# **Expanded Food and Nutrition Education Program**

MODIFICATIONS: 10/25/2023 – This RFA has been modified from the original announcement. Edits are indicated using track changes and red font so the public/potential applicants can identify the changes within the solicitation.

Edits appear on pages(s): 1, 2, and 15

## Fiscal Year 2024 Request for Applications

**APPLICATION DEADLINE: October 30, 2023 November 6, 2023** 



United States Department of Agriculture National Institute of Food and Agriculture

## INITIAL ANNOUNCEMENT NATIONAL INSTITUTE OF FOOD AND AGRICULTURE U.S. DEPARTMENT OF AGRICULTURE

#### **Expanded Food and Nutrition Education Program**

**Assistance Listing Number:** This program is listed in the Assistance Listings under 10.514.

**Dates:** Applications must be received by **5:00 p.m. Eastern Time on October 30, 2023 November 6, 2023.** Comments regarding this Request for Applications (RFA) are requested within six months from the issuance of this notice. Comments received after that date will be considered to the extent practicable.

Advancing Diversity, Equity, Inclusion, and Accessibility (DEIA): The National Institute of Food and Agriculture (NIFA) recognizes research, education, and extension efforts will have the greatest impacts when programs are grounded in DEIA. NIFA is committed to enhancing diversity, equity, inclusion, and accessibility of programs and encourages individuals, institutions, and organizations from underserved communities to apply to funding opportunities as lead, co-lead, or subaward recipient(s), and to engage as leaders in the peer panel review process to support the development of strong networks and collaborations. NIFA encourages applications that engage diverse communities and have broad impacts through research, education, extension, and integrated activities to address current and future challenges.

Stakeholder Input: NIFA seeks comments on all RFAs. NIFA considers comments to the extent possible when developing RFAs and uses comments to help 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)). Applicants may submit written comments by the deadline set forth in the Dates portion of this notice to Policy@usda.gov. Please use the following subject line: EFNEP RFA.

#### **Executive Summary**

NIFA requests applications for the Expanded Food and Nutrition Education Program (EFNEP) for fiscal year (FY) 2024 to assist all states, U.S. territories, and the District of Columbia in carrying out programs of extension activities designed to employ and train professional and paraprofessional aides to engage in direct nutrition education of low-income families and in other appropriate nutrition education programs.

This RFA is being released prior to the enactment of a FY 2024 Appropriations Act. Subject to any FY 2024 Continuing Resolution, NIFA will distribute funds to the institutions according to the amounts allocated in FY 2023. NIFA will adjust the allocations for FY 2024 once appropriations are finalized. The amount available for support of this program in FY 2023 was \$69,400,680. Appendix A of this RFA includes specific FY 2023 distributions. NIFA will issue FY 2024 payments subject to the availability of funds and the applicant having met the previous year's reporting requirements. Part III, B of this RFA identifies if matching is a requirement and, if so, applicants should pay particular attention to the matching instructions included in this RFA.

This notice identifies the objectives for the EFNEP projects/programs, the eligibility criteria for projects/programs and applicants, and the application forms and associated instructions.

The USDA NIFA home page for EFNEP is: <a href="https://www.nifa.usda.gov/grants/programs/expanded-food-nutrition-education-program-efnep">https://www.nifa.usda.gov/grants/programs/expanded-food-nutrition-education-program-efnep</a>

#### 2024 Updates

- 1. The <u>Digital Accountability and Transparency Act of 2014. P.L. 113-101</u> (DATA Act) was signed into law May 9, 2014. The Act requires federal award information be made available for public view on <u>USAspending.gov</u>. The requirements within the Project/Performance Site Location (s) and Project Abstract forms, OMB Number 4040-0010, have been updated to provide clarity on information needed for data integrity. Additional information regarding this Act can be found at <u>Data Act Resources for Web</u>.
- 2. Felony Convictions or Tax Delinquent Status this mandatory information must be appropriately answered within the "Representations and Certifications" section of the SAM.gov registration. Signed PDF forms are no longer acceptable.

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#### PART I—FUNDING OPPORTUNITY DESCRIPTION

#### A. Legislative Authority and Background

Section 3(d) of the Smith-Lever Act provides that the Secretary of Agriculture may fund extension work in the several states, territories, and possessions. Section 1425 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (as amended) is also known as the Expanded Food and Nutrition Education Program (EFNEP). Section 1425 is codified at 7 U.S.C. 3175. This law provides the basis for federal funding for extension activities associated with disseminating the results of food and nutrition research performed or funded by the U.S. Department of Agriculture to enable low-income individuals and families to engage in nutritionally sound food purchase and preparation practices. Funding extends to EFNEP at State land-grant colleges established under the Morrill Act of July 2, 1862, as amended, and the Morrill Act of August 30, 1890, as amended, including Tuskegee University, West Virginia State University and Central State University.

Section 7116 of the Food, Conservation, and Energy Act of 2008 (FCEA) amended Section 1425 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (<u>7 U.S.C.</u> 3175) to accomplish the following:

Notwithstanding section 3(d) of the Smith-Lever Act of May 8, 1914 (7 U.S.C. 343(d)) for administration, technical, and other services for coordinating the extension work of the Department and the several states, territories, and possessions the remainder shall be allocated among the states as follows:

- 1. 1862 Institutions shall receive a base in an amount equaling their FY 1981 allocation.
- 2. Four percent shall be available for administrative expenses.
- 3. \$100,000 will be distributed to each 1862 and 1890 Land-Grant Institution including the University of the District of Columbia.
- 4. 15 percent of funds appropriated for EFNEP in excess of funds appropriated in FY 2007 will be allocated to the 1890 Institutions in an amount that bearing the same ratio to the population living at or below 125 percent of the poverty level (as prescribed by the Office of Management and Budget and as adjusted pursuant to section 673(2) of the Community Services Block Grant Act (42 U.S.C. 9902(2)) in the State where the 1890 Institution is located; bears to the total population living at or below 125 percent of the poverty level in all states where 1890 Institutions are located; as determined by the most recent American Community Survey at the time when the appropriated amount first exceeds levels appropriated for EFNEP in FY 2007.
- 5. The remainder will be allocated to each State in an amount that bears the same ratio to the total amount allocated as the population living at or below 125 percent of the poverty level in the State; bears to the total population living at or below 125 percent of poverty level in all States as determined by the most recent decennial census at the time at which each such additional amount is first appropriated.

#### **B.** Purpose

The purpose of this funding is to increase the impact of nutrition education disseminated to low-income families and youth in the 50 states, the U.S. territories, and the District of Columbia.

EFNEP should constitute the employment and training of professional and paraprofessional (peer educator) staff to engage in direct nutrition education and other appropriate nutrition education efforts, such as supporting technology, with low-income families and youth. To the maximum extent practicable, peer educators shall be hired from the "indigenous target population<sup>1</sup>."

EFNEP serves two primary low-income audiences: 1) families with young children (parents and other caregivers with primary responsibility for feeding young children); and 2) youth/children (grade range - kindergarten through 12th grade). Young adults with limited financial resources would also be appropriate for EFNEP, as they may become parents in the near future.

The priorities of EFNEP are to assist low-income families and youth in acquiring knowledge, skills, attitudes, and changed behaviors necessary for nutritionally sound diets and to contribute to their personal development and improvement of the total family diet and nutritional well-being. Participation in EFNEP should result in improved diets and nutritional well-being of the total family.

- 1. Individuals and families should experience improvements in four core areas:
  - a. Diet Quality and Physical Activity—Improved diets and nutritional and physical well-being through the adoption of federal food and physical activity recommendations.
  - b. Food Resource Management—Increased ability to buy, grow, or otherwise appropriately obtain, prepare, and store food that meets nutritional needs.
  - c. Food Safety—Improved household food safety and sanitation practices.
  - d. Food Security—Increased ability to get food directly—and from food assistance programs where necessary—to ensure having enough healthy food to eat.
- 2. Community involvement with EFNEP should result in:
  - a. Increased referrals across programs, organizations, and community groups to address participants' needs and to strengthen universities' capacity with respect to EFNEP's four core areas.
  - b. Increased coordination, cooperation, and collaboration between universities and communities to accomplish local and state identified priorities associated with EFNEP's four core areas.

EFNEP aligns with the following:

USDA Strategic Plan FY 2022-2026 found at (https://www.usda.gov/sites/default/files/documents/usda-fy-2022-2026-strategic-plan.pdf)

Strategic Goal 4: Provide All Americans Safe, Nutritious Food

Objective 4.1 Increase Food Security Through Assistance and Access to Nutritious and Affordable Food

<sup>&</sup>lt;sup>1</sup> The Agriculture and Food Act 1981-Nutrition Education Program, Sec. 1423. Section 1425 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (7 U.S.C. 3175), available - National Agricultural Research, Extension and Teaching Policy Act of 1977.

#### PART II—AWARD INFORMATION

#### A. Available Funding

This RFA is being released prior to the enactment of a FY 2024 Appropriations Act. Subject to any FY 2024 Continuing Resolution NIFA will distribute funds to the institutions according to the amounts allocated in FY 2023. NIFA will adjust the allocations for FY 2024 once appropriations are finalized. The amount available for support of this program in FY 2023 was \$69,400,680.

The <u>Automated Standard Applications for Payment System (ASAP)</u> operated by the Department of Treasury's Bureau of the Fiscal Service, will be the payment system for all NIFA grant awards. Questions or concerns regarding the ASAP system and its functionality or use should be sent to <u>ASAPCustomerService@usda.gov</u> for the quickest resolution.

#### **B.** Type of Application

Applications for FY 2024 are limited to "new" applications.

#### C. Responsible and Ethical Conduct of Research

Refer to Part IV of the NIFA Grants Application Guide for more information.

#### PART III—ELIGIBILITY INFORMATION

#### A. Eligible Applicants

The following list of Institutions are eligible for the EFNEP program. Award recipients may subcontract to organizations not eligible to apply provided the subcontracts 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 have been reviewed, will preclude NIFA from making an award.

- 1. Alabama A & M University
- 2. Alcorn State University
- 3. American Samoa Community College
- 4. Auburn University
- 5. Central State University
- 6. Clemson University
- 7. College of Micronesia
- 8. Colorado State University
- 9. Cornell University
- 10. Delaware State University
- 11. Florida A & M University
- 12. Fort Valley State University
- 13. Iowa State University
- 14. Kansas State University
- 15. Kentucky State University
- 16. Langston University
- 17. Lincoln University
- 18. Louisiana State University
- 19. Michigan State University
- 20. Mississippi State University
- 21. Montana State University
- 22. New Mexico State University
- 23. North Carolina A & T University
- 24. North Carolina State University
- 25. North Dakota State University
- 26. Northern Marianas College
- 27. Ohio State University
- 28. Oklahoma State University
- 29. Oregon State University
- 30. Pennsylvania State University
- 31. Prairie View A & M University
- 32. Purdue University
- 33. Rutgers University
- 34. Southern University
- 35. South Carolina State University
- 36. South Dakota State University
- 37. Tennessee State University

- 38. Texas A&M University
- 39. Tuskegee University
- 40. University of Alaska
- 41. University of Arizona
- 42. University of Arkansas
- 43. University of Arkansas Pine Bluff
- 44. University of California
- 45. University of Connecticut
- 46. University of Delaware
- 47. University of the District of Columbia
- 48. University of Florida
- 49. University of Georgia
- 50. University of Guam
- 51. University of Hawaii
- 52. University of Idaho
- 53. University of Illinois
- 54. University of Kentucky
- 55. University of Maine
- 56. University of Maryland (College Park)
- 57. University of Maryland (Eastern Shore)
- 58. University of Massachusetts
- 59. University of Minnesota
- 60. University of Missouri
- 61. University of Nebraska
- 62. University of Nevada
- 63. University of New Hampshire
- 64. University of Puerto Rico
- 65. University of Rhode Island
- 66. University of Tennessee
- 67. University of Vermont
- 68. University of the Virgin Islands
- 69. Utah State University
- 70. Virginia Polytechnic Institute and State University
- 71. Virginia State University
- 72. Washington State University
- 73. West Virginia University
- 74. West Virginia State University
- 75. University of Wisconsin
- 76. University of Wyoming

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

No Match Required – The EFNEP program has NO matching requirement.

#### PART IV—APPLICATION AND SUBMISSION INFORMATION

#### A. Method of Application

Applicants must apply to this RFA electronically; no other method or response is accepted. The electronic application for this RFA and additional resources are available on <u>Grants.gov</u> and <u>Grants 101</u>. The tables below provide instructions on how to obtain an electronic application.

The <u>NIFA Grants Application Guide</u> contains necessary, detailed information to prepare and submit Grant applications to NIFA through Grants.gov and is contained within the specific funding opportunity package. When applying for a NIFA award, it is important to reference the version of the guide that is included in the specific funding opportunity application package.

1. Steps to Obtain Application Materials

| Steps  | Action  |  |
|--|---|--|
| Step One: Register   | New Users to Grants.gov must register early with Grants.gov prior to submitting an application (Register Here). |  |
| Step Two: Download and Install Adobe Reader (see Adobe Software Compatib                           |   |  |
| <b>Download Adobe</b>  | for basic system requirements).   |  |
| <b>Step Three: Find</b>  | Using this funding opportunity number USDA-NIFA-10514-  |  |
| Application  | EFNEPXXX-24-0001, search for application here: Opportunity Package.   |  |
| <b>Step Four: Assess</b> Contact an AR prior to starting an application to assess the organization |   |  |
| Readiness  | readiness to submit an electronic application.  |  |

2. Help and Resources

| 2. Help and Resources                      |  |  |  |
|--|--|--|--|
| <b>Grants.gov Support</b>                  | NIFA Support   |  |  |
| Grants.gov Online Support                  | Email: grantapplicationquestions@usda.gov                |  |  |
| Telephone support: 800-518-4726 Toll-      |  |  |  |
| Free or 606-545-5035                       | Key Information: Business hours: Monday thru             |  |  |
| Email support: support@grants.gov          | Friday, 7a.m. – 5p.m. ET, except <u>federal holidays</u> |  |  |
| Self-service customer-based support:       |  |  |  |
| Grants.gov iPortal                         |  |  |  |
| Key Information: Customer service          |  |  |  |
| business Hours 24/7, except <u>federal</u> |  |  |  |
| holidays.                                  |  |  |  |

#### B. Content and Form of Application Submission

The NIFA Grants Application Guide is part of the corresponding application package for this RFA. The RFA overrides the NIFA Grants Application Guide if there is a discrepancy between the two documents. Applicants that do not meet the application requirements to include partial applications risk being excluded from NIFA's review. NIFA will assign a proposal number to all applications that meet the requirements of this RFA. Applicants must refer to the proposal number when corresponding with NIFA.

#### Each grant application must contain the following:

1. Application for Federal Assistance, Form SF-424 R&R Cover Sheet

- 2. Project/Performance Site Location(s) Form
- 3. Project Abstract Form (include attachment in PDF)
- 4. Key Contacts Forms
- 5. NIFA Supplemental Information Form
- 6. Attachment Form (including attachments in PDF)

The <u>NIFA Grants Application Guide</u> includes instructions for additional forms not needed for an application in response to this RFA. Complete and submit only the forms associated with this funding opportunity package and as instructed below.

3. Key Application Instructions

| Instruction  | References<br>(All references are to the <u>NIFA Grants</u><br><u>Application Guide</u> ) |
|--|---|
| Attachments must be in a portable document format (PDF) format.  | Part IV   |
| Check the manifest of submitted files to verify attachments are in the correct format.   | Part IV   |
| Conduct an administrative review of the application before submission.   | Part IV   |
| Follow the submission instructions.  | Part IV   |
| Provide an accurate email address, where designated, on the SF-424 R&R.  | Part V  |
| Contact the <u>Grants.gov</u> helpdesk for technical support and keep a record of the correspondence.                                    | N/A   |
| Contact NIFA if applicant does not receive correspondence from NIFA regarding an application within 30 days of the application deadline. | N/A   |

#### 1. SF 424 R&R Cover Sheet

Information related to the fields within this form are available in Part V of the NIFA Grants Application Guide. The following are additional instructions. The information NIFA has included in Appendix A is based on FY 2023 applications received for this program. If your organization intends to apply using information other than what appears in Appendix A, please contact us at <a href="mailto:capacitygrantquestions@usda.gov">capacitygrantquestions@usda.gov</a> or <a href="mailto:1890@usda.gov">1890@usda.gov</a> (whichever one is applicable) prior to submitting your application

- **a.** Field 11. Descriptive Title of Applicant's Project-Limit title 200 characters including spaces. Do not use acronyms or special characters.
- **b.** Field 15. Estimated Project Funding For item a, enter your institution's FY 2023 allocation as listed in Appendix A of this RFA.

c. Field 19. Authorized Representative – Signature of Authorized Representative in this box shall match information completed within this section. If signature is a designee or other party, a letter on university letterhead designating this signature authority shall be included with the submission as part of the attachments within the Attachment Form. The application may be returned if this document is missing.

#### 2. Project/Performance Site Location(s) Form

Information related to the requirements on this form is available in Part V of the <u>NIFA Grants</u> Application Guide.

#### 3. Project Abstract Form

The Project Abstract information is important to Data Act requirements for tracking federal spending more effectively with agency programs. The abstract submitted should follow these requirements:

- **a.** Should be one continuous paragraph (no hard returns and no bullet points)
- **b.** Should be 4,000 characters or less (including spaces, dashes, etc.)
- **c.** Only the following characters should be used within the abstract if necessary:

- **d.** Abstract information should include the following items to describe the work:
  - i. A plain language description of the purpose of the federal award.
  - ii. Activities to be performed with the funds from the award.
  - iii. Deliverables and expected outcomes from the activities.
  - iv. Intended beneficiaries of the activities.
  - v. Any subrecipient activities if known/specified at the time of the award.
- **e. Remember**, whatever information is provided in this abstract will be displayed to the public via the <u>USA Spending</u> website. Therefore, do not include any proprietary or confidential information.

#### 4. Key Contacts Form

Information related to the requirements of this form is available in Part V of the <u>NIFA Grants Application Guide</u>. The following are additional instructions. The Project Role field of the Key Contact form must contain the exact roles indicated below for each contact listed. Enter the Contact's official job title in the "title" field of the form. Do not enter an official job title in the Project Role field.

- a. Contact 1 Project Role "State Extension Director" or "1890 Administrator": Enter the contact information for the representative assigned as the State Extension Director or 1890 Administrator.
- **b.** Contact 2 Project Role "State EFNEP Coordinator": Enter the contact information for the representative assigned as the State EFNEP Coordinator who has direct oversight of the program.
- c. Contact 3 Project Role "Business Office Manager/Administrator": Enter the contact information for the representative assigned as the Business Office Manager/Administrator.

**d.** Contact 4 Project Role "ASAP Draw Administrator": Enter the contact information for the representative assigned to process the ASAP grant award withdrawals.

#### 5. Supplemental Information Form

Information related to the requirements of this form is available in Part V of the <u>NIFA Grants Application Guide</u>. The following are additional instructions.

- **a.** Field 1. Funding Opportunity Name enter in this field "Expanded Food and Nutrition Education Program."
- **b.** Field 2. Program to which you are applying enter this information into the fields within this section:
  - i. Program Code Name Expanded Food and Nutrition Education Program
  - ii. Program Code EFNEP
- **c. Field 3. Type of Applicant** Enter the Institution type as registered in SAM.gov.
- **d.** Field 6. ASAP Recipient Information Check "Yes" and enter in the Institution ASAP Recipient ID corresponding with the Institution receiving the award.
- e. Field 8. Conflict of Interest List -Do <u>not</u> attach a conflict-of-interest list, leave this section blank.

#### 6. Attachment Form

Information related to the requirements on this form is available in Part V of the <u>NIFA Grants</u> <u>Application Guide</u>. The following are additional instructions.

#### C. Submission Dates and Times

Instructions for submitting an application are included in Part IV of the <u>NIFA Grants Application</u> Guide.

Applications must be received by Grants.gov by 5:00 p.m. Eastern Time on October 30, 2023 November 6, 2023. Applications received after this deadline will normally not be considered for funding.

In case of trouble submitting an application to Grants.gov, you should FIRST contact the <u>Grants.gov Help Desk</u> to resolve any problems. Keep a record of any such correspondence. See <u>Part IV</u>, A of this RFA for Grants.gov contact information.

You may check the status of your application in the <u>ezFedGrants</u> portal or by looking in <u>Grants.gov.</u>

If you are not able to validate NIFA received your application by **November 13 20, 2023**, contact the Agency Administrative Contact identified in <u>Part VII</u> of this RFA. Failure to do so may result in the application not being processed and funding being held. You should cite your <u>Grants.gov</u> tracking number on all inquiries until an award number is assigned.

#### **D. Funding Restrictions**

#### 1. Use of Funds Limitation

No portion of the funds allocated under this grant will be applied, directly, or indirectly, to the purchase, erection, preservation, or repair of any building or buildings, or the purchase or rental of land, or in college course teaching, lectures in college, or any other purpose not specified in the program legislation.

#### 2. Approved NIFA EFNEP Projects/Programs

EFNEP federal funding must be used on NIFA approved EFNEP projects/programs.

#### 3. Indirect Costs and Tuition Remission

In accordance with section 1473 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (7 U.S.C. 3319), indirect costs and tuition remission are unallowable as EFNEP capacity grant expenditures. Further, 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.

#### 4. Carryover of Funds

EFNEP extension funds are expected to be fully expended in the fiscal year of appropriation; however, up to 100 percent of funds may be carried over for up to four years after the end of the year for which they were appropriated. No prior approval is required.

#### **E. Other Submission Requirements**

Unique Entity Identifier (UEI) and System for Award Management (SAM) – each applicant (unless excepted under 2 CFR 25.110(b) or (c), or has an exception approved by the federal awarding agency under 2 CFR 25.110(d)) is required to:

- 1. be registered in SAM before submitting an application.
- 2. provide a valid UEI number in its application; and
- 3. continue to always maintain an active SAM registration with current information at all times during which the applicant has an active federal award, an application, or plan under consideration by a federal awarding agency.

If you have not complied with all applicable UEI and SAM requirements, you may be considered unqualified to receive an award.

Your SAM registration information determines your organization ID in the <u>ezFed Grants</u> system, and the information must match your ASAP recipient UEI and EIN.

#### PART V—APPLICATION REVIEW REQUIREMENTS

#### A. General

NIFA will review submitted documents to determine if all program, financial, and administrative requirements are met and are current. Missing or incomplete information within an application may require additional submittals and deletion of application(s) already submitted.

#### **B.** Organizational Management Information

Specific applicant organizational management information shall be submitted on a one-time basis, with updates submitted as needed. If this information has not been submitted under this or another NIFA program, it is the responsibility of the organization to do so for determination of eligibility prior to the award of a grant identified under this RFA.

NIFA will provide the forms to fulfill these requirements as part of the Pre-Award process. Although an applicant may be eligible, 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 an applicant is not responsible based on submitted or discovered 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 eligible applicants.

#### **B.** Award Notice

The notice of federal award is the authorizing document. The award document will provide pertinent instructions and information as described in <u>2 CFR 200.211</u> (see <u>NIFA's Terms and Conditions</u>). Awardees should ensure that a copy of the Notice of Award, as well as all future amendments, are retained within their institutional systems.

#### 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 may include, but are not limited to, those listed at <u>USDA/NIFA Federal Regulations</u>. Unless specifically noted by statue or award-specific requirements, <u>NIFA Federal Assistance Policy Guide</u> applies to all NIFA awards.

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

Institutions receiving EFNEP funding from NIFA, are required to submit the following reports:

- 1. 5-year Plans or Annual Updates (depending on cycle)
- 2. Preliminary Budget Costs with Justification
- 3. Final Budget Costs with Justification
- 4. WebNEERS End of Year Data
- 5. Federal Financial Reports (SF-425)

Using the Web-based Nutrition Education Evaluation and Reporting System (WebNEERS), the 5-Year Plans or Annual Updates (depending on the cycle) and Preliminary Budget Costs with Justification are due July 1, 2024, for FY 2025. The majority, 51 percent or more, of the total annual Federal appropriation to each institution is to be used for paraprofessional personnel and their support costs. Budget estimates will be based on FY 2024 university allocation amounts. These reports must be approved for first quarter, and subsequent, for funds to be released.

Using WebNEERS, the Final Budget Costs with Justification, based on the final allocation amounts for FY 2024 are due 45 days after the final allocations are published. The majority, 51 percent or more, of the total annual Federal appropriation to each institution is to be used for paraprofessional personnel and their support costs. The actual due date will be announced over the EFNEP listservs. This report must be approved for quarterly payments to be released. Which specific quarter that may be held is contingent on the publication date of the final allocation amounts.

Using WebNEERS, the institution's evaluation data for the previous fiscal year (FY 2022) is due November 1, 2023. This data submission must be approved for second quarter, and subsequent, payments to be released.

Instructions for submitting reporting requirements through WebNEERS are available on the EFNEP Reporting Requirements Webpage – <u>WebNEERS</u>. If you need information about or access to WebNEERS, contact your university's EFNEP Coordinator. All program-specific reporting requirements must be received and approved by NIFA program staff before funds can be released.

Federal Financial Report (SF-425) – Federal Financial reporting via the SF-425, is due within the ezFedGrants portal, at minimum on an annual basis. Please see your Notice of Award for information on additional required SF-425's that may be required throughout the life of the award. Information on how to access the ezFedGrants portal can be found on the ezFed Grants (eFG) Grants and Agreements System Overview page.

Program Coordinators, or their designees, are required to: 1) fully participate in the National EFNEP conference held annually in the DC area unless a virtual conference becomes a necessity; 2) actively participate in all webinar and other trainings as required by the Federal Office; and 3) read and respond (if requested) in a timely manner to messages sent by the Federal Office to Program Coordinators/their designees either directly or via the National EFNEP listservs.

Section 4019 of the Agriculture Improvement Act of 2018 (<u>Pub.L.115-334</u>) requires the Administrator of the Food and Nutrition Service, in consultation with the Director of NIFA, to annually submit a report to Congress on the level of coordination between the nutrition education and obesity prevention program (a.k.a. Supplemental Nutrition Assistance Program – Education, (SNAP-Ed)), EFNEP, and any other nutrition education program administered by the Department of Agriculture.

See the <u>USDA NIFA home page for EFNEP</u> for additional details of reporting requirements.

#### PART VII—AGENCY CONTACT

For questions regarding EFNEP projects/program, please contact:

Dr. Helen Chipman, National Program Leader Institutes of Food Safety and Nutrition, Nutrition Division National Institute of Food and Agriculture U.S. Department of Agriculture Telephone: (202) 701-3524

Email: Helen.Chipman@usda.gov

Dr. Carinthia Cherry, National Program Leader Institutes of Food Safety and Nutrition, Nutrition Division National Institute of Food and Agriculture U.S. Department of Agriculture

Email: Carinthia.Cherry@usda.gov

For general application questions contact us at <a href="mailto:Grantapplicationquestions@usda.gov">Grantapplicationquestions@usda.gov</a>

#### APPENDIX A

#### UNITED STATES DEPARTMENT OF AGRICULTURE

### National Institute of Food and Agriculture

FY 2023 Distribution of Expanded Food Nutrition Education Program (EFNEP) Funding Authorized Under the Smith-Lever Act, Section 3(d)

| Appendix A – | Final | Ĺ |
|--------------|-------|---|
|--------------|-------|---|

| Recipient Name   | <b>UEI Number</b> | State | Allocation |
|--|-------------------|-------|------------|
| UNIVERSITY OF<br>ALASKA FAIRBANKS<br>GRANTS &<br>CONTRACTS   | FDLEQSJ8FF63      | AK    | \$ 267,212 |
| TUSKEGEE<br>UNIVERSITY   | U9JCYEXFEEU4      | AL    | 118,180    |
| AUBURN UNIVERSITY  | DMQNDJDHTDG4      | AL    | 2,013,942  |
| ALABAMA A & M<br>UNIVERSITY  | JDVGS67MSLH7      | AL    | 118,180    |
| UNIVERSITY OF<br>ARKANSAS SYSTEM<br>DIVISION OF<br>AGRICULTURE OF<br>THE UNIVERSITY OF<br>ARKANSAS | UJ4DL1HJNZ18      | AR    | 1,317,679  |
| UNIVERSITY OF<br>ARKANSAS SYSTEM<br>HISTORIC BLACK<br>COLLEGE<br>UNIVERSITY                        | GS4HPMAP57Q5      | AR    | 122,764    |
| AMERICAN SAMOA<br>COMMUNITY<br>COLLEGE   | N1Z3DCLYKZR9      | AS    | 104,499    |
| UNIVERSITY OF<br>ARIZONA   | FYVHW7FANDT3      | AZ    | 758,147    |
| REGENTS OF THE UNIVERSITY OF CALIFORNIA, THE DIVISION OF AGRICULTURE AND NATURAL RESOURCES         | DJA9TB2ULCT1      | CA    | 3,779,223  |
| COLORADO STATE<br>UNIVERSITY<br>PRESIDENT'S OFFICE<br>AT COLORADO STATE<br>UNIVERSITY              | GFHUZQ7HRGZ7      | СО    | 682,694    |
| UNIVERSITY OF<br>CONNECTICUT<br>OFFICE SPONSORED<br>PROGRAMS                                       | WNTPS995QBM7      | СТ    | 555,945    |
| UNIVERSITY OF THE<br>DISTRICT OF<br>COLUMBIA U D C   | VG8UFZCKCH79      | DC    | 115,238    |

| Recipient Name                        | <b>UEI Number</b>  | State | Allocation |
|---------------------------------------|--------------------|-------|------------|
| UNIVERSITY OF                         | T72NHKM259N3       | DE    | 315,638    |
| DELAWARE<br>DELAWARE STATE            | D770DMO47WV2       | DE    | 105.052    |
| DELAWARE STATE<br>UNIVERSITY          | RZZ8BMQ47KX3       | DE    | 105,052    |
| UNIVERSITY OF                         | NNFQH1JAPEP3       | FL    | 2,371,328  |
| FLORIDA DIVISION                      | (                  |       | _,_ ,_ ,   |
| OF SPONSORED                          |                    |       |            |
| RESEARCH                              | WOLKDICINAKE       | DI    | 226.260    |
| FLORIDA A&M<br>UNIVERSITY             | W8LKB16HV1K5       | FL    | 236,260    |
| UNIVERSITY OF                         | Q2LKTLYJM4P8       | GA    | 2,285,227  |
| GEORGIA                               |                    |       | , ,        |
| SPONSORED                             |                    |       |            |
| PROJECTS                              |                    |       |            |
| ADMINISTRATION FORT VALLEY STATE      | LVDJS9UYPLD4       | GA    | 170,139    |
| UNIVERSITY                            | E V Busy & TT EB V | G/1   | 170,137    |
| UNIVERSITY OF                         | YL62T9FVJXG3       | GU    | 105,542    |
| GUAM                                  | CHOCODENHUE        | 777   | 251.001    |
| UNIVERSITY OF<br>HAWAII SYSTEMS       | GJJ9S9R7NJU7       | HI    | 351,991    |
| COLLEGE OF                            |                    |       |            |
| TROPICAL                              |                    |       |            |
| AGRICULTURE &                         |                    |       |            |
| HUMAN RESOURCES                       | DODD MTECIDOS      | IA    | 074 (07    |
| IOWA STATE<br>UNIVERSITY OF           | DQDBM7FGJPC5       | IA    | 974,687    |
| SCIENCE AND                           |                    |       |            |
| TECHNOLOGY IOWA                       |                    |       |            |
| STATE UNIVERSITY                      |                    | TD.   | 205.055    |
| REGENTS OF THE<br>UNIVERSITY OF       | QWYKRJH5NNJ3       | ID    | 395,975    |
| IDAHO UNIVERSITY                      |                    |       |            |
| OF IDAHO                              |                    |       |            |
| UNIVERSITY OF                         | Y8CWNJRCNN91       | IL    | 2,238,854  |
| ILLINOIS BOARD OF                     |                    |       |            |
| TRUSTEES OF THE UNIVERSITY OF         |                    |       |            |
| ILLINOIS, THE                         |                    |       |            |
| PURDUE UNIVERSITY                     | YRXVL4JYCEF5       | IN    | 1,319,039  |
| KANSAS STATE                          | CFMMM5JM7HJ9       | KS    | \$ 776,659 |
| UNIVERSITY PRE-                       |                    |       |            |
| AWARDS SERVICES KENTUCKY STATE        | HT6FA2BL8JG7       | KY    | 133,702    |
| UNIVERSITY                            | H10FA2BL6JQ/       | K I   | 155,/02    |
| UNIVERSITY OF                         | QUKNKLZ4N889       | KY    | 1,717,018  |
| KENTUCKY                              |                    |       |            |
| LOUISIANA STATE                       | UF3LV6W2W6K9       | LA    | 1,912,789  |
| UNIVERSITY LSU<br>AGRICULTURAL        |                    |       |            |
| CENTER                                |                    |       |            |
| · · · · · · · · · · · · · · · · · · · | 1                  |       | 1          |

| Recipient Name   | <b>UEI Number</b> | State | Allocation |
|--|-------------------|-------|------------|
| SOUTHERN UNIVERSITY AGRICULTURAL & MECHANICAL COLLEGE SOUTHERN UNIVERSITY AGRICULTURAL RESEARCH AND EXTENSION CENTER | DNVMJM76ZCF3      | LA    | 139,048    |
| UNIVERSITY OF MASSACHUSETTS OFFICE OF GRANT & CONTRACT ADMINISTRATION  | VGJHK59NMPK9      | MA    | 1,066,210  |
| UNIVERSITY OF<br>MARYLAND COLLEGE<br>OF AGRICULTURE<br>AND NATURAL<br>RESOURCES                                      | G2XMPKNUYNG4      | MD    | 937,192    |
| UNIVERSITY OF<br>MARYLAND EASTERN<br>SHORE UMES  | LNUBJQ26R2M5      | MD    | 125,011    |
| UNIVERSITY OF<br>MAINE SYSTEM<br>RESEARCH &<br>SPONSORED<br>PROGRAM  | PB3AJE5ZEJ59      | ME    | 503,722    |
| MICHIGAN STATE<br>UNIVERSITY   | R28EKN92ZTZ9      | MI    | 1,912,811  |
| REGENTS OF THE<br>UNIVERSITY OF<br>MINNESOTA OFFICE<br>SPONSORED<br>PROJECTS<br>ADMINISTRATION                       | KABJZBBJ4B54      | MN    | 1,079,782  |
| UNIVERSITY OF MISSOURI SYSTEM CURATORS OF THE UNIVERSITY OF MISSOURI   | SZPJL5ZRCLF4      | МО    | 1,624,777  |
| LINCOLN<br>UNIVERSITY  | JJLJP4TQ9HM7      | МО    | 137,510    |
| NORTHERN<br>MARIANAS COLLEGE   | D9H8LRADZSL3      | MP    | 103,981    |
| MISSISSIPPI STATE<br>UNIVERSITY  | NTXJM52SHKS7      | MS    | 1,739,040  |
| ALCORN STATE UNIVERSITY EDUCATIONAL BUILDING CORPORATION, THE  | JBCNNCHJVYC8      | MS    | 126,523    |

| Recipient Name   | <b>UEI Number</b> | State | Allocation  |
|--|-------------------|-------|-------------|
| MONTANA STATE UNIVERSITY, INC MONT ST UNIV/GRANTS & CONTRACT   | EJ3UF7TK8RT5      | MT    | 388,374     |
| NORTH CAROLINA<br>STATE UNIVERSITY   | U3NVH931QJJ3      | NC    | 2,625,111   |
| NORTH CAROLINA<br>AGRICULTURAL AND<br>TECHNICAL STATE<br>UNIVERSITY                                    | SKH5GMBR9GL3      | NC    | 168,768     |
| NORTH DAKOTA<br>STATE UNIVERSITY   | EZ4WPGRE1RD5      | ND    | 424,173     |
| BOARD OF REGENTS<br>OF THE<br>UNIVERSITYOF<br>NEBRASKA<br>UNIVERSITY OF<br>NEBRASKA                    | HTQ6K6NJFHA6      | NE    | 618,734     |
| UNIVERSITY SYSTEM OF NEW HAMPSHIRE UNH COOPERATIVE EXTENSION   | GBNGC495XA67      | NH    | 328,820     |
| RUTGERS, THE STATE<br>UNIVERSITY OF NEW<br>JERSEY RUTGERS,<br>THE STATE<br>UNIVERSITY OF NEW<br>JERSEY | N1SLEML7PBF9      | NJ    | 1,182,168   |
| NEW MEXICO STATE<br>UNIVERSITY OFFICE<br>OF SPONSORED<br>PROGRAMS                                      | J3M5GZAT8N85      | NM    | 614,362     |
| NEVADA SYSTEM OF<br>HIGHER EDUCATION<br>UNIVERSITY OF<br>NEVADA, RENO                                  | WLDGTNCFFJZ3      | NV    | 314,533     |
| CORNELL<br>UNIVERSITY OFFICE<br>OF SPONSORED<br>PROGRAMS   | G56PUALJ3KT5      | NY    | 3,511,962   |
| COOPERATIVE STATE<br>RESEARCH,<br>EDUCATION, AND<br>EXTENSION SERVICE,<br>THE O S U EXTENSION          | LYPZN4ELGP88      | ОН    | 2,311,076   |
| CENTRAL STATE<br>UNIVERSITY  | UZUVJXMDNZY6      | ОН    | 172,670     |
| OKLAHOMA STATE<br>UNIVERSITY   | NNYDFK5FTSX9      | OK    | \$1,138,507 |
| LANGSTON<br>UNIVERSITY   | NSNLFLXEDEJ8      | OK    | 128,149     |
| OREGON STATE<br>UNIVERSITY   | MZ4DYXE1SL98      | OR    | 618,745     |

| Recipient Name                     | <b>UEI Number</b>                | State | Allocation |
|------------------------------------|----------------------------------|-------|------------|
| PENNSYLVANIA                       | NPM2J7MSCF61                     | PA    | 2,754,715  |
| STATE UNIVERSITY,                  |                                  |       |            |
| THE PENN STATE                     |                                  |       |            |
| COLLEGE OF                         | R1CJJUMM9WP3                     | PNI   | 109,261    |
| MICRONESIA LAND<br>GRANT PROGRAM   |                                  |       |            |
| PUERTO RICO                        | NNYSN83U4HH6                     | PR    | 1,474,452  |
| AGRICULTURAL                       |                                  |       | , , , -    |
| EXTENSION                          |                                  |       |            |
| UNIVERSITY OF                      | CJDNG9D14MW7                     | RI    | 390,366    |
| RHODE ISLAND                       |                                  |       |            |
| CONTROLLERS'                       |                                  |       |            |
| OFFICE CAPOLINA                    | HIMADHIYOAFMA                    | CC    | 125,002    |
| SOUTH CAROLINA<br>STATE UNIVERSITY | JHM2PHX82EM7                     | SC    | 135,092    |
| ACADEMIC AFFAIRS                   |                                  |       |            |
| CLEMSON                            | H2BMNX7DSKU8                     | SC    | 1,603,669  |
| UNIVERSITY                         | 11 <b>2</b> 51111 (11, 2 512 5 0 |       | 1,002,009  |
| SOUTH DAKOTA                       | DNZNC466DGR7                     | SD    | 468,514    |
| STATE UNIVERSITY                   |                                  |       |            |
| UNIVERSITY OF                      | L54FLKJM2MN4                     | TN    | 2,045,173  |
| TENNESSEE UT                       |                                  |       |            |
| AGRICULTURE                        |                                  |       |            |
| EXTENSIONS SERVICE                 | NI/27N/N/7LIETA 2                | TNI   | 146 262    |
| TENNESSEE STATE<br>UNIVERSITY      | N63ZMY7UETA3                     | TN    | 146,262    |
| TEXAS A&M                          | DM2CDWR8LAG3                     | TX    | 4,520,449  |
| AGRILIFE EXTENSION                 | BNIZED WROLFIGS                  | 171   | 1,320,119  |
| SERVICE                            |                                  |       |            |
| PRAIRIE VIEW A & M                 | FTAAW94S6LC6                     | TX    | 293,521    |
| UNIVERSITY                         |                                  |       |            |
| UTAH STATE                         | SPE2YDWHDYU4                     | UT    | 421,775    |
| UNIVERSITY USU                     | ODECHHECAD10                     | X7.4  | 1.7(0.022  |
| VIRGINIA<br>POLYTECHNIC            | QDE5UHE5XD16                     | VA    | 1,760,922  |
| INSTITUTE AND                      |                                  |       |            |
| STATE UNIVERSITY                   |                                  |       |            |
| VIRGINIA STATE                     | VKZLFK6M5DD3                     | VA    | 139,545    |
| UNIVERSITY                         |                                  |       |            |
| UNIVERSITY OF THE                  | JTFKX11JLHS8                     | VI    | 103,591    |
| VIRGIN ISLANDS                     | 7041/1 ED 4 051/0                | 1.00  | 222 202    |
| UNIVERSITY OF                      | Z94KLERAG5V9                     | VT    | 322,302    |
| VERMONT & STATE<br>AGRICULTURAL    |                                  |       |            |
| COLLEGE                            |                                  |       |            |
| UNIVERSITY OF                      |                                  |       |            |
| VERMONT                            |                                  |       |            |
| WASHINGTON STATE                   | MRKLS79DJBD9                     | WA    | 822,514    |
| UNIVERSITY WSU                     |                                  |       |            |
| EXTENSION AND                      |                                  |       |            |
| CAHNRS                             |                                  |       |            |

| Recipient Name   | <b>UEI Number</b> | State | Allocation   |
|--|-------------------|-------|--------------|
| UNIVERSITY OF WISCONSIN SYSTEM UNIVERSITY OF WISCONSIN EXTENSION                       | LCLSJAGTNZQ7      | WI    | 1,058,260    |
| WEST VIRGINIA STATE UNIVERSITY WEST VIRGINIA STATE UNIVERSITY RESEARCH AND DEVELOPMENT | NG22FMM6Y8Q2      | WV    | 114,151      |
| WEST VIRGINIA<br>UNIVERSITY  | MNL4D3VQUWA5      | WV    | 1,031,893    |
| UNIVERSITY OF<br>WYOMING<br>SPONSORED<br>PROGRAMS                                      | FDR5YF2K32X5      | WY    | 278,891      |
| <b>Total Payment to States</b>   |                   |       | \$69,400,680 |
| Federal Administration   |                   |       | 599,320      |
| Total Appropriation  |                   |       | \$70,000,000 |