appendices or attachments to the application attach under Field 12. This maximum (12 pages and 15 pages respectively) has been established to ensure fair and equitable competition. Applicants exceeding the page amount are at risk of not being reviewed by the peer panel.

Applicants requesting consideration of center of excellence (COE) status must include their justification within the 12 page limitation indicated above.

The Project Narrative must include all of the following:

1. CYFAR SCP Project Management:

- (a) Project Title: (Your Institution) Sustainable Community Project
- (b) SCP Staff name, title, address, e-mail for:
SCP Project Director(s), SCP Evaluator, SCP Technology Specialist
- (c) CYFAR Outcome (see 2. below)
- (d) Program Model (see 3. below)
- (e) Community Sites. For each community site provide:
 - (i) Community staff name, title, address, and e-mail; and
 - (ii) Community & faith-based program partners.

2. One (1) National CYFAR Outcome:

Explain the rationale for the decision, the needs assessment process used, and who was involved.

3. One (1) Program Model:

- (a) Describe the selected program model including the following:
 - (i) Desired long-term results;

- (ii) Age range of high context participants;
- (iii) Frequency and duration of contact with the program;
- (iv) Group size and staffing plan;
- (v) Uniform program and curriculum content (e.g., science technology, community service, drama, computer literacy, reading literacy, parent education, exercise/fitness); and
- (vi) Standardized training and technical assistance plans for project staff.

(b) Describe the process used for determining this program model.

(c) Explain how each of the Guiding Principles is addressed in the selected Program Model (http://www.nifa.usda.gov/nea/family/cyfar/pdfs/guiding_principles.pdf).

4. Integrated Program Components:

- (a) **Community:** Describe how the proposed program fits into the Community context using at least one (1) of the recommended approaches.
- (b) **Technology:** Describe how the Technology Plan ensures that information and communication technology is integrated throughout the SCP program.
- (c) **Sustainability:** Describe the Sustainability Plan including critical factors.

5. Selecting Community Sites:

Describe the process used for selecting the SCP Community Sites. Community sites must be identified at the time of application submission.

6. Five (5) Year Logic Model:

Provide a five (5) year Logic Model for the SCP. The CYFAR-specific logic model consists of five (5) elements including:

- (a) Identified needs and assets;
- (b) Desired results (short-term and long-term);
- (c) Indicators (short-term and long-term);
- (d) Activities; and
- (e) Resources.

The Logic Model Builder can be found at: http://cyfernetsearch.org/ilm_1_8 in the Program Planning for Effective Program Evaluation module. Prospective applicants are required to develop a logic model, and use the CYFERnet SEARCH website to create a user account and develop their program's logic model. With the use of the newly developed logic model, prospective applicants also need to identify at least one (1) short-term outcome from their logic model that will result from their program and can be evaluated.

7. Five (5) Year Work Plan for the SCP:

The Work Plan should detail how the selected program model will be implemented over five (5) years. The Work Plan should address staffing, recruiting participants, recruiting volunteers, establishing key partnerships, program implementation, marketing and promotion, materials development, training staff and volunteers in a five year timeline. The two or more context cohorts planned for the five years should be noted in the five year plan timeline.

8. Center of Excellence (COE) Justification:

Only CYFAR SCP Joint Projects may be considered for COE designation.

In addition to meeting the other requirements detailed in Part IV, B., of this Request for Application (RFA), eligible applicants who wish to be considered as centers of excellence must provide a brief justification statement, as part of their Project Narratives and within the page limits provided, describing how they meet the standards of a center of excellence, based on the following criteria:

(A) the ability of the center of excellence to ensure coordination and cost effectiveness by reducing unnecessarily duplicative efforts regarding research, teaching, and extension in the implementation of the proposed research and/or extension activity outlined in this application;

(B) in addition to any applicable matching requirements, the ability of the center of excellence to leverage available resources by using public-private partnerships among agricultural industry groups, institutions of higher education, and the Federal Government in the implementation of the proposed research and/or extension activity outlined in this application. Resources leveraged should be commensurate with the size of the award;

(C) the planned scope and capability of the center of excellence to implement teaching initiatives to increase awareness and effectively disseminate solutions to target audiences through extension activities in the implementation of the proposed research and/or extension activity outlined in this application; and

(D) the ability or capacity of the center of excellence to increase the economic returns to rural communities by identifying, attracting, and directing funds to high-priority agricultural issues in support of and as a result of the implementation of the proposed research and/or extension activity outlined in this application.

Additionally, where practicable (not required), center of excellence applicants should describe proposed efforts to improve teaching capacity and infrastructure at colleges and universities (including land-grant colleges and universities, cooperating forestry schools, certified Non-Land Grant Colleges of Agriculture (NLGCA) (list of certified NLGCA is available at http://www.nifa.usda.gov/funding/pdfs/nlgca_colleges.pdf), and schools of veterinary medicine).

c. Field 12. Other Attachments - (Must be PDF format)

Response to Previous Review. One (1) Page Limit.

This requirement only applies to “Resubmitted Applications” as described under Part II, B., and “Types of Applications”. PDs must respond to the previous review panel summary on no more than one page, titled, “RESPONSE TO PREVIOUS REVIEW”. If desired, additional comments may be included in the text of the Project Narrative, subject to the page limitations of that section.

4. R&R Senior/Key Person Profile (Expanded)

Information related to the questions on this form is dealt with in detail in Part V, 5. of the NIFA Grants.gov Application Guide. This section of the Guide includes information about the people who require a Senior/Key Person Profile, and details about the Biographical Sketch and the Current and Pending Support, including a link to a suggested template for the Current and Pending Support. Please include annual base salary for all personnel listed under Senior/Key Person. On the Current and pending Support form, the time committed to this project should not be less than the salary requested on the budget form. Please make sure that the application proposal is listed and that all projects, including this project, do not total over 100% commitment time.

5. R&R Personal Data – As noted in Part V, 6. of the NIFA Grants.gov Application Guide, the submission of this information is voluntary and is not a precondition of award.

6. R&R Budget

Information related to the questions on this form is dealt with in detail in Part V, 7. of the NIFA Grants.gov Application Guide.

New applicants may request up to \$80,000 for single institution applications and up to \$166,000 for joint institution applicants for the initial year. The initial year should be focused on planning and launching the program. In years two (2) through five (5), NIFA will accept requests for up to \$145,000 for single institution applications or up to \$290,000 for joint institution applications per year. **However, applicants are cautioned to request only amounts that can be expended by the end of the budget year, since carryover funds will be subtracted from the following year's request.**

New applicants may request a maximum of \$52,050 for single university applications and for joint applications up to \$104,340 may be allocated for university support to the SCP, including technical assistance with program development, evaluation, technology, and linking of SCP to other CYFAR resources in the state and to Professional Development and Technical Assistance CYFERnet (Children, Youth and Families Education and Research Network).

NOTE: See chart provided in Part II.C. – Project Types for summary and further details.

Applications must contain an overall budget, overall budget narrative, community site budgets, community site budget narratives for each of the five (5) years, and a cumulative overall budget and budget narrative covering the entire project period. The Budget Justification (aka the Budget Narrative) must include an itemized breakdown of all support requested.

Show the total amount allocated for the community site budgets within Field F, lines 8, 9 and 10 of cumulative budget form.

Community Site Budgets:

Individual community site budget forms and budget narratives are required for five (5) years. For each of the five years, use the R & R Subaward budget section of the application to submit these budgets and narratives. It is recognized that if the community sites are operated through the

university system, then they are not considered sub-awards. Because of the requirements of Grants.gov all community sites both extension-based community sites and those sites that operate apart from extension must complete the sub-award forms for each site. **All community sites according to Grants.gov are considered sub-awards.**

If an outside organization provides some of the program operation, it is considered a subaward. Identify the operator. Include required subaward information.

It is recommended that the number of community sites be limited to two (2) or three (3) sites.

NOTE: Applicants are reminded to include the Base Annual Salaries for all Key Personnel.

First year SCP project staff inclusive of the (Project Director (PD), evaluation, and technology staff are required to attend the designated CYFAR SCP Grantee Orientation and CYFAR SCP Grantee Workshop.

In years two (2) through five (5) SCP university, county, and community site staff are required to participate in the CYFAR SCP Grantee Workshop. Travel expenses for these required trips should be included in the budget request.

Evaluation

A minimum of 10% of the total project budget must be allotted for staff, travel, and material costs of the SCP evaluation. Provide a list at the end of your budget narrative of the costs that are associated with the 10% evaluation requirement.

A portion of the budget must be dedicated to high-level evaluation intended for outcome measurement that has measurable outcomes which are related to social outcomes and USDA mission and/or REE priority areas.

No matching funds are required and matching funds will not be factored into the review process as evaluation criteria.

7. Supplemental Information Form

Information related to the questions on this form is dealt with in detail in Part VI, 1. of the NIFA Grants.gov Application Guide.

- a. Field 2. Program to which you are applying.** Enter the program code name (**Youth at Risk**) and the program code (**MC**).
- b. Field 8. Conflict of Interest List.** See Part VI, 1.8 of the NIFA Grants.gov Application Guide for further instructions and a link to a suggested template.

C. Submission Dates and Times

Instructions for submitting an application are included in Part IV, Section 1.9 of the NIFA Grants.gov Application Guide.

Applications must be received by Grants.gov by **5:00 p.m. Eastern Time on April 13, 2015**. Only one (1) application may be submitted by each eligible institution. Each eligible institution has the option of submitting either a regular or joint application to the CYFAR SCP program. If an institution submits a Regular SCP grant application, that same institution cannot serve as a subawardee for any CYFAR SCP joint grant application. Applications received after this deadline will normally not be considered for funding. NIFA will accept the application by the first time-stamped application received.

If you have trouble submitting an application to Grants.gov, you should FIRST contact the Grants.gov Help Desk to resolve any problems. Keep a record of any such correspondence. See Part IV. A. for Grants.gov contact information.

We send email correspondence to the AR regarding the status of submitted applications. Therefore, applicants are strongly encouraged to provide accurate e-mail addresses, where designated, on the SF-424 R&R Application for Federal Assistance.

If the AR has not received correspondence **from NIFA** regarding a submitted application within 30 days of the established deadline, contact the Agency Contact identified in Part VII of the applicable RFA and request the proposal number assigned to the application. **Failure to do so may result in the application not being considered for funding by the peer review panel. Once the application has been assigned a proposal number, this number should be cited on all future correspondence.**

D. Funding Restrictions

Pursuant to Section 1473 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977, as amended, 7 U.S.C. 3319, **indirect costs and tuition remission are not allowable costs under Section 3(d) of Smith-Lever funded projects, and no funds will be approved for this purpose.** Costs that are a part of an institution's indirect cost pool (e.g., administrative or clerical salaries) may not be reclassified as direct costs for the purpose of making them allowable.

Grant funds awarded under this authority may not be used for the renovation or refurbishment of research, education, or Extension space; the purchase or installation of fixed equipment in such space; or the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

The Statutory time limitation for this program is five (5) years from the project start date on the Award Face Sheet (Form NIFA-2009). Extension of time beyond the five years will not be permitted.

E. Other Submission Requirements

You should follow the submission requirements noted in Part IV, section 1.9 in the document entitled "NIFA Grants.gov Application Guide."

For information about the **status of a submitted application**, see Part III., section 6. of the NIFA Grants.gov Application Guide.

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

We evaluate each application in a 2-part process. First, we screen each application to ensure that it meets the administrative requirements as set forth in this RFA. Second, a technical review panel will evaluate applications that meet the administrative requirements.

We select reviewers based upon their training and experience in relevant scientific, extension, or education fields, taking into account the following factors: (a) The level of relevant formal scientific, technical education, or extension experience of the individual, as well as the extent to which an individual is engaged in relevant research, education, or extension activities; (b) the need to include as reviewers experts from various areas of specialization within relevant scientific, education, or extension fields; (c) the need to include as reviewers other experts (e.g., producers, range or forest managers/operators, and consumers) who can assess relevance of the applications to targeted audiences and to program needs; (d) the need to include as reviewers experts from a variety of organizational types (e.g., colleges, universities, industry, state and federal agencies, and private profit and non-profit organizations) and geographic locations; (e) the need to maintain a balanced composition of reviewers with regard to minority and female representation and an equitable age distribution; and (f) the need to include reviewers who can judge the effective usefulness of each application to producers and the general public.

When each peer review panel has completed its deliberations, the responsible program staff of CYFAR will recommend that the project: (a) be approved for support from currently available funds or (b) be declined due to insufficient funds or unfavorable review.

CYFAR reserves the right to negotiate with the PD/PI and/or with the submitting organization or institution regarding project revisions (e.g., reductions in the scope of work, funding level, period, or method of support) prior to recommending any project for funding

B. Evaluation Criteria

NIFA will use the evaluation criteria below to review applications submitted in response to this for New CYFAR SCP Community Projects RFA:

1. CYFAR SCP Project Management (10 Points)

This criterion assesses the degree to which the application has complete information for all of the following:

- (a) Project Title: (Your Institution) Sustainable Community Project;
- (b) SCP Staff name, title, address, e-mail for:
 - (i) SCP Project Director(s), SCP Evaluator, SCP Technology Specialist;
- (c) CYFAR Outcome;
- (d) Program Model; and
- (e) Community Sites. For each community site provide:
 - (i) Location, County staff name, title, address, e-mail;
 - (ii) Community staff name, title, address, and e-mail; and

(iii) Community & Faith-based program partners.

2. The soundness of the National CYFAR Outcome (5 Points)

This criterion is an indicator of programmatic readiness to effectively deliver the specified program and meet its specified outcomes to the community sites.

3. One (1) Program Model (25 Points)

(a) The degree to which the selected Program Model evaluates the following: (15 points)

- (i) Desired long-term results;
- (ii) Age range of high context participants;
- (iii) Frequency and duration of contact with the program;
- (iv) Group size and staffing plan;
- (v) Uniform program and curriculum content (e.g., science technology, community service, drama, computer literacy, reading literacy, parent education, exercise/fitness; and
- (vi) Standardized training and technical assistance plans for project staff.

(b) The degree to which the process used for determining this program Pilot Model is assessed and evaluated. (5 points)

(c) The soundness of how each of the Guiding Principles is addressed in the selected Program Model. (5 points)

4. Integrated Program Components (15 Points)

(a) Community – Describes how the proposed program fits into the Community context using at least one of the recommended approaches. (5 Points)

(b) Technology – Describes the Technology Plan to ensure that information and communication technology is integrated throughout the SCP program. (5 Points)

(c) Sustainability – Describes the Sustainability Plan including critical factors. (5 Points)

5. The soundness on the process for selecting the SCP Community Sites. (5 Points)

6. Five (5) Year Logic Model (13 Points)

A clear logic Pilot Model has been articulated for how to work with communities in program development, implementation, and evaluation.

7. Five (5) Year Work Plan (25 Points)

A clear Work Plan is articulated for how the selected program Model will be or will continue to be implemented.

8. Joint SCP Projects (5 Points)

A premium of five (5) points will be offered to joint projects including 1890 institutions.

9. Persistent Poverty Communities (2 Points)

A premium of two (2) points will be offered for projects engaging (subawarding) at least one (1) of the over 700 Persistent Poverty Communities.

http://www.usda.gov/wps/portal/usda/usdahome?navid=STRIKE_FORCE

Centers of Excellence Status

All eligible applicants will be competitively peer reviewed (as described in Part V, A. and B. of this RFA), and ranked in accordance with the evaluation criteria. Those that rank highly meritorious and requested to be considered as a center of excellence will be further evaluated by the peer panel to determine whether they have met the standards to be centers of excellence (Part III C. and Part IV C.). In instances where they are found to be equally meritorious with the application of a non-center of excellence, based on peer review, selection for funding will be weighed in favor of applicants meeting the center of excellence criteria. NIFA will effectively use the center of excellence prioritization as a “tie breaker”. Applicants that rank highly meritorious but who did not request consideration as a center of excellence or who are not deemed to have met the centers of excellence standards may still receive funding .

In addition, the applicant’s Notice of Award will reflect that, for the particular grant program, the applicant meets all of the requirements of a center of excellence. Entities recognized as centers of excellence will maintain that distinction for the duration of their period of performance or as identified in the terms and conditions of that award.

C. Conflicts of Interest and Confidentiality

During the peer evaluation process, we take extreme care to prevent any actual or perceived conflicts of interest that may impact review or evaluation. For the purpose of determining conflicts of interest, we determine the academic and administrative autonomy of an institution by reference to the current Higher Education Directory, published by Higher Education Publications, Inc., 1801 Robert Fulton Drive, Suite 340, Reston, VA, 28191. Phone: (888) 349-7715. Web site: <http://www.hepinc.com>.

Names of submitting institutions and individuals, as well as application content and peer evaluations, are kept confidential, except to those involved in the review process, to the extent permitted by law. In addition, the identities of peer reviewers will remain confidential throughout the entire review process, to the extent permitted by law; therefore, the names of the reviewers will not be released to applicants.

D. Organizational Management Information

Specific management information relating to an applicant shall be submitted on a one time basis, with updates on an as needed basis. This requirement is part of the responsibility determination prior to the award of a grant identified under this RFA, if such information has not been provided previously under this or another NIFA program. We will provide you copies of forms recommended for use in fulfilling these requirements as part of the preaward process. Although an applicant may be eligible based on its status as one of these entities, there are factors that may exclude an applicant from receiving federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual involved or a determination that an applicant is not responsible based on submitted organizational management information).

E. Application Disposition

An application may be withdrawn at any time before a final funding decision is made regarding the application; however, withdrawn applications normally will not be returned. One copy of each application that is not selected for funding, including those that are withdrawn, will be retained by CYFAR for a period of three years.

PART VI—AWARD ADMINISTRATION

A. General

Within the limit of funds available for such purpose, the NIFA awarding official shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the NIFA awarding official as the effective date of the grant shall be no later than September 30 of the federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. The project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by NIFA under this RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable federal cost principles, USDA assistance regulations, and NIFA General Awards Administration Provisions at 7 CFR part 3430, subparts A through E.

B. Award Notice

The award document will provide pertinent instructions and information including, at a minimum:

- (1) Legal name and address of performing organization or institution to whom the director has issued an award under the terms of this request for applications;
- (2) Title of project;
- (3) Name(s) and institution(s) of PDs chosen to direct and control approved activities;
- (4) Identifying award number assigned by NIFA;
- (5) Project period, specifying the amount of time NIFA intends to support the project without requiring recompetition for funds;
- (6) Total amount of financial assistance approved for the award;
- (7) Legal authority(ies) under which the award is issued;
- (8) Appropriate Catalog of Federal Domestic Assistance (CFDA) number;
- (9) Applicable award terms and conditions (see <http://www.nifa.usda.gov/business/awards/awardterms.html> to view NIFA award terms and conditions);
- (10) Approved budget plan for categorizing allocable project funds to accomplish the stated purpose of the award; and

(11) Other information or provisions deemed necessary by NIFA to carry out its respective awarding activities or to accomplish the purpose of a particular award.

C. Administrative and National Policy Requirements

Several federal statutes and regulations apply to grant applications considered for review and to project grants awarded under this program. These include, but are not limited to the ones listed below.

2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

2 CFR Part 400 —USDA implementation of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

2 CFR Part 415 – USDA General Program Administrative Regulations.

7 CFR Part 1, subpart A—USDA implementation of the Freedom of Information Act.

7 CFR Part 3—USDA implementation of OMB Circular No. A-129 regarding debt collection.

7 CFR Part 15, subpart A—USDA implementation of Title VI of the Civil Rights Act of 1964, as amended.

2 CFR Part 180 and Part 417--OMB Guidelines to Agencies on Government-Wide Debarment and Suspension (Nonprocurement) and USDA Nonprocurement Debarment and Suspension.

7 CFR Part 331 and 9 CFR Part 121—USDA implementation of the Agricultural Bioterrorism Protection Act of 2002.

2 CFR Part 416—USDA General Program Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

2 CFR Part 418—USDA implementation of Restrictions on Lobbying. Imposes prohibitions and requirements for disclosure and certification related to lobbying on recipients of federal contracts, grants, cooperative agreements, and loans.

2 CFR Part 421—USDA Implementation of Governmentwide Requirements for Drug-Free Workplace (Grants).

2 CFR Part 422—Research Institutions Conducting USDA-Funded Extramural Research; Research Misconduct.

7 CFR Part 3407—USDA procedures to implement the National Environmental Policy Act of 1969, as amended.

7 CFR 3430—Competitive and Noncompetitive Non-formula Financial Assistance Programs--
General Award Administrative Provisions.

29 U.S.C. 794 (section 504, Rehabilitation Act of 1973) and 7 CFR Part 15b (USDA
implementation of statute) —prohibiting discrimination based upon physical or mental handicap
in federally-assisted programs.

35 U.S.C. 200 et seq. —Bayh Dole Act, controlling allocation of rights to inventions made by
employees of small business firms and domestic nonprofit organizations, including universities,
in federally-assisted programs (implementing regulations are contained in 37 CFR Part 401).

44 U.S.C. 3541 et seq. (Pub. L. 107-347) - Federal Information System Security Management
Act of 2002 (FISMA), to improve computer and network security within the Federal
Government. Applies to awardees if it will collect, store, process, transmit, or use information
on behalf of NIFA.

D. Expected Program Outputs and Reporting Requirements

Grantees are to use REEport, NIFA's electronic, web-based inventory system to submit an initial
project initiation which documents expected products and outcomes of the project. Additionally,
annual progress report documenting realized project outcomes must be submitted to the
electronic system. The web-based system facilitates an electronic workflow between grantees
and NIFA for project accomplishments to be easily searchable and allows for public access to
information on Federally-funded projects. The details of these reporting requirements, including
those specific to the annual and final technical reports, are included in the award terms and
conditions.

Successful applicants are expected to comply with the required site evaluations submission and
should utilize the Interactive CYFAR Common Measures Survey Builder (cyfernetsearch.org) to
develop their evaluation assessment.

PART VII—AGENCY CONTACTS

Applicants and other interested parties are encouraged to contact:

Programmatic Contacts:

Bonita Williams, Ph.D

Title: National Program Leader

Unit: Division of Youth and 4-H

Phone: (202) 720-3566

Email: bonita.williams@nifa.usda.gov

Lisa Hampton

Title: Program Specialist

Unit: Division of Youth and 4-H

Phone: (202) 720-4087

Email: lhampton@nifa.usda.gov

Administrative/Business Contacts:

Duane Alphs

Title: Team Leader

Unit: Office of Grants and Financial Management

Phone: (202) 401 - 4326

Email: dalphs@nifa.usda.gov

Rochelle McCrea

Title: Team Leader, Team I

Unit: Branch II

Phone: (202) 401 - 2880

Email: rmccrea@nifa.usda.gov

PART VIII—OTHER INFORMATION

A. Access to Review Information

We will send copies of reviews, not including the identity of reviewers, and a summary of the panel comments to the applicant PD after the review process has been completed.

B. Use of Funds; Changes

1. Delegation of Fiscal Responsibility

Unless the terms and conditions of the award state otherwise, awardees may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

2. Changes in Project Plans

a. The permissible changes by the awardee, PD(s), or other key project personnel in the approved project shall be limited to changes in methodology, techniques, or other similar aspects of the project to expedite achievement of the project's approved goals. If the awardee or the PD(s) is uncertain as to whether a change complies with this provision, the question must be referred to the Authorized Departmental Officer (ADO) for a final determination. The ADO is the signatory of the award document, not the program contact.

b. The awardee must request, and the ADO must approve in writing, all changes in approved goals or objectives prior to effecting such changes. In no event shall requests be approved for changes that are outside the scope of the original approved project.

c. The awardee must request, and the ADO must approve in writing, all changes in approved project leadership or the replacement or reassignment of other key project personnel, prior to effecting such changes.

d. The awardee must request, and the ADO must approve in writing, all transfers of actual performance of the substantive programmatic work in whole or in part and provisions for payment of funds, whether or not federal funds are involved, prior to instituting such transfers, unless prescribed otherwise in the terms and conditions of the award.

e. The project period may be extended without additional financial support, for such additional period(s) necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed any applicable statutory limit or expiring appropriation limitation. The terms and conditions of award include information about no-cost extensions of the award and when ADO's prior approval is necessary.

f. Changes in Approved Budget: Unless stated otherwise in the terms and conditions of award, changes in an approved budget must be requested by the awardee and approved in writing by the ADO prior to instituting such changes, if the revision will involve transfers or expenditures of

amounts requiring prior approval as set forth in the applicable Federal cost principles, Departmental regulations, or award.

C. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of the record of NIFA transactions, available to the public upon specific request. Information that the Secretary determines to be of a confidential, privileged, or proprietary nature will be held in confidence to the extent permitted by law. Therefore, any information that the applicant wishes to have considered as confidential, privileged, or proprietary should be clearly marked within the application. The original copy of an application that does not result in an award will be retained by the Agency for a period of three years. Other copies will be destroyed. Such an application will be released only with the consent of the applicant or to the extent required by law. An application may be withdrawn at any time prior to the final action thereon.

D. Regulatory Information

For the reasons set forth in the final Rule related Notice to 2 CFR part 415, subpart C (48 FR 29114, June 24, 1983), this program is excluded from the scope of the Executive Order 12372 which requires intergovernmental consultation with State and local officials. Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. chapter 35), the collection of information requirements contained in this Notice have been approved under OMB Document No. 0524-0039.

E. Definitions

Please refer to 7 CFR 3430, Competitive and Noncompetitive Non-formula Financial Assistance Programs--General Award Administrative Provisions, for applicable definitions for this NIFA grant program.

F. Materials Available on the Internet

CYFAR program information will be made available on the NIFA web site at <http://www.csrees.usda.gov/nea/family/cyfar/cyfar.html>. The following are among the materials available on the web page:

1. CYFAR Program Overview
2. CYFAR Program Information
3. CYFAR Reporting
4. CYFAR Grants Instructions and Stakeholder Information