

# Tribal Colleges Research Grants Program

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## *FY 2014 Request for Applications*

**Application Due Date: July 25, 2014 by 5:00 pm Eastern Time**

**Catalog of Federal Domestic Assistance (CFDA) 10.227**

**Program Name Code: TCRGP**

**Program Code: ZY**

**Funding Opportunity: USDA-NIFA-TCRGP-004555**



**U.S. Department of Agriculture  
National Institute of Food and Agriculture**

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

**TRIBAL COLLEGES RESEARCH GRANTS PROGRAM**

**INITIAL ANNOUNCEMENT**

**CATALOG OF FEDERAL DOMESTIC ASSISTANCE:** This program is listed in the Catalog of Federal Domestic Assistance under 10.227.

**DATES:** Applications must be received by **5:00 p.m. Eastern Time on July 25, 2014.** 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 and Oversight Division; Office of Grants and Financial Management; National Institute of Food and Agriculture; USDA; STOP 2299; 1400 Independence Avenue, SW; Washington, DC 20250-2299; or via e-mail to: [Policy@nifa.usda.gov](mailto: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 Tribal Colleges Research Grants Program RFA.

**EXECUTIVE SUMMARY:** NIFA requests applications for the Tribal College Research Grant Program (TCRGP) for fiscal year (FY) 2014.

The intent of this grant opportunity is to stimulate and enable 1994 Institutions to develop the necessary infrastructure and faculty expertise to be able to carry out research projects that identify and solve problems within tribal and American Indian communities and offer 1994 students an enhanced research experience in preparation for onward career or higher education opportunities in the food, agricultural or natural resource sciences.

It is envisioned that this research grant opportunity enhances the Research, Education and Extension Land Grant Mission at the 1994 Institutions. This includes the goal of making the 1994 Institutions better able to achieve tribal sovereignty and food security, as well as becoming repositories of cultural and indigenous knowledge.

Pursuant to H.R. 3547, the Consolidated Appropriations Act, 2014, the amount available to support this program in FY 2014 is approximately **\$1.7 million**.

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

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## **PART I—FUNDING OPPORTUNITY DESCRIPTION**

### **A. Legislative Authority and Background**

Legislative authority for the Tribal College Research Grant Program (TCRGP) is contained in the Agricultural Research, Extension, and Education Reform Act of 1998 (7 U.S.C. 7601 note) which amends the Equity in Educational Land Grant Status Act of 1994 (7 U.S.C. 301 note), as amended. In accordance with the statutory authority, subject to the availability of funds, the Secretary of Agriculture may award competitive grants to 1994 Land Grant Institutions (hereinafter referred to as 1994 Institutions) to conduct agricultural research that addresses high priority concerns of tribal, national or multi-state significance. The Agricultural Act of 2014, P.L. 113-79, added some eligible partners to the authorization for the TCRGP. Please see Part III A., Eligible Applicants, for a description of these changes.

### **B. Purpose and Priorities**

NIFA is soliciting applications which support the purpose of the TCRGP is as follows:

- To enhance the institutional infrastructure and faculty expertise in planning and carrying out appropriate applied research projects that address concerns and needs of tribal and reservation communities;
- To forge better institutional and faculty collaborations with other Land Grant Institutions as well as with USDA Agricultural Research Service (ARS) and other research institutions of higher learning;
- To address the agricultural, health, environmental and economic concerns of Reservation communities through scientific inquiry and discovery; and
- To give American Indian students better prospects for employment and educational achievement by engaging them in laboratory and field research in the food, agricultural and natural resource sciences.

TCRGP priority areas of investigation include:

1. Agricultural Productivity and Economic Profitability;
2. Human Nutrition, healthy lifestyles and obesity reduction in tribal communities;
3. Natural Resource conservation, remediation, and adaptation to a changing climate;
4. Tribal youth and leadership development;
5. Energy conservation, bio-energy and renewable sources and technologies;
6. Food systems and food safety for reservation and tribal communities; and/or
7. Teaching practices and styles to advancing learning in American Indian students, especially in food, agriculture and natural resource sciences.

Projects supported by this program should fall under one or more of USDA's Research, Education and Economics (REE) Mission action plan priorities:

1. Local and Global Food Supply and Security;

2. Responding to Climate and Energy Needs;
3. Sustainable Use of Natural Resources;
4. Human Nutrition and Childhood Obesity;
5. Food Safety;
6. Education and Science Literacy; and/or
7. Rural Prosperity/Rural-Urban Interdependence.

Please refer to the Research, Education, and Economics Action Plan (dated February, 2012) for specific details: <http://www.usda.gov/documents/usda-ree-science-action-plan.pdf>

### **C. Program Area Description**

TCRGP encourages projects that develop content and programs suitable for delivery through the Cooperative Extension System's eXtension Initiative. You may use funds to contribute to existing Communities of Practice (CoP) or to form a new CoP focused on the priorities as indicated above. Projects must align with the eXtension vision, mission, and values. You must have a letter of acknowledgement from eXtension; you may also need a letter of support from one or more of the Communities of Practice. For detailed guidance on how to partner with eXtension, go to <http://create.extension.org/node/2057>.

## **PART II—AWARD INFORMATION**

### **A. Available Funding**

The amount available for NIFA support of this program in FY 2014 is **approximately \$1.7 million**. There is no commitment by USDA to fund any particular application or to make a specific number of awards.

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](http://www.nifa.usda.gov/business/method_of_payment.html).

### **B. Types of Applications**

In FY 2014, you may submit applications to the TCRGP Program as one of the following types of requests:

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

**(2) Resubmitted application**. This is an application that had previously been submitted to the TCRGP 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.

### **C. Project Types:**

#### **Single-function Research Projects:**

Single-function Research Projects support applied research conducted by the individual applicant who acts as the Project Director and works with a partner within the same discipline or in a multidisciplinary team.

The TCRGP grant program funds single-function applied research projects shall not exceed three years (36 months).

**Applied research** means research that includes expansion of the findings of fundamental research to uncover practical ways in which new knowledge can be advanced to benefit individuals and society.

### **New Discovery Research:**

The emphasis within New Discovery projects is on the research. Projects are expected to already possess the necessary research maturity to conduct scientific inquiry and lead to an enhancement of a body of knowledge and achieve a level of problem solving for relevant issues. Projects are also expected to meet the standards of scientific rigor recognized by the greater research community. Research undertakings should be a scope that results can be useful to helping solve problems of a regional, state or national level. Data and results should be of a quality appropriate for submittal to a peer-reviewed journal. New Discovery projects are also expected to offer meaningful research experiences to 1994 students.

Project periods shall not exceed three years (36 months). The maximum amount for a New Discovery application is \$200,000 per project period; not per year.

### **Capacity Building Research:**

The emphasis within Capacity Building projects is on developing existing research capacity through research projects that focus on enhancing research infrastructure, instrumentation and faculty expertise. Projects should embrace scientific research methodology with an aim to addressing problems within tribal, reservation or American Indian communities and lead to best practices that can be utilized by 1994 Extension or Education activities.

Project periods shall not exceed two years (24 months). The maximum amount for a Capacity Building Research project is \$85,000 per project period; not per year.

### **Student Research Experience:**

The emphasis within Student Research Experience is on the student. Projects may consist of individual or group student research investigations. The focus should be on providing the students with an understanding and appreciation of how to plan and implement research projects that utilize scientific methodology and approach some level of applied problem solving. Projects should be of a nature that students receive an experience that stimulates their interest in the food, agricultural and natural resources sciences and better prepare them to achieve success at four-year and graduate institutions.

Project periods shall not exceed two years (24 months). The maximum amount for a Student Research Experience project is \$60,000 per project period; not per year.

### **Other Research Program Requirements:**

Applications may submitted for any discipline that enhances the capacity of the 1994 Land Grant mission, is consistent with the overall goals and objectives of the institution, and is meaningful to the greater community of the 1994 Institution.

Applicants may also seek funding to conduct investigations on best teaching practices for American Indian students in math and science disciplines.

Projects in all three research options must contain a student component. NIFA will not make an award that does not contain significant 1994 student participation appropriate to the level of research chosen.

With the passage of the 2014 Farm Bill, all funded TCRGP projects must contain a collaborative agreement with at least one of the following:

- (1) the Agricultural Research Service of the Department of Agriculture;
- (2) at least one 1862 or 1890 land-grant college or university (not another 1994 Institution);
- (3) at least one Non-Land-Grant College of Agriculture (NLGCA) (as defined in section 1404 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977) (see requirements and list of certified NLGCA at [http://www.nifa.usda.gov/funding/pdfs/nlgca\\_colleges.pdf](http://www.nifa.usda.gov/funding/pdfs/nlgca_colleges.pdf) or
- (4) at least one cooperating forestry school.

All applications must address a research plan or Land Grant mission statement that includes research. This can be a formal document of the 1994 Institution, a department within the 1994 Institution, or a tribal or reservation document. If none of these exist, it is expected that a portion of the project narrative in the application address a larger vision or goal of research within the 1994 Institution.

NIFA will not make an award that does not have a signed letter of understanding and approval from the most cognizant tribal or community office or official within which the research project will be undertaken. If a signed letter is not available within the application due dates, evidence of attempts to inform and seek approval will be required.

Applicants can review CRIS reports to see how others have created similar research programs. <http://cris.csrees.usda.gov/cgi-bin/starfinder/0?path=crisassist.txt&id=anon&pass=&OK=OK>.

The National Program Leader (NPL) is available to discuss ideas and evaluate the suitability of the project. Applicants are encouraged to contact the NPL (See Part VII) to discuss feasibility and choice of program option before writing their application.

#### **D. Responsible and Ethical Conduct of Research**

The responsible and ethical conduct of research (RCR) is critical for excellence, as well as public trust, in science and engineering. Consequently, education in RCR is considered essential in the preparation of future scientists. In accordance with sections 2, 3, and 8 of 7 CFR Part 3022, institutions that conduct extramural research funded by USDA must foster an atmosphere conducive to research integrity, bear primary responsibility for prevention and detection of research misconduct and are to maintain and effectively communicate and train their staff regarding policies and procedures. In the event an application to NIFA results in an award, the Institutional Authorizing Representative (AR) assures, through acceptance of the award that the institution will comply with the above requirements. Per award terms and conditions, grant recipients shall, upon request, make available to NIFA the policies and procedures as well as documentation to support the conduct of the training.

Note that the training referred to herein shall be either on-campus or off-campus training. The general content of the ethics training, at a minimum, will emphasize three key areas of research ethics: authorship and plagiarism, data and research integration and reporting misconduct. Each institution will be responsible for developing its own training system, as schools will need flexibility to develop training tailored to their specific student needs. Grantees should consider the Collaborative Institutional Training Initiative (CITI) program for RCR (<https://www.citiprogram.org/rcrpage.asp>). Typically, this RCR education addresses the topics of: Data Acquisition and Management - collection, accuracy, security, access; Authorship and Publication; Peer Review; Mentor/Trainee Responsibilities; Collaboration; Conflict of Interest; Research Misconduct; Human Subject Research; and Use of Animals in Research.

The Center for Disease Control (CDC) offers a helpful document on conducting research in Tribal communities:

[http://www.atsdr.cdc.gov/communityengagement/pdf/PCE\\_Report\\_Chapter\\_5\\_SHEF.pdf](http://www.atsdr.cdc.gov/communityengagement/pdf/PCE_Report_Chapter_5_SHEF.pdf).

## **PART III—ELIGIBILITY INFORMATION**

### **A. Eligible Applicants**

Applications may only be submitted by any Tribal College or University designated as a 1994 Institution under the Educational Land-Grant Status Act of 1994. This act requires that each 1994 Institution be accredited, or making progress towards accreditation and be recognized as a legal entity. If accreditation is being sought, a college must demonstrate its progress towards accreditation by a letter from a nationally recognized accreditation agency affirming receipt of application for an accreditation site visit or other such documentation.

The 1994 Institutions may submit more than one application in response to this RFA. Each application, however, should cover only one project type.

Award recipients may subcontract to organizations not otherwise eligible to apply provided such organizations are necessary for the successful completion of the project. An applicant's failure to meet an eligibility criterion by the time of an application deadline shall result in the application being excluded from consideration or, even though an application may be reviewed, will preclude NIFA from making an award.

### **B. Cost Sharing or Matching**

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

## 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 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.** Item 2. below mentions the “NIFA Grants.gov Application Guide.” Part II.1. of the NIFA Grants.gov Application Guide contains additional explanatory language regarding the registration process.

#### **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 determine 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 **USDA-NIFA-TCRGP-004555** 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](mailto:support@grants.gov)

Grants.gov iPortal: 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

See <http://www.nifa.usda.gov/funding/electronic.html> for additional resources for applying electronically.

## **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).**

Grants.gov provides online tools to assist if you do not own PDF-generating software. You will find PDF conversion software at <http://test.grants.gov/web/grants/support/technical-support/software/pdf-conversion-software.html>.

**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](mailto: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 TCRGP. See Part V. 4.7 of NIFA Grants.gov Application Guide for further instructions and a link to a suggested template. The Project Summary:

1. Should not exceed 250 words;
2. Must state the type of application (new or resubmission);
3. Must state the project research option (New Discovery Research, Capacity Building Research or Student Research Experience);
4. Must indicate the science subject areas to be addressed;
5. Must include the names and affiliated organizations of all PDs, Co-PDs and other collaborators, including visiting scholars; and
6. Must include the title of the project – should be descriptive of the work to be undertaken.

**b. Field 8. Project Narrative.**

**NOTE:** The Project Narrative shall not exceed 18 pages of written text regardless of whether it is single- or double-spaced. This total includes figures and tables. We have established this maximum 18 pages to ensure fair and equitable competition. Applicants must carefully adhere to guidance provided regarding the Project Narrative.

**All applications must include the following sections in the Project Narrative. The degree to which each section is addressed will depend on the research option chosen:**

**1. Institutional Research Plan and Statement of Inquiry:**

- Provide evidence that the proposed project is attuned to a college, departmental or tribal research plan or Land Grant strategy;
- If none exists, please provide evidence that the project’s particular focus of inquiry fits with the 1994 Institutions strategic or business plan or with that of the Tribe;
- Explain the overall goal of this research;
- Provide a statement on the hypothesis being tested, research need or question being investigated; and

- Explain the value of testing this hypothesis or investigating this question.

## **2. Research Project Design:**

- Describe the project activities and the sequence in which they will be carried out. A project timeline in a table format is encouraged;
- Discuss techniques to be employed, including the feasibility and rationale for their use in this project;
- Indicate that an adequate literature search was conducted with proper and relevant citations;
- Detail the experimental design to be employed, protocols for data collection and how data and results will be analyzed and reported;
- List the instrumentation to be used, the protocols for use and indicate the type of training employed to ensure accuracy;
- Describe plans to communicate results to stakeholders, the Reservation or Tribe and the general public; and
- Discuss any anticipated issues that might affect the success of the proposed project and how they will be addressed.

## **3. Project Personnel and Management; Adequacy of Facilities:**

- Explain the roles of key personnel as outlined in the letter of commitment. Provide evidence from resumes to demonstrate the project has sufficient expertise for success;
- Provide evidence that the support personnel are able to carry out their roles and that facilities, equipment and instrumentation are sufficient;
- If the collaborating research institutions will provide support through facilities, equipment or analyses, explain how that contribution will support project goals; and
- Provide a strategy to maintain collaboration, sustain effective communication and data sharing throughout the duration of the project.

## **4. Institution, Faculty and Student Research Capacity Enhancement:**

- Describe how the project will advance the research capacity at the 1994 Institution, build partnerships for scientific inquiry and benefit the student population.

## **5. Project Evaluation:**

A detailed project evaluation plan must be part of the application narrative. Up to 10 percent of the grant award may be used to secure a project evaluation. Evaluators may be faculty or staff from the home institution or from collaborators, provided they are experienced evaluators and not connected with the research project. The 1994 Institution may also choose to retain an independent experienced evaluator.

**Student Research Experience applications must also include an additional section in the Project Narrative:**

## 6. Student Plan:

- Articulate the research goals for the group of students in the project;
- Indicate the number of students and their current degree status;
- Address the current level of student understanding or past involvement with research;
- Describe how students will participate on the project activity – through classes, internships, stipends for extracurricular work, or other plan for involvement;
- Be clear on how the collaborative personnel understand their role in this project and that they appreciate the goals and objectives of this undertaking and are equipped to add value at the appropriate level; and
- Include plans for students to make presentations of their research at a venue of the PDs choice such as a department, institution, student conference or the annual First Americans Land-Grant Consortium (FALCON) conference.

### c. Field 9. Bibliography & Cited References - (Must be in PDF format)

Provide a complete list of all references cited in the application. **For each reference, provide the full name for each author, the year of the publication, full title of the article, name of the journal or book published, volume and the page numbers.** The references should be listed in alphabetical order by author.

#### Guidance for Literature cited:

- The narrative should give evidence that the applicant has read and considered relevant scientific literature relating to the proposed research topic.
- Applicants should not merely cite the literature, but also discuss how other researchers' ideas and insights have helped them develop their research questions and project design.
- Student applications should consider using peer reviewed journals on education.

#### **Suggested Areas for Reference Materials**

Listed below are a few suggestions for references, but be sure to expand your search to make the best case possible for your project.

National Center for Educational Statistics <http://nces.ed.gov/>

National Center for Health Statistics <http://www.cdc.gov/nchs/>

The National Institute of Health <http://www.nih.gov/>

U.S. Department of Health and Human Services, Substance Abuse & Mental Health Services Administration, Office of Applied Statistics <http://www.oas.samhsa.gov/>

National Service Center for Environmental Publications (NSCEP)  
<http://www.epa.gov/nscep/>

The Journal of Extension (JOE) <http://www.joe.org/>  
U.S. Department of Education (ERIC) <http://eric.ed.gov/>

**d. Field 10. Facilities & Other Resources - (Optional Attachment – Must be in PDF format)**

If needed, describe the types, location, and availability of instrumentation and physical facilities necessary to carry out the work proposed. **If special academic, private or government laboratories or facilities are being used, include a letter in the application from the authorized representative of the facility describing the proposed arrangements and availability.** This letter should be included as a part of Other Attachments, see Field 12 below.

**e. Field 11. Equipment Documentation - (Optional Attachment – Must be in PDF format)**

Equipment purchased (defined as property in excess of \$5,000 for each item) must be fully justified under this section. Note: Equipment, as previously defined, is normally not funded in this grant. Other purchases (e.g., computers, laboratory materials, etc.) are described, instead, in the Budget Justification section under the ‘Materials and Supplies’ line item.

**f. Field 12 Other Attachments** All attachments must be in PDF format.  
See below for additional instructions on each document.

- **Stakeholder Input Plan** - Required, Save the file as ‘Stakeholder Plan’;
- **Logic Model** - **Optional** if included, save as ‘Logic Model’;
- **Collaborative Agreement – Required**, save as ‘Collaborative Agreement’; for Non-Land-Grant Colleges of Agriculture, certification from NIFA is required;
- **Tribal Entity Letter – Required**, save as ‘Tribal Agreement Letter’;
- **Third Party Agreement – Optional**, save as ‘Third Party Agreement’;
- **IRB Approval – Required** (see below), save as ‘IRB Approval’;
- **Table of Progress – Required** - save as ‘Progress Table’;
- **Facilities Letter –** if included, save as ‘Facilities Letter’; and/or

**Stakeholder Input Plan:**

Each application must have a stakeholder input plan. The plan will describe a procedure for gathering stakeholder input regarding the focus of the planned activities and priorities of this education program. This will help guide the Project Directors as they continue to tailor activities to their stakeholder’s needs.

This report is not to exceed one page and must contain the following:

- A statement on the process used to identify individuals and group stakeholders;
- Highlights of the input these stakeholders have provided; and
- A statement of how collected input was considered and will be included in the project.

### **Collaborative Research Requirement:**

Authorizing legislation requires a research partnership for 1994 Institutions with another 1862 or 1890 Land Grant, the USDA Agricultural Research Service (ARS), a Non-Land-Grant College of Agriculture, or a Cooperating Forestry School. A cooperative agreement letter must be signed by the AR leadership from partnering institutions. *The 1994 Institution recipient is the primary Project Director (PD) and collaborating faculty may or may not be a co-PD.*

The PD will develop a cooperative agreement letter that:

- States that the collaborating partner endorses the project;
- Lists the tasks each partner will perform and a timeframe for completion;
- Describes the deliverables to be achieved by each collaborating partner and any requirements upon the 1994 in order to achieve the deliverable;
- Details the amount of funds to be transferred to the partner upon satisfactory completion of the agreed upon deliverable; and
- Contains the signature of the Project Director and Authorizing Representatives from each institution.

### **Tribal Entity Letter of Agreement:**

Required For Any Research on Tribal Lands or for any Tribal Government Participating in Research: The PD and Tribal entity will develop a letter of understanding that:

- States that the Tribal Representative with authority to approve the research understands the project and agrees to allow the research project to be conducted;
- Addresses any conditions or restrictions the Tribal Government wishes to be respected;
- Contains the signature of the authorized Tribal Representative;
- Provides Institutional Review Board (IRB) approval documentation, if required, from the 1994, 1890 or 1862 Land Grant or from the Tribe. If review is pending, provide statement about its status and who holds the IRB; and.
- If a letter will delay application past due date, the AR may provide a signed statement that a Letter of Understanding was requested and is in process.

### **Third Party Agreements and Documentation:**

Additional collaborator(s) are also allowable. Examples include, but are not limited to:

- Other colleges or universities;
- State or Tribal Governments;
- Other Tribal Colleges or Universities; and/or
- A private sector or federal organization with demonstrated scientific research capacity.

NIFA requires signed, written documentation of all partnerships relating to this grant:

- States that the sub-award recipient agrees to their role in the project;
- Lists the tasks the sub-award recipient will perform;
- Details the funds to be transferred to the sub-award recipient;
- Describes the expected deliverable(s); and

- Signed by AR of the 1994 and the authorizing official of the third party partner.

**Resubmitted Applications:**

If an application was declined in a previous peer review process, it may be resubmitted provided the application contains a document that responds to the recommendations of the peer review panel. Resubmitted applications must be received by the relevant due dates, will be evaluated in competition with other pending applications in the appropriate area to which they are assigned and will be reviewed according to the same evaluation criteria as new applications.

**Institutional Review Board (IRB) or IACUC Approval:**

If research involves human subjects or animals, IRB or IACUC approval is required. The 1994 may use its own IRB approval process, the IRB of another institution involved with the project or a tribal IRB approval. If an IRB is in process, applications can advance to the peer review panel and awarded, however, NIFA will not release funds until approval documentation is received.

**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.

**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. The budgets should adhere to the following guidelines:

**The 1994 Institution must retain at least 70 percent of the total award amount.**

<b>Project Type</b>	<b>Maximum Amount</b>	<b>Project Duration</b>
New Discovery Research	\$200,000	36 months
Capacity Building Research	\$85,000	24 months
Student Research Experience	\$60,000	24 months

**Reminders:**

- *Research budgets may not exceed the project duration time for the life of the grant.*
- *The 1994 Land Grant must provide a budget for all years of the grant and a narrative to detail expenses.*
- *Collaborating institutions must provide a budget for all years of the grant and a narrative to detail expenses.*
- *Cumulative budgets required for both 1994 and collaborating institutions.*
- *All sub-awards must have a budget and budget narrative for each year they are involved in the grant.*
- *Use this on-line tutorial to answer budget questions:*  
<http://nifa-connect.nifa.usda.gov/budget/>

No cost sharing or 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 name code **TCRGP** and the program code **ZY**  
All codes must be entered in UPPER CASE.

**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 pm Eastern Time on July 25, 2014.**  
Applications received after this deadline will normally not be considered for funding.

**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, please contact the Agency Programmatic Contact (NPL) as identified in Part VII of this 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**

Neither Education Equity nor Tribal Extension projects are supported under the TCRGP Program.

The use of grant funds to plan, acquire, or construct a building or facility is not allowed under this program. With prior approval, and in accordance with the cost principles set forth in OMB Circular No. A-21, some grant funds may be used for minor alterations, renovations, or repairs deemed necessary to retrofit existing teaching or research spaces in order to carry out a funded project. However, requests to use grant funds for such purposes must demonstrate that the alterations, renovations, or repairs are essential to achieving the major purpose of the project. Grant funds may not be used for endowment investing.

In addition, the following costs, although not all-inclusive, **are not permitted**:

- Entertainment;
- Meals (except when provided to maintain the continuity of a meeting);
- Tickets to shows or sporting events;
- Alcoholic beverages;
- Costs associated with banquets and award ceremonies; nor
- Incentives.

#### **Special Notice Regarding Indirect Costs for Grantees and Subcontractors**

Pursuant to Section 720 of the General Provisions in Title VII of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Programs (HR 112-284), indirect costs (IDC) are limited to 30 percent of the total direct funds provided under each award. Therefore, when preparing budgets, applicants should limit their requests for recovery of indirect costs to the lesser of their institution's official negotiated indirect cost rate.

All 1994 Institutions must have a valid IDC rate agreement to receive indirect costs. Applicants may obtain an IDC rate agreement from the U.S. Department Health and Human Service. In most cases, first time applicants are encouraged to check with their business office as their institution typically has an IDC rate agreement already in place.

Collaborating institutions may take indirect costs and are subject to the same limitations as the 1994 institution delineated above.

All institutions may waive all or part of their IDC.

It may take several months to obtain an indirect cost rate. Applicants are encouraged to establish these rates before submitting an application.

NIFA will withhold all funds for an award to an applicant requesting indirect costs if:

- The applicant has not negotiated an indirect cost rate and is asking for indirect costs; or
- If a grantee is in the process of negotiating an indirect cost rate; or
- If an institution's indirect cost rate has expired or will expire in the near future.

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**

**The applicant 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**

The evaluation criteria below will be used in reviewing applications submitted in response to this RFA. Each application will be evaluated in a two-part process. First, each application will be screened to ensure that it meets the administrative requirements as set forth in this RFA. Second, applications that meet these requirements will be separated into their respective research options (New Discovery, Capacity Building and Student Research Experience).

Reviewers will be selected based upon training and experience in relevant scientific, extension, or education and their knowledge of Indian Country.

The peer review panelists will then meet as a group and discuss each application within the research options and rank each application from first to last based on the evaluation criteria below. NIFA will then review the ranking for each research option and make the awards based on this recommendation and as the 2014 funding will allow.

### **B. Evaluation Criteria**

#### **New Discovery & Capacity Building Option Review Point Scale:**

<b>Criteria</b>	
<b>Research Plan and Statement of Inquiry</b>	<b>10</b>
<b>Research Project Design</b>	<b>30</b>
<b>Research Project Personnel, Management and Facilities</b>	<b>15</b>
<b>Research Capacity Enhancement</b>	<b>10</b>
<b>Project Evaluation Plan</b>	<b>15</b>
<b>Appropriateness of Budget to the Proposed Activities</b>	<b>15</b>
<b>Quality of Application and Clarity of Writing</b>	<b>5</b>

#### **1. Research Plan and Statement of Inquiry:**

- Is a research plan presented and is it appropriate to the level of research proposed?
- Is the plan integrated into a Land Grant Mission or the comparative advantage of the institution?
- Is there a hypothesis or statement of inquiry to be tested?
- Is the hypothesis or statement appropriate to the level of research proposed?
- Likelihood that the inquiry will lead to relevant or useful information?

#### **2. Research Project Design:**

- Is there evidence of appropriate scientific rigor?
- Is there a clear and complete timeline?
- Is the experimental design adequately thought out and explained?
- Is the project adequately researched with appropriate references and citations?

- Are the data collection protocols, method of analysis adequately explained?
- Does the application treat instrumentation, protocols and training to be employed?
- Is there a plan to communicate results to stakeholders, the Reservation or Tribe and the general public?
- Does the application anticipate any difficulties or barriers and provide plans to address these situations?
- If conducted as presented, does the project appear to have a likelihood of being completed and resulting in useful information?

**3. Research Project Personnel, Management and Facilities:**

- Is there evidence of a qualifying partnership?
- Is there adequate documentation of partnership as required in the RFA?
- Has the Tribal or Reservation government been consulted and have they provided a signed letter of support?

**4. Research Capacity Enhancement:**

- Is there a statement on probability of capacity enhancement at the 1994?
- Is it reasonable and likely to be achieved?

**5. Project Evaluation Plan:**

- Is there an evaluation plan and funds to support the plan?
- Is the evaluation methodology appropriate and data-based?
- Are impacts anticipated and quantitative metrics indicate?

**6. Appropriateness of Budget to the Proposed Activities:**

- Does the proposed budget support the planned activities?
- Is the budget complete, clear and free of errors?
- Are there line items that appear to be out of line with conducting the research?

**7. Quality of Application and Clarity of Writing:**

- Is the application well organized and free of errors?
- Are the required forms included, signed and complete?

**Student Research Experience Option - Review Point Scale:**

The same criteria questions will be used to guide panel reviewers as those for New Discovery and Capacity Building projects. The panel will be encouraged to use their judgment when applying them to the three different options. It is recognize that these are three different levels of research capacity and they must be reviewed accordingly.

<b>Criteria</b>	
<b>Research Plan and Statement of Inquiry</b>	<b>10</b>
<b>Research Project Design</b>	<b>15</b>
<b>Research Project Personnel, Management and Facilities</b>	<b>20</b>
<b>Research Capacity Enhancement</b>	<b>10</b>
<b>Project Evaluation Plan</b>	<b>15</b>
<b>Appropriateness of Budget to the Proposed Activities</b>	<b>15</b>
<b>Quality of Application and Clarity of Writing</b>	<b>5</b>
<b>Student Plan</b>	<b>10</b>

**1. Research Plan and Statement of Inquiry:**

- Is a research plan presented and is it appropriate to the level of research proposed?
- Is the plan integrated into a Land Grant Mission or the comparative advantage of the institution?
- Will students be introduced to the concepts of testing a hypothesis or statement of inquiry?
- Will students be introduced to the concept of ethics and research
- Will students be introduced to the relevance of culturally appropriate research and evaluation?
- Likelihood that the inquiry will lead to relevant or useful information?

**2. Research Project Design:**

- Is there evidence of appropriate scientific rigor for undergraduate research ?
- Is there a clear and complete timeline?
- Does the individual student projects show evidence of an experimental design?
- Will there be adequate project researched with appropriate references and citations?
- Are the data collection protocols, method of analysis adequately explained?
- Does the application treat instrumentation, protocols and training to be employed?
- Is there a plan to have students communicate their projects and results?

**3. Research Project Personnel and Management:**

- Is there evidence of a qualifying partnership?
- Is there adequate documentation of partnership as required in the RFA?
- Has the Tribal or Reservation government been consulted and have they provided a signed letter of support?

**4. Research Capacity Enhancement:**

- Is there a statement on probability of capacity enhancement at the 1994?
- Is it reasonable and likely to be achieved?

## **5. Project Evaluation:**

- Is there an evaluation plan and funds to support the plan?
- Is the evaluation methodology appropriate and data-based?
- Are impacts anticipated and quantitative metrics indicate?

## **6. Appropriate Budget:**

- Does the proposed budget support the planned activities?
- Is the budget complete, clear and free of errors?
- Are there line items that appear to be out of line with conducting the research?

## **7. Quality of Application:**

- Is the application well organized and free of errors?
- Are the required forms included, signed and complete?

## **8. Student Plan:**

- Does the application contain a plan to raise the level of research experience of students?
- Does the plan appear to be reasonable?
- Is there evidence that applicant (PD) has researched undergraduate research best practices?
- Is there evidence that students can be recruited and will participate ?

## **Ranking of Applications:**

Submitted applications will be ranked separately in each research option by a peer review panel in order of merit. NIFA anticipates making awards in each of the three research options. The number and amount awarded in each research option will vary according to the merit of the applications as determined by the peer review panel and will be at the discretion of NIFA. NIFA anticipates awarding all the 2014 Tribal Research funds to worthy applications. NIFA further reserves the right, under panel recommendation, to move an application from one funding option to another.

## **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 555, Reston, VA, 20191. 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).

## **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 (parts 3015 and 3019 of 7 CFR), 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:

2 CFR Part 220 – Cost Principles for Educational Institutions (OMB Circular A-21).

2 CFR Part 225 – Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87).

2 CFR Part 230 – Cost Principles for Non-profit Organizations (OMB Circular A-122).

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.

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

7 CFR Part 3015—USDA Uniform Federal Assistance Regulations, implementing OMB directives (i.e., OMB Circular Nos. A-21, A-87, and A-122, now codified at 2 CFR Parts 220, 225 and 230), and incorporating provisions of 31 U.S.C. 6301-6308 (formerly the Federal Grant and Cooperative Agreement Act of 1977, Pub. L. No. 95-224), as well as general policy requirements applicable to recipients of departmental financial assistance.

7 CFR Part 3016 – USDA Implementation of Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

7 CFR Part 3017—USDA implementation of Governmentwide Debarment and Suspension (Nonprocurement).

7 CFR Part 3018—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.

7 CFR Part 3019—USDA implementation of OMB Circular A-110, Uniform Administrative Requirements for Grants and Other Agreements With Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (2 CFR Part 215).

7 CFR Part 3021—USDA Implementation of Governmentwide Requirements for Drug-Free Workplace (Grants).

7 CFR Part 3022 —Research Institutions Conducting USDA-Funded Extramural Research; Research Misconduct.

7 CFR Part 3052—USDA implementation of OMB Circular No. A-133, Audits of States, Local Governments, and Nonprofit Organizations.

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).

#### **D. Expected Program Outputs and Reporting Requirements**

Grantees are to submit initial project information and annual and summary reports 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. Details of annual and final technical reporting requirements also are included in the award terms and conditions.

## **PART VII—AGENCY CONTACTS**

Applicants and other interested parties are encouraged to contact:

### **Programmatic Contact:**

Tim Grosser  
National Program Leader  
Institute of Youth, Family, and Community  
Division of Community Education  
**Location:** 4445 Waterfront Centre  
[Full Address and Directions](#)  
**Phone:** (202) 690-0402  
**Email:** [tgrosser@nifa.usda.gov](mailto:tgrosser@nifa.usda.gov)

### **Administrative/Business Contact:**

**Susan Bowman**  
Branch Chief, Branch I  
Office of Grants and Financial Management  
Awards Management Division  
**Location:** 2240 Waterfront Centre  
[Full Address and Directions](#)  
**Phone:** (202) 401-4324  
**Fax:** (202) 401-6271  
**Email:** [sbowman@nifa.usda.gov](mailto:sbowman@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, the awardee 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 by NIFA without additional financial support, for such additional period(s) as the ADO determines may be 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. Any extension of time shall be conditioned upon prior request by the awardee and approval in writing by the ADO, unless prescribed otherwise in the terms and conditions of award.

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 7 CFR part 3015, subpart V (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.

**Tribal Colleges Research Capacity Status Report –2014**

		Yes	No
<b>Complete this table, save as a PDF and submit with your application under field 12</b>			
<b>Have you ever received a 1994 Research Grant?</b>			
<b>Does your school have a research plan or include research as part of a strategic business plan?</b>			
<b>Have you ever received research grant money other than NIFA's 1994-targeted funding?</b>	If Yes, please provide description.		
<b>Does your institution regularly conduct experimental research?</b>	If Yes, please provide description.		
<b>Have you ever been a sub-award recipient on a research project?</b>	If Yes, please provide description.		
<b>Do you have an existing Land Grant or other research partnership?</b>	If Yes, is it in your state?		
<b>Does your institution have an internal IRB or mechanism for Getting IRB approval?</b>	If Yes, what is the IRB mechanism? ____ 1994 ____ 1862 ____ Tribal		
<b>Has your Institution published a research article in the past 3 years?</b>	Publication?		
<b>Which best describes your research capacity?</b>			
_____New                      _____ Student                      _____ Established Program			
<b>Does your college have the following laboratory instruments?</b>			
	Yes	No	Provide description if applicable
Scales/microscope/glassware/ chemical stockroom			
Other basic instruments?			
Broadband internet?			
Greenhouse?			
Active Test Plots?			
More Advanced Instrumentation: Incubator / Gas Chromatograph / Mass Spectrometer / other?			
Number of faculty participating in research projects			Number of Students Involved in Research Projects