The Hatch Act of 1887 (Multistate Research Fund)

FY 2013 Formula Grant Opportunity (FGO) - Final

APPLICATION DEADLINE: June 7, 2013

U.S. Department of Agriculture

National Institute of Food and Agriculture

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

THE HATCH ACT OF 1887 (MULTISTATE RESEARCH FUND)

FINAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under 10.203.

DATES: Applications must be received by close of business (COB) (5:00 p.m. Eastern Time) on June 7, 2013.

EXECUTIVE SUMMARY: The National Institute of Food and Agriculture (NIFA) requests applications for the FY 2013 formula grants authorized under the Hatch Act of 1887 for the Multistate Research Fund (MRF). This act authorizes research by institutions within a State and by institutions in multiple States to solve problems that concern more than one State.

This grant is used to support continuing agricultural research at colleges eligible to receive funds under the Act approved July 2, 1862 (12 Stat. 503, as amended) ("1862 Land-Grant Institutions"), as well as State agricultural experiment stations. Funds appropriated under this section shall be used to conduct original and other researches, investigations, and experiments bearing directly on and contributing to the establishment and maintenance of a permanent and effective agricultural industry of the United States, including researches basic to the problems of agriculture in its broadest aspects, and such investigations as have for their purpose the development and improvement of the rural home and rural life and the maximum contribution by agriculture to the welfare of the consumer, as may be deemed advisable, having due regard to the varying conditions and needs of the respective States. Further, funds may be used for printing and disseminating the results of such research, retirement of employees subject to the provisions of an Act approved March 4, 1940 (54 Stat. 39), administrative planning and direction, and for the purchase and rental of land and the construction, acquisition, alteration, or repair of buildings necessary for conducting research. Finally, these funds must be used for cooperative research employing multidisciplinary approaches in which a State agricultural experiment station, working with another State agricultural experiment station, the Agricultural Research Service, or a college or university, cooperates to solve problems that concern more than one State.

The amount available for this program in FY 2013 is $52,310,695 and is subject to change upon final Appropriation. These funds are known as the Hatch Multistate Research Fund (MRF).

This notice identifies the objectives for Hatch MRF projects, the eligibility criteria for the Hatch MRF projects and applicants, and the application forms and associated instructions needed to apply for a FY 2013 Hatch MRF formula allocation. NIFA additionally requests stakeholder input from any interested party for use in the development of the next Formula Grant Opportunity (FGO) for this program. Please send questions or comments to Formula Grants Branch, Office of Grants and Financial Management (OGFM), NIFA/USDA, Stop 2271, 1400 Independence

Avenue, SW, Washington, D.C. 20250-2271; fax: (202) 401-1804; or e-mail: formulagrantquestions@nifa.usda.gov.

What's New for FY 2013?

- In July 2012, the System for Award Management (SAM), a new system that combines eight federal procurement systems, including the Central Contractor Registry (CCR), and the Catalog of Federal Domestic Assistance (CFDA) into one new system, was implemented. Therefore, the CCR activities are now being conducted through SAM. See Part VI B. for additional information.

- New Application Attachment Filename Requirement. Attachment Filename Characters are now validated and enforced. Beginning August 15, 2012, applicants are now limited to using the following characters in all attachment file names. Valid file names may only include the following **UTF-8 characters**:
  A-Z, a-z, 0-9, underscore (_), hyphen (-), space, period.

  Note: If applicants use any other characters when naming their attachment files their applications will be rejected.

- The FY 2013 formula grant awards will be disbursed through the Automated Standard Application for Payment System (ASAP) operated by the Department of Treasury's Financial Management Service. Applicants must ensure ASAP recipient ID information provided on the SF 424 R&R (Research and Related) is correct as NIFA will use this information to certify funds in ASAP. NIFA will no longer move ASAP funds between institutional accounts. Applicants can receive instructions on how to access ASAP and how to inform NIFA, Financial Operations Division (FOD) of their account number to use to make disbursements, by emailing the ASAP Customer Service email box at ASAPCustomerService@nifa.usda.gov.

- There will be a single (final) Grants.gov submission in FY 2013. The funding amount provided in this FGO is an amount determined by NIFA and is subject to change upon final Appropriation.

- The Application Package for this submission will include:
  - Application for Federal Assistance, Standard Form (SF) 424 Research and Related (R&R) (Required)
  - NIFA Supplemental Information Form (Required)
    NIFA will use the Supplemental Information Form to capture all necessary attachments for this submission of the SF 424 R&R application (i.e., matching waiver requests (via pdf attachment)).
  - NIFA will be capturing the information for three key contacts, and each organization will determine who those individuals are.
    - Block 5 should reflect the person responsible for fiscal/financial issues.

- The Authorized Representative (AR)[1] must have the authority to represent and bind the organization for any agreement.
- The name of the Project Director (PD) will be reflected on the NIFA-2009 form, "Award Face Sheet", NIFA suggests that the Research Director would be an appropriate person.

- NIFA plans to issue all FY 2013 Formula Grants on the NIFA-2009 form. This form is also used to issue non-formula grants.

- For formula grants issued in FY 2013, the grantee is required to submit an **annual** SF-425, Federal Financial Report (this form consolidates and replaces four financial reporting forms; the SF-269, SF-269A, SF-272, and SF-272A). The grantee is NOT required to submit a **quarterly** SF-425 (the **quarterly** submission requirement, however, exists for previously issued grants with DHHS as the designated payment system). When completing the SF-425, the Project/Grant Period in Block 8 must reflect the duration of the award (i.e. 2 years).

[1] Authorized Representative (AR) – the individual who is authorized to commit the awardee's time and other resources to the project, to commit the awardee to comply with the terms and conditions of the award instrument including those set out herein, and to otherwise act for or on behalf of the awardee institution or organization.

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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

The Hatch Act of 1887 provides the basis for Federal funding for agricultural research activities at the State Agricultural Experiment Stations in the 50 States, the District of Columbia, and the Insular Areas.

Not less than 25 percent of the total Hatch Act of 1887 funding is allotted to the States for cooperative research employing multidisciplinary approaches in which a State agricultural experiment station, working with another State agricultural experiment station, the Agricultural Research Service, or a college or university, cooperates to solve problems that concern more than one State. These funds are designated as the ‘‘Multistate Research Fund, State Agricultural Experiment Stations.” Funds are allocated on a prorata basis and allocations are adjusted to support national and regional projects. These projects and their associated budgets are reviewed and approved annually.

Under the Federal Funding Accountability and Transparency Act (FFATA), the U.S. Office of Management and Budget (OMB) is required to develop and maintain a public searchable data base for all Federal financial assistance awards, and Federal agencies are required to report specific data elements which will be collected via these applications (e.g., Dun and Bradstreet data Universal Numbering (DUNS) numbers, legal name of institution, legal address, and congressional district). OMB makes this information available at http://www.usaspending.gov.

Please note that the submission of this application package does not change the following:

- -Delegated authorities of the Director of the State Agricultural Experiment Station;
- -How funds are managed at your institution;
- -Indirect costs and tuition remission are unallowable costs; and
- -Matching waiver authority of NIFA for Hatch Act funds for 1862 Land-Grant Institutions in the Insular Areas.

Guidelines for the administration of this program are published as The Administrative Manual for the Hatch (Experiment Station) Act as amended, which may be accessed at http://www.nifa.usda.gov/business/awards/formula/manuals/hatch.pdf.
Please note that any instructions in this FGO supersede policies and procedures identified in this manual. NIFA intends to revise the manual in FY 2013 and then promulgate administrative provisions for this program through the formal rulemaking process which includes a public comment period.

The USDA NIFA home page for Hatch (MRF) is:
http://nifa.usda.gov/business/awards/formula/hatch.html.

B. Purpose and Priorities

The purpose of this funding is to conduct agricultural research programs at State Agricultural Experiment Stations in the 50 States, the District of Columbia, and the Insular Areas.

PART II—AWARD INFORMATION

A. Available Funding

The Consolidated and Further Continuing Appropriations Act, 2013 (Public Law 113-6) provides funding in the amount of $52,310,695 in FY 2013 for this program. The FY 2013 allocation is subject to change upon final Appropriation.

Funds will be distributed to the institutions on a semi-annual basis in FY 2013. See Appendix A for the specific allocation. Applicants should request funding in the amounts listed in the Appendix A.

Hatch MRF funds are expected to be fully expended in the fiscal year of appropriation; however, funds may be carried over for up to one year after the end of the year for which they were appropriated. No prior approval is required to carry over funds for one additional year; however, no additional carryover requests may be considered or approved, as no legislative authority to do so is provided.

B. Types of Submission

In FY 2013, applications for awards submissions must be submitted to the Hatch MRF as a "new" application on the www.grants.gov website. As noted previously, these application packages complement, rather than duplicate, the information collected via the Plan of Work (POW) system and the Current Research Information System (CRIS), and together satisfy all legislative and regulatory pre-award requirements.

Section 202 of the Agricultural Research, Extension, and Education Reform Act of 1998 (AREERA) amended the Smith-Lever Act and the Hatch Act to require approved plans of work for agricultural extension and research activities at 1862 Land-Grant Institutions in order to receive Federal funding. Therefore, each 1862 Land-Grant Institution must submit both a 5-Year Plan of Work Update for FYs 2014-2018 (i.e., submitted each year as an update) and an Annual Report of Accomplishments and Results. Both reports are due by April 1, 2013.

Specific project details and pertinent information should be entered in the Current Research Information System (CRIS) as in prior years. CRIS is the U.S. Department of Agriculture's documentation and reporting system for ongoing agricultural, food and nutrition, and forestry research and education. CRIS contains over 30,000 descriptions of current, publicly-supported research and education activities. This work is sponsored or conducted by the USDA research agencies, the State agricultural experiment stations, the State Land-Grant Institutions and universities, State schools of forestry, cooperating schools of veterinary medicine, and USDA grant recipients. See Part VI.C. for specific CRIS requirements.

C. 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 AOR 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 (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.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Applications may be submitted by the State Agricultural Experiment Stations located in the 50 States, American Samoa, District of Columbia, Guam, Puerto Rico, and the Virgin Islands that conduct agricultural research in accordance with the multistate research fund provisions of the Hatch Act of 1887.

Award recipients may subcontract to organizations not eligible to apply for funding provided that such arrangements are necessary to complete the project.

B. Cost Sharing or Matching

Section 3(d)(1) of the Hatch Act of 1887 (7 U.S.C. 361c(d)(1))states, with regard to institutions in the 50 states, "no allotment shall be made to a State under subsection (b) or (c), and no payments from the allotment shall be made to a State, in excess of the amount that the State makes available out of non-Federal funds for agricultural research and for the establishment and maintenance of facilities for the performance of the research." However, section 3(d)(4) of the Hatch Act of 1887 (7 U.S.C. 361c(d)(4)) provides that "Effective beginning for fiscal year 2003, in lieu of the matching funds requirement of paragraph (1), the insular areas of American Samoa, the Commonwealth of Puerto Rico, Guam, Micronesia, Northern Mariana Islands, and the Virgin Islands of the United States shall provide matching funds from non-Federal sources in an amount equal to not less than 50 percent of the formula funds distributed by the Secretary to each of the insular areas, respectively, under this section. ... The Secretary may waive the matching fund requirement [of 50 percent] for any fiscal year if the Secretary determines that the government of the insular area will be unlikely to meet the matching requirement for the fiscal year."

Section 7404 of the Food, Conservation, and Energy Act of 2008 amended section 3(d)(4) of the Hatch Act to subject the District of Columbia to the same matching requirements as the insular 1862 Land-Grant Institutions upon enactment (May 22, 2008).

PART IV—SUBMISSION INFORMATION

A. Electronic Formula Grants Opportunity Package

Only electronic applications may be submitted via Grants.gov to NIFA in response to this FGO.

Prior to preparing an application, NIFA suggests that the Director of the State Agricultural Experiment Station ("Director"), or his or her designee, first contact an AR to determine if the organization is prepared to submit electronic applications through Grants.gov. If the organization is not prepared, the AR should see http://www.grants.gov/applicants/get_registered.jsp for steps for preparing to submit applications through Grants.gov.

The Director, or his or her designee, also must contact the institution's AR in order to be granted permission for the submission of applications through Grants.gov. Once that permission is granted in the Grants.gov system, the Director, or his or her designee, can obtain a login and password necessary for submission of applications.

The steps to access application materials are as follows:

1. In order to access, complete and submit applications, applicants must download and install a version of Adobe Reader compatible with Grants.gov. This software is essential to apply for NIFA Federal assistance awards. For basic system requirements and download instructions, please see http://www.grants.gov/help/download_software.jsp. To verify that you have a compatible version of Adobe Reader, Grants.gov established a test package that will assist you in making that determination. Grants.gov Adobe Versioning Test Package: http://www.grants.gov/applicants/AdobeVersioningTestOnly.jsp.
2. The application package must be obtained via Grants.gov, go to http://www.grants.gov, click on "Apply for Grants" in the left-hand column, click on "Step 1: Download a Grant Application Package and Instructions," enter the funding opportunity number **USDA-NIFA-HATCH-004253** in the appropriate box and click "Download Package." From the search results, click "Download" to access the application package.

If assistance is needed to access the application page (e.g., downloading or navigating PDF forms, using Adobe with a Macintosh computer), refer to the resources available on the Grants.gov Web site first (http://www.grants.gov). Grants.gov assistance is also available as follows:

Grants.gov customer support
Toll Free: 1-800-518-4726 Toll Free or 606-545-5035
Business Hours: 24 hours a day, 7 days a week. Closed on Federal Holidays.
Email: support@grants.gov

Grants.gov iPortal: Top 10 requested help topics (FAQs), Searchable knowledge base, self service ticketing and ticket status, and live web chat (available 7:00 A.M. - 9:00 P.M. ET). Get help now!

Please have the following information available when contacting Grants.gov, to help expedite your inquiry:

- Funding Opportunity Number (FON)
- Name of Agency You Are Applying To
- Specific Area of Concern

See http://grants.gov/applicants/app_help_reso.jsp or http://www.nifa.usda.gov/funding/electronic.html for additional resources for applying electronically.

B. Content and Form of Formula Grants Opportunity Package Submission

General

Each grant application must contain an "Application for Federal Assistance," Form SF-424 (R&R) and the NIFA Supplemental Information Form. If applicable, use the "Application for Federal Assistance" to submit a matching waiver request (as a PDF File).

Grant Application Package

Verify that the information shown corresponds to the grant for which the applicant wishes to apply. Grants.gov will auto-populate the following information:

• Opportunity Title
• Offering Agency
• Catalog of Federal Domestic Assistance (CFDA) Number
• CFDA Description
• Opportunity Number
• Opportunity Open Date
• Opportunity Close Date
• Agency Contact

Enter a name for the application in the ***Application Filing Name**** field. This field is required. This name is for use solely by the applicant for you to track through the Grants.gov submission process. It is not used by the receiving agency.

Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424(R&R) first. Data entered on the SF-424(R&R) will populate other mandatory and optional forms where possible.

To access a form or document, click the form/document name to select it, and then click the => button. This will move the form/document to the "Mandatory Documents for Submission" box.

To open an item to complete it, simply click on it to select the item and then click on the "Open Form" button. To remove a form/document from the "Mandatory Documents for Submission" box, click the form/document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.

These forms should be completed in accordance with the instructions. **The following are the government-wide instructions followed by *agency specific guidelines*, if any, for each data element for each form:**

1. SF-424 (R&R) - Cover Page

- **Open** and **complete** document **SF-424 (R&R) first** as this page will pre-populate information on pages where the same information is requested:
  - **Box 1** – Type of Submission:
    - Pre-application – unless specified in a program announcement this field is NOT used by NIFA.
    - Application – *check application* (all applications are new; the type of application – New, Resubmission, Renewal or Revision is collected and identified in box 8).
    - Changed/Corrected Application – N/A.
  - **Box 2 –** Date Submitted and Applicant Identifier
    - Leave the "Date Submitted" box blank.
    - Applicant Identifier – If you wish to use a unique identification number for your own purpose, enter it here. Applicant use only. *Use or leave blank.*
  - **Box 3** – Date Received by State and State Application Identifier
    - Enter the date received by the State, if applicable. Enter in format mm/dd/yyyy. State use only. *Use or leave blank.* Enter the identifier assigned by the State, if applicable. State use only. *Use or leave blank.*
  - **Box 4a -** Federal Identifier
    - Enter the number assigned to your organization by the Federal agency. This field is for use when an institution has its own system for tracking application. This field allows the applicant to enter its application identifier on the application. *Leave blank.*
  - **Box 4b** Agency Routing Number
    - To be entered only if agency specific instructions indicate. *Leave blank.*
  - **Box 5 –** Applicant Information
    - Organizational DUNS Number: Enter the Organization's D-U-N-S number (received from D&B) or the D-U-N-S +4 number (if available).
      Legal Name: Enter the name of the institution.
      Address: Enter complete address of applicant. Enter the institution's mailing address.

Person to be contacted on matters involving this application – For the person to contact on matters related to this submission: name, organizational affiliation (if affiliated with an organization other than the applicant organization, e-mail address, phone number, and fax number. *Enter the contact information for the person responsible for fiscal/financial issues.*

- **Box 6 –** Employer Identification: Enter either the Employer Identification Number (EIN) or Taxpayer Identification Number (TIN) as assigned by the Internal Revenue Service.
- **Box 7 –** Type of Applicant. From the drop down menu select the appropriate code letter and enter in the space provided. Code letters **O, P, Q, R, S, T, U, V,** and **W** are letters that have not been included as part of the drop down menu.
  A. State Government
  B. County Government
  C. City or Township Government
  D. Special District Government
  E. Regional Organization
  F. U.S. Territory
  G. Independent School District
  H. Public/State Controlled Institution of Higher Education
  I. Indian/Native American Tribal Government (Federally Recognized)
  J. Indian/Native American Tribal Government (Other than Federally Recognized)
  K. Indian/Native American Tribally Designated Organization
  L. Public/Indian Housing Authority
  M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)
  N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)
  X. Other (specify in accordance with agency instructions)
- **Box 8** – Type of Application
  - New - application being submitted for the first time or is considered an "initial" application. Check new for the initial as well as the final FGO submission.
  - Resubmission – Select "Resubmission" when your institution has filed an accepted "New/Final or "Update" package and now desires to revise any of the information on those applications, such as its matching funds available. Any matching waiver requests would be attached to this package, as well.
  - Renewal - application requesting continued funding *(previously known as competing continuation) N/A Leave Blank.*
  - Continuation - non-competing application (*previously known as* Progress Report) - *N/A Leave Blank.*

- Revision – Select "Revision" if your institution discovers an error or omission in the "New/Final, or "Resubmission" application, or if you are requested to do so by NIFA as the result of its review of the application. *Leave Blank.*

- **Box 8.** A-E: N/A
  - **A.** Increase Award
  - **B.** Decrease Award
  - **C.** Increase duration
  - **D.** Decrease duration
  - **E.** Other - provide written explanation, i.e., any other change in the terms and conditions of the existing award
- **Box 9** - Name of Federal Agency - will be pre-filled
- **Box 10** - Do not complete Catalog of Federal Domestic Assistance. Number (CFDA) - will be pre-filled or left blank.
- **Box 11** - Descriptive Title of Applicant's Project - fill in with the Project Title
- **Box 12** - Enter proposed start and end dates – use format: MM/DD/YYYY. *Enter 10/1/2012- 09/30/2013.*
- **Box 13** - Congressional district of the Applicant Organization - Enter the applicant's congressional district. *Enter the Congressional district where the main campus is located.*
- **Box 14** - Project Director/Principal Investigator – complete all boxes in this section. Note that the nine digit zip code is required. NIFA suggests that the name and information of the Research Director be included in this box. This name will appear on the official document for FY 2013.
- **Box 15** - Estimated Project Funding –
  - **15.a-**Enter the amount requested from the Federal agency. If the agency has specified an amount, enter that amount. *Enter your institution's actual FY 2013 allocation as listed in Appendix A to this announcement.*
  - **15.b.** Total Non-Federal Funds Requested: Enter the amount of funds from all other sources (i.e., match).
  - **15.c.** Total Federal & Non-Federal Funds: Enter total amount of Federal funds requested plus the non-federal (i.e. match) amounts.
  - **15.d**. Estimated Program Income: Enter amount of estimated program income to be generated from this project. *Leave Blank.*
- **Box 16** - *Select "Program is not covered by E.O. 12372"*.
- **Box 17** - **By signing this application, I certify (1) to the statements contained in this list of certifications[*] (as identified under Part IV, C), and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances[*] and**

[*] The applicable certifications and assurances can be located on the NIFA website. See http://www.nifa.usda.gov/funding/all_forms.html under the "Other Forms" heading.

agree to comply with any Administrative and National Policy Requirements, (as identified under Part VI, B) if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001). Application is to be signed by the Director of the State Agricultural Experiment Station, or his or her designee, of the applicant organization. *The required assurances designated here include the institution's compliance with all Federal laws and regulations associated with receipt of Federal Domestic Assistance for this program, including the matching certification and certification regarding lobbying activities. By clicking the submit button of the application, the Director of the State Agricultural Experiment Station, or his or her designee, certifies to the above.*

- Be sure to click on the "I agree" button. Although this box is for the AR to certify, if this box is not checked, an error message will result.
- **Box 18** - If applicable, attach the SFLLL (Standard Form LLL, Disclosure of Lobbying Activities).
- **Box 19** - Authorized Representative (AR) - Also known as Signing Official. To be signed by the Director of the State Agricultural Experiment Station or his or her designee, of the applicant organization. Enter the name, title, phone number, e-mail address, and fax number of the Director of the State Agricultural Experiment Station, or his or her designee.
- **Box 20** - Pre-Applications - Unless specifically noted in a program announcement, do not use pre-applications - *Leave blank.*

2. <u>NIFA Supplemental Information Form (Required)</u>

1. **Funding Opportunity Name:** *No entry required. This is pre-populated from the opportunity package.*
   Funding Opportunity Number: *No entry required. This is pre-populated the opportunity package.*

2. **Program Code Name:** Enter the name of the program to which you are applying exactly as instructed in the full announcement. This field is required. *Enter "Hatch Multistate Formula Program".*
   Program Code: Enter the program code to which you are applying exactly as instructed in the full announcement. This code is used to route proposals within the agency. This field is required. *Enter "HMFP".*

3. **Type of Applicant:** *No entry required. This will be pre-populated from your entry on the application cover sheet.*

4. **Additional Applicant Types:** Select one of the following options if it is applicable to the legal applicant of this application. *Select "1862 Land-Grant University" from the drop down menu in this block.*

5. **Supplemental Applicant Types:** *Please check all that apply.*

6. **DHHS Account Information:** ***This information will no longer be utilized as payments will be made via the Automated Standard Application System (ASAP) operated by the Department of Treasury's Financial Management Service. Provide your institutions ASAP recipient ID number.***

7. **Key Words:** Enter the most relevant key words which describe the proposed project. This field is required. *Enter "Not applicable."*

8. **Conflict of Interest List:** *Do not attach a conflict of interest list. NIFA will use this field to capture all necessary attachments for this submission on the initial SF-424 R&R application (i.e., matching waiver requests (via pdf attachment)).*

Matching Funds Waiver Request (Optional)

This option may only be applicable to State Agricultural Experiment Stations in Insular Areas and the District of Columbia.

If your institution is applying for a matching funds waiver, please prepare a request in PDF format. Please include the following elements in the request:
(a) A request for the waiver for this grant application,
(b) A statement of the fiscal year(s) for which the waiver is requested,
(c) A statement of the exact dollar amount of waiver being requested by fiscal year and how the amount was computed (by matching fund category),
(d) A statement of why the waiver is requested,
(e) Documentation supporting the need for a waiver (i.e., newspaper articles/clippings or State budgets), and
(f) The university's efforts to meet future matching needs.

The documentation should include the university's approved budget for the program for both the current and previous budget cycles. It may also submit items such as a statement from the State asserting what portion of the required match amount the State contribution to the institution will cover, a schedule of projected cash flows showing what portion of the matching funds the university will have available or other documents such as letters from State or institution budget personnel or newspaper articles. In requesting the waiver, the institution must consider the availability of all permissible forms of matching in detail.

Please attach the matching waiver request to the "NIFA Supplemental Information Form". Insert the waiver request into Box 8 Conflict of Interest List.

Saving the Application

The application package can only be saved from the Grant Application Package screen. It is recommended that after the applicant completes each form/document that they click on the "Close Form" button to close the form and then save the application package by clicking on the "Save" button at the top of the Grant Application Package Screen. It is important to note that the application package will be saved to the last active directory on the applicant's computer. Therefore, the applicant should save the application package to their hard drive where it can be easily accessed. The applicant may save their application package at any time and should save the application package with the same file name each time. An error message will occur each time that the applicant saves the form before completing all of the mandatory fields on the mandatory forms or the optional forms are moved to the Optional Completed Documents for Submission column on the application package. The applicant may ignore this warning. This warning will not appear when all of the mandatory fields have been completed on all of the forms/documents in the application package.

Check Package for Errors

To initiate the Grants.gov edit check process, simply click on the "Check Package for Errors" button at the top of the screen. This process will identify all mandatory fields that have not been completed by the applicant. These errors will be displayed one at a time.

No checks against NIFA business rules will take place at this time.

Submitting the Application

The AR must open the browser, open the application and then press the Submit button. To submit the application:

1. Close all open browser(s) and running applications.
2. Open the internet browser.
3. Navigate to the physical location where the application file is located. Select the application to open.
4. The internet browser will open the application. This may take a few moments. Please be patient.
5. Once the application is completely open, click the **Save and Submit** button. (The **Save and Submit** button will not become active until all mandatory documents have been properly completed and there are no errors in the application.) You are required to save the application again at this point in order to begin the application submission process.
6. Click **Save and Submit**.
7. A dialog box will appear and you will need to enter your Grants.gov username and password.
8. Lastly, click **Login.**

Only the AR has the authority and user rights to **Save and Submit** an application to Grants.gov. Additional submission tips may be found at the Grants.gov website.
Grants.gov Submission Tips: http://www.grants.gov/help/submit_application_faqs.jsp

C. Certifications

In addition, by signing the application the applicant is providing the required assurances noted below:

> Each entity that applies and does not have an exemption under Sec. 25.110 of 2 CFR will: (1) Be registered in the Central Contract Registry (CCR) prior to submitting an application or plan; (2) Maintain an active CCR registration with current information at all times during which it has an active Federal award or an application or plan under consideration by an agency; and (3) Provide its DUNS number in each application or plan it submits to the agency.
>
> The Grants.gov validation process checks for an active CCR registration (applicants with expired CCR registrations will be rejected).
>
> In July 2012, the System for Award Management (SAM), a new system that combines eight federal procurement systems, including the CCR, and the Catalog of Federal Domestic Assistance into one new system, was implemented. Therefore, the CCR activities are now being conducted through SAM. See Part VI B. for additional information.
>
> Each entity that applies and does not have an exception under Sec. 170.110(b) of 2 CFR ensures that they have the necessary processes and systems in place to comply with the reporting requirements identified in Appendix A to Part 170 should they receive funding.

D. Submission Dates and Times

The application package containing an "Application for Federal Assistance," Form SF-424 (R&R) and NIFA Supplemental Information Form should be submitted online at the www.grants.gov website by COB (5:00 p.m. Eastern Time) on June 7, 2013.

The receipt of all applications will be acknowledged by e-mail. Therefore, applicants are strongly encouraged to provide accurate e-mail addresses via the www.grants.gov website.

If an applicant has not received an acknowledgment within 30 days of the submission, the applicant must contact the Agency contact (see Part VII) immediately and ask for the application number assigned to the application. Failure to do so may result in the application not being processed and funding being held. Once the application has been assigned an application number, this number should be cited on all future correspondence.

CRIS forms should be submitted online at the web address: http://cwf.uvm.edu/cris The Project Outline should be submitted in a Word or PDF file to: apreuter@nifa.usda.gov.

The 5-Year Plan of Work Update for FY 2014-2018 and Annual Report of Accomplishments and Results should be submitted online at the web address: http://pow.nifa.usda.gov and both were due April 1, 2013.

E. Funding Restrictions

(1) Approved NIFA Hatch MRF Projects

Hatch MRF Federal funding may only be used on approved Hatch MRF projects.

(2) Matching

Section 3(d)(1) of the Hatch Act of 1887 (7 U.S.C. 361c(d)(1)) states, with regard to institutions in the 50 states, "no allotment shall be made to a State under subsection (b) or (c), and no payments from the allotment shall be made to a State, in excess of the amount that the State makes available out of non-Federal funds for agricultural research and for the establishment and maintenance of facilities for the performance of the research." However, section 3(d)(4) of the Hatch Act of 1887 (7 U.S.C. 361c(d)(4)) provides that "Effective beginning for fiscal year 2003, in lieu of the matching funds requirement of paragraph (1), the insular areas of American Samoa, the Commonwealth of Puerto Rico, Guam, Micronesia, Northern Mariana Islands, and the Virgin Islands of the United States shall provide matching funds from non-Federal sources in an amount equal to not less than 50 percent of the formula funds distributed by the Secretary to each of the insular areas, respectively, under this section..... The Secretary may waive the matching fund requirement [of 50 percent] for any fiscal year if the Secretary determines that the government of the insular area will be unlikely to meet the matching requirement for the fiscal year."

Section 7404 of the Food, Conservation, and Energy Act of 2008 amended section 3(d)(4) of the Hatch Act to subject the District of Columbia to the same matching requirements as the insular 1862 Land-Grant Institutions upon enactment (May 22, 2008).

NIFA may consider and approve matching waivers submitted by State Agricultural Experiment Stations in the Insular Areas and the District of Columbia. See the required matching amounts in Appendix A to this announcement.

(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 Hatch MRF formula grant expenditures.

F. Other Submission Requirements

Project information for the Hatch MRF projects should be submitted to the CRIS unit as in previous years. See the website at: http://cwf.uvm.edu/cris. Required submissions include:

1) Project Listing*
2) Work Unit Description (AD-416)*
3) Project Classification (AD-417)*
4) Assurance Form (NIFA-2008)*
5) Accomplishments Report (AD-421)
6) Financial and Staff Support Report (AD-419)

*Submitted at project initiation.

Plan of Work reporting requirements should be submitted to the Planning, Accountability and Reporting Staff through the website established for this purpose (http://pow.nifa.usda.gov). Required submissions include the 5-Year Plan of Work Update for FYs 2014-2018 and the Annual Report of Accomplishments and Results. These reports were due April 1, 2013.

Form NIFA-REPT (Rev. 07/2010) Supplement to Annual Report of Accomplishments and Results, Multistate Extension Activities and Integrated Activities, must be submitted to the Formula Grants Branch. These reports were due by April 1, 2013 for fiscal year 2012.

PART V—SUBMISSION REVIEW REQUIREMENTS

The Planning, Accountability, and Reporting Staff, and the OGFM Formula Grants Branch will be reviewing submitted documents to determine if all program, financial, and administrative requirements have been met and are current.

PART VI—AWARD ADMINISTRATION

A. General

The Planning, Accountability, and Reporting Staff, and CRIS Office will notify the OGFM Formula Grants Branch regarding each institution's compliance with the Plan of Work reporting requirements (i.e., 5-Year Plan of Work Update and an Annual Report of Accomplishments and Results). If all current program and administrative requirements have been met by the eligible institution, funding will be released on a semi-annual basis in FY 2013. The OGFM Formula Grants Branch will notify the institutions when all requirements have been met or approved.

B. Administrative and National Policy Requirements

Several Federal statutes, regulations, and terms and conditions apply to grant applications considered for review and to project grants awarded under this program. These include, but are not limited to:

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 and A-122, now codified at 2 CFR Parts 220 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 3017 — USDA implementation of Governmentwide Debarment and Suspension (Nonprocurement).

7 CFR Part 3018 — USDA implementation of Restrictions on Lobbying.

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 (now codified at 2 CFR 215).

7 CFR Part 3021—USDA implementation of Governmentwide Requirements for Drug-Free Workplace (Financial Assistance).

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 — NIFA procedures to implement the National Environmental Policy Act of 1969, as amended.

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).

REPORTING SUBAWARDS AND EXECUTIVE COMPENSATION

In accordance with the Office of Management and Budget guidance published in the Federal Register (FR), 75 FR 55663, on September 14, 2010, "Requirements for Federal Funding Accountability and Transparency Act Implementation," awardees must comply with the requirements of this award term.

a. Reporting of first-tier subawards

1. **Applicability.** Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates $25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).

2. **Where and when to report.**

i. You must report each obligating action described in paragraph a.1. of this award term to http://www.fsrs.gov.

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. **What to report.** You must report the information about each obligating action that the submission instructions posted at http://www.fsrs.gov specify.

b. Reporting Total Compensation of Recipient Executives

1. **Applicability and what to report.** You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

i. the total Federal funding authorized to date under this award is $25,000 or more;

ii. In the preceding fiscal year, you received--

(A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

iii. The public does not have access to information about the compensation of the Executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).

2. **Where and when to report.** You must report executive total compensation described in paragraph b.1. of this award term:

i. As part of your registration profile at https://www.sam.gov/sam/.

ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. Reporting of Total Compensation of Subrecipient Executives

1. **Applicability and what to report.** Unless you are exempt as provided in paragraph d. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if--

i. In the subrecipient's preceding fiscal year, the subrecipient received--

(A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

(B) $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal

Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at http://www.sec.gov/answers/execomp.htm).

2. **Where and when to report.** You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

i. To the recipient.

ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. Exemptions

If, in the previous tax year, you had gross income, from all sources, under $300,000, you are exempt from the requirements to report:

i. Subawards, and

ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. Definitions

For purposes of this award term:

1. **Entity** means all of the following, as defined in 2 CFR Part 25:

i. A Governmental organization, which is a State, local government, or Indian tribe;

ii. A foreign public entity;

iii. A domestic or foreign nonprofit organization;

iv. A domestic or foreign for-profit organization;

v. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

2. **Executive** means officers, managing partners, or any other employees in management positions.

3. **Subaward**:

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. ---- .210 of the attachment to OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations”).

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. **Subrecipient** means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. **Total compensation** means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

i. Salary and bonus.

ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.

v. Above-market earnings on deferred compensation which is not tax-qualified.

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds $10,000.

CENTRAL CONTRACTOR REGISTRATION AND UNIVERSAL IDENTIFIER REQUIREMENTS

In accordance with the Office of Management and Budget guidance published in the Federal Register (FR), 75 FR 55671, on September 14, 2010, “Financial Assistance Use of Universal Identifier and Central Contractor Registration,” awardees must comply with the requirements of this award term.

Requirement for Central Contractor Registration (CCR)

Unless you are exempted from this requirement under 2 CFR 25.110, you as the recipient must maintain the currency of your information in the CCR until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at lease annually after the initial registration, and more frequently if required by changes in your information or another award term.

In July 2012, the System for Award Management (SAM), a new system that combines eight federal procurement systems, including the Central Contractor Registry (CCR), and the Catalog of Federal Domestic Assistance (CFDA) into one new system, was implemented. The CCR activities are now being conducted through SAM (the CCR website will redirect users to SAM). Those organizations that need to register are to now visit https://www.sam.gov/sam/. Those organizations that already have a CCR registration are to visit the SAM website and should note the following:

- You'll create a new SAM User ID and Password.
- Your CCR permissions will be verified via your email account.
- Your CCR registration information (Entity Information) will be waiting for you in SAM.

Requirement for Data Universal Numbering System (DUNS) Numbers

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.
2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.

Definitions

For purposes of this award term:

1. *Central Contractor Registration (CCR)* means the Federal repository into which an entity must provide information required for the conduct of a business as a recipient. The CCR activities are now being conducted through SAM (see above).

2. *Data Universal Numbering System (DUNS) number* means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at http://fedgov.dnb.com/webform).

3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 CFR part 25, subpart C:
    a. A Governmental organization, which is a State, local government, or Indian Tribe;

b. A foreign public entity;
c. A domestic or foreign nonprofit organization;
d. A domestic or foreign for-profit organization; and
e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

4. *Subaward:*
   a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
   b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, *see* Sec _.210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").

C. Expected Program Outputs and Reporting Requirements

Institutions must submit a Form AD-416, Work Unit Description; Form AD-417, Project Classification; NIFA-2008, Assurance Form; and Project Proposal through the Current Research Information System prior to the initiation of each Hatch MRF project. The project must undergo a review process and be approved before it is incorporated into the Program of Research. Each institution shall submit a CRIS Form AD-421, Accomplishments Report, annually for each eligible project. Reports from institutions reporting on a calendar year should have been submitted by April 1, 2013 for the preceding calendar year. Reports from institutions reporting on a fiscal year shall be submitted by February 1, 2013 for the preceding fiscal year.

An Accomplishments Report, CRIS Form AD-421, shall be submitted to NIFA for each completed or terminated project. Such reports shall be submitted at the same time as are progress reports on active projects and should include a brief summary of accomplishments for the entire life of the project.

A CRIS Form AD-419, Funding and Staff Support Report, shall be submitted to NIFA annually for all projects. CRIS Form AD-419 reports are also required for expenditures on all State projects that are to be included in the non-Federal funds and matching funds computation. Reports shall be made on a fiscal year basis and are to be submitted by February 1, 2013.

Financial reporting via the SF-425, Federal Financial Report for FY 2013 is due to the Formula Grants Branch of OGFM on December 31, 2013, for the period October 1, 2012, through September 30, 2013, and annually thereafter until the award is closed out. Hatch funds are expected to be fully expended in the fiscal year of appropriation; however, funds may be carried over for up to one year after the end of the year for which they were appropriated. No prior approval is required to carry over funds for one additional year; however, no additional carryover requests may be considered or approved, as no legislative authority to do so is provided. Reports should be submitted to formulagrantforms@nifa.usda.gov.

PART VII—AGENCY CONTACT

For questions regarding Hatch MRF projects and the Hatch MRF Program, please contact: Dr. Herbert Bolton, National Program Leader, Division of Plant Systems - Protection, Institute of Food Production and Sustainability, NIFA/USDA, Stop 2240, 1400 Independence Avenue, SW, Washington, DC 20250-2240; Telephone: (202) 401 - 4201; Fax: (202) 401 - 1782; E-mail: hbolton@nifa.usda.gov, or Dr. Lakshmi Matukumalli, National Program Leader, Division of Agricultural Systems, NIFA/USDA, Stop 2240, 1400 Independence Avenue, SW, Washington, DC 20250-2240; Telephone: (202) 401 1766; Fax: (202) 401-1782; E-mail: lmatukumalli@nifa.usda.gov.

For questions relating to the completion of the grants.gov forms, please contact: Brenda Barnett, OGFM, NIFA/USDA, Stop 2271, 1400 Independence Avenue, SW, Washington, DC 20250-2271; Telephone: (202) 401-6520; Fax: (202) 401-1804; E-mail: formulagrantquestions@nifa.usda.gov.

For questions relating to CRIS forms and submissions, please contact The Current Research Information System Office, NIFA/USDA, Stop 2270, 1400 Independence Avenue, SW, Washington, DC 20250-2270; Telephone: (202) 690-0009; Fax: (202) 690-0634; E-mail: cris@nifa.usda.gov.

For questions relating to the 5-Year Plan of Work Update for FY 2014-2018 or the Annual Report of Accomplishments and Results, please contact Katelyn Sellers, Planning, Accountability, and Reporting Staff, NIFA/USDA, Stop 2213, 1400 Independence Avenue, SW, Washington, DC 20250-2213; Telephone: (202) 401-5482; Fax: (202) 720-7714; E-mail: pow@nifa.usda.gov

If help is needed with the Grants.gov registration process for the applicant organization, downloading or navigating PDF forms, using Adobe Reader with a Macintosh computer or with the technical aspects of submitting to the Grants.gov system, check the resources available on the Grants.gov Web site first (http://www.grants.gov). Grants.gov assistance is also available as follows:

Grants.gov customer support
Toll Free: 1-800-518-4726 Toll Free or 606-545-5035
Business Hours: 24 hours a day, 7 days a week. Closed on Federal Holidays.
Email: support@grants.gov

If the Authorized Representative (AR) has not received a confirmation message from Grants.gov within 48 hours of submission of an application, please contact Grants.gov customer support.

When Grants.gov is contacted, a ticket number is issued to track the response. The applicant should maintain the ticket number as documentation of electronic issues associated with the application.

Grants.gov Help Desk Operations Process is described below:

Tier 1: Grants.gov Contact Center Operator

- Handles the initial contact and attempts to resolve the call.
- If not, files a research request (escalation).

Tier 2: Research Analyst

- Escalations go to the research analyst who does further research on the issue.
- Unable to resolve, issue escalated to Grants.gov Program Management Office (PMO).

Tier 3: Grants.gov PMO

- Research Analyst works with PMO to resolve the issue.
- Typical escalations: Policy questions/System bugs/Training or Meeting Requests.

UNITED STATES DEPARTMENT OF AGRICULTURE
National Institute of Food and Agriculture

FY 2013 - Distribution of Funds to the State Agricultural Experiment Stations
Authorized under the Hatch Act, as amended August 11, 1955
(Award #2013-31200 (Multistate))

Appendix A

Institution	State	Grant Number	FY 2013 Allocation	FY 2013 Required Match
Auburn University	AL	2013-31200-06001	$ 1,115,460	$ 1,115,460
University of Alaska	AK	2013-31200-06002	180,878	180,878
American Samoa Community College	AS	2013-31200-06003	27,459	13,730
University of Arizona	AZ	2013-31200-06004	956,383	956,383
University of Arkansas	AR	2013-31200-06005	921,808	921,808
University of California	CA	2013-31200-06006	2,065,540	2,065,540
Colorado State University	CO	2013-31200-06008	1,269,100	1,269,100
University of Connecticut-New Haven	CT	2013-31200-07609	172,897	172,897
University of Connecticut-Storrs	CT	2013-31200-06009	451,287	451,287
University of Delaware	DE	2013-31200-06010	466,917	466,917
University of the District of Columbia	DC	2013-31200-06011	134,801	134,801
University of Florida	FL	2013-31200-06012	924,226	924,226
University of Georgia	GA	2013-31200-06013	1,570,194	1,570,194
University of Guam	GU	2013-31200-06057	154,875	77,438
University of Hawaii	HI	2013-31200-06015	484,974	484,974
University of Idaho	ID	2013-31200-06016	754,028	754,028
University of Illinois	IL	2013-31200-06017	1,333,396	1,333,396
Purdue University	IN	2013-31200-06018	1,082,520	1,082,520
Iowa State University	IA	2013-31200-06019	2,145,936	2,145,936
Kansas State University	KS	2013-31200-06020	995,238	995,238
University of Kentucky	KY	2013-31200-06021	1,288,311	1,288,311
Louisiana State University	LA	2013-31200-06022	870,102	870,102
University of Maine	ME	2013-31200-06023	650,558	650,558
University of Maryland	MD	2013-31200-06024	818,565	818,565
University of Massachusetts	MA	2013-31200-06025	799,032	799,032
Michigan State University	MI	2013-31200-06026	1,227,971	1,227,971
University of Minnesota	MN	2013-31200-06027	1,135,930	1,135,930
Mississippi State University	MS	2013-31200-06028	1,063,624	1,063,624
University of Missouri	MO	2013-31200-06029	1,014,782	1,014,782
Montana State University	MT	2013-31200-06030	844,465	844,465
University of Nebraska	NE	2013-31200-06031	1,151,561	1,151,561

University of Nevada		NV		2013-31200-06032		462,366		462,366
University of New Hampshire		NH		2013-31200-06033		467,890		467,890
Rutgers University		NJ		2013-31200-06034		1,465,735		1,465,735
New Mexico State University		NM		2013-31200-06035		508,714		508,714
Cornell University		NY		2013-31200-06036		1,330,146		1,330,146
Cornell University-Geneva		NY		2013-31200-03619		706,761		706,761
North Carolina State University *		NC		2013-31200-06037		1,523,279		1,523,279
North Dakota State University		ND		2013-31200-06038		764,669		764,669
Ohio State University		OH		2013-31200-06039		1,231,025		1,231,025
Oklahoma State University		OK		2013-31200-06040		756,357		756,357
Oregon State University		OR		2013-31200-06041		1,196,044		1,196,044
Pennsylvania State University		PA		2013-31200-06042		1,578,420		1,578,420
University of Puerto Rico		PR		2013-31200-06093		936,578		468,289
University of Rhode Island		RI		2013-31200-06044		484,496		484,496
Clemson University		SC		2013-31200-06045		868,628		868,628
South Dakota State University		SD		2013-31200-06046		771,182		771,182
University of Tennessee		TN		2013-31200-06047		1,076,919		1,076,919
Texas A&M University		TX		2013-31200-06048		1,531,915		1,531,915
Utah State University		UT		2013-31200-06049		935,249		935,249
University of Vermont		VT		2013-31200-06050		410,262		410,262
University of the Virgin Islands		VI		2013-31200-06058		150,681		75,341
Virginia Polytechnic Inst. & State U.		VA		2013-31200-06051		985,329		985,329
Washington State University		WA		2013-31200-06053		1,511,545		1,511,545
West Virginia University		WV		2013-31200-06054		681,812		681,812
University of Wisconsin		WI		2013-31200-06055		1,228,112		1,228,112
University of Wyoming		WY		2013-31200-06056		673,763		673,763
Payment to States * *						$ 52,310,695		$ 51,675,900

Approved Excellence in Multistate Research Award Funds
(NC State University - 2013-31200-06037) *
Payment to State **
CRIS/Peer Panel Costs
Biotech Risk Assessment
Small Business Admin
Fed Admin.
Appropriation

Note: An additional $15,000, has been included in North Carolina FY 2013 (Off-The-Top) Allocation for the Approved Excellence in Multistate Research Award Funds*

FY 2013 Allocation is subject to change upon final Appropriation.