

Children, Youth and Families at Risk Professional Development and Technical Assistance Program

***MODIFIED ISSUANCE OF
Fiscal Year 2013 Request for Applications***

APPLICATION DEADLINE: July 31, 2013



U.S. Department of Agriculture

National Institute of Food and Agriculture

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

CHILDREN, YOUTH AND FAMILIES AT RISK PROFESSIONAL DEVELOPMENT & TECHNICAL ASSISTANCE PROGRAM

SECOND ANNOUNCEMENT

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

DATES: Applications must be received by close of business (COB) on **July 31, 2013 (5:00 p.m. Eastern Time)**. Applications received after this deadline will normally not be considered for funding. 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.

STAKEHOLDER INPUT: The National Institute of Food and Agriculture (NIFA) is requesting comments regarding this RFA from any interested party. These comments will be considered in the development of the next RFA for the program, if applicable, and will be used to meet the requirements of section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 (7 U.S.C. 7613(c)(2)). This section requires the Secretary to solicit and consider input on a current RFA from persons who conduct or use agricultural research, education and extension for use in formulating future RFAs for competitive programs. Written stakeholder comments on this RFA should be submitted in accordance with the deadline set forth in the DATES portion of this Notice.

Written stakeholder comments should be submitted by mail to: Policy and Oversight Division; Office of Grants and Financial Management; National Institute of Food and Agriculture; USDA; STOP 2299; 1400 Independence Avenue, SW; Washington, DC 20250-2299; or via email to: Policy@nifa.usda.gov. (This email address is intended only for receiving comments regarding this RFA and not requesting information or forms.) In your comments, please state that you are responding to the Children, Youth and Families at Risk Professional Development and Technical Assistance RFA.

EXECUTIVE SUMMARY: NIFA initially announced its intention to issue a new continuation award and requested applications for the Children, Youth and Families at Risk Professional Development and Technical Assistance (CYFAR-PDTA) Program for fiscal years (FYs) 2013 through 2016 be submitted through funding opportunity number USDA-NIFA-SLBCD-004190. That funding opportunity closed and NIFA received minimal applications, therefore, NIFA is once again requesting applications via this modified solicitation.

CYFAR-PDTA provides for professional development and technical assistance to Sustainable Community Projects (SCP) to ensure continued development and implementation of the CYFAR Sustainable Community program. CYFAR-PDTA, collaboratively through the Extension

system, will provide the components of programming, evaluation, technology, and technical assistance.

It is anticipated that the amount available for support of this program in FY 2013 will be approximately \$850,000.

This notice identifies the objectives for CYFAR-PDTA projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply for a CYFAR-PDTA grant. NIFA additionally requests stakeholder input from any interested party for use in the development of the next RFA for this program.

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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

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

Background--Stakeholder Input

CYFAR Grant Program — Summary of Stakeholder Listening Sessions

Program staff from the Division of Youth and 4-H in NIFA's Institute of Youth, Family, and Community conducted three stakeholder listening sessions for the Children, Youth, and Families at Risk (CYFAR) grant program on February 15 and 22, and March 9, 2012. The project periods for current technical support and professional development awards are ending. In addition, this was an opportunity to get input relative to developing the 2013 Requests for Application (RFAs) for the CYFAR Liaisons and CYFERnet (Technology, Program, and Evaluation) components of the CYFAR program. Stakeholders were asked to respond orally and through the Adobe Connect chat feature, or in writing as described in the Federal Register announcement, accessible at the following link:

<http://www.gpo.gov/fdsys/pkg/FR-2012-02-21/pdf/2012-3856.pdf>

A summary of comments from stakeholders is at:

http://www.csrees.usda.gov/nea/family/cyfar/cyfar_listening_session.html

An additional stakeholder virtual listening session was conducted on October 2, 2012 to ascertain stakeholder attitudes regarding combining the professional development and technical assistance rolls into one CYFAR Professional Development and Technical Assistance (PDTA) RFA. Two questions were asked and an open comment session was allowed. The only comments received were orally through the webinar or through the webinar chat feature. All comments are captured in the summation. There were no comments submitted to NIFA by e-mail, U.S. mail, or directly to the federal docket.

Question 1 - If and when the FY 2013 RFA is released which combines the CYFAR technical assistance and CYFAR professional developmental programs, how will that action impact the overall (national) program?

Session Participation: For the sessions, 33 registered and 24 participated in a virtual listening session using Adobe Connect. Participants were largely from 1862 institutions (83%) and roughly represented the four USDA regions equally. There was one participant from an insular area and one participant with no affiliation.

CYFAR technical assistance provides resources to a broader audience. While it would be efficient for NIFA to produce one RFA, stakeholders indicated it would be a burden to the

university that receives the grant, as there are no indirect costs allowed for the CYFAR grant. It also increases the transition time as subcontracts have to be produced. Transition times between CYFAR models would also be an issue.

Stakeholders also expressed concerns regarding the Liaison role. There was substantial comment that the role should not be “replaced” with a website. Several agreed that the role of the Liaison was very important to the community sites. There was support for CYFERnet and its value to the CYFAR program in general. One respondent indicated that CYFERnet has “marshaled the best Extension resources.”

Question 2 - If and when the FY 2013 RFA is released which combines the CYFAR technical assistance and CYFAR professional development programs, how will your specific institution be impacted?

There was concern regarding transition from one model to another model of support for CYFAR Sustainable Community Projects. The transition should be “well organized, smooth, and clean” offered one respondent. Additionally, there was concern about the investments that have been made in the current infrastructure for current on-line resources. As well, concern was cited regarding the potential loss of institutional diversity versus the professional development and technical assistance being centralized at one university.

Open Comment Session:

There was strong support for the CYFAR Conference with support for the original format of the conference supporting workshops presented by grantees.

A stakeholder mentioned that budget cuts affect the amount of funding that could go towards the CYFAR Conference. A modest stakeholder concern was expressed against redirecting funds from program sites to fund a conference.

Stakeholders also offered suggestions for conference options as opposed to having a full conference to preserve it, considering the budget cuts.

NOTE: Grant funds will no longer be provided for a CYFAR Conference. Instead, an Annual Meeting, Grantee Annual Workshop and New Grantee Orientation will be held concurrently. See RFA Part VI., D. for further details.

A question was raised pertaining to a particular grant and that the grant related issue will be handled in accordance with the applicable award terms and conditions, administrative provisions, and applicable policies and procedures.

The CYFAR Professional Development and Technical Assistance Program (CYFAR-PDTA) RFA:

NIFA considered the comments that were made at the CYFAR listening sessions conducted in winter of 2012 and the fall of 2012. The recommendations offered were valuable.

The CYFAR Professional Development and Technical Assistance (CYFAR-PDTA) projects will be combined for the 2013 RFA. For the past 20 plus years of the CYFAR program, professional development (CYFERnet) and technical assistance (Liaisons) projects have functioned separately, given the RFA format. NIFA has determined that it would be most beneficial to both the system and to NIFA to combine the functions of professional development and technical assistance into one RFA, with the funding going to one institution. That one institution selected through the NIFA peer-review, panel process will subaward the functions of professional development and technical assistance in keeping with the CYFAR mission to marshal the resources of the Land-grant system. NIFA considered the changes in the 2008 Farm Bill with respect to the changing demographics of society. NIFA wants to ensure that the diversity of skills, demographics, geography, and types of Land-grant institutions are supported, respected and utilized. Therefore, the CYFAR technical assistance and CYFAR professional development roles have been combined into one RFA known as the CYFAR Professional Development and Technical Assistance Program (CYFAR-PDTA) RFA.

B. Purpose and Priorities

CYFAR marshals the resources of the Land-Grant and the Cooperative Extension Systems so that, in collaboration with other organizations, they can develop and deliver educational programs to youth who are at risk, under-served, and under-represented as reflected in the CYFAR sites for not meeting basic human needs. These programs provide youth with the skills they need to lead positive, productive, and contributing lives. Participating youth make a difference socially.

CYFAR-PDTA partnering universities build connections, competency, and capacity to help communities develop and sustain holistic programs for at-risk children, youth, and families who are under-served and under-represented.

CYFAR-PDTA provides for professional development and technical assistance to CYFAR Sustainable Community Projects (SCP) to ensure continued development and implementation of the CYFAR Sustainable Community Program. CYFAR-PDTA, collaboratively through the Extension system, will provide the components of programming, evaluation, technology, and technical assistance, in keeping with the CYFAR Guiding Principles:

<http://www.nifa.usda.gov/nea/family/cyfar/scp.html>

C. Program Area Description

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

The Program Code is MC and the Program Code Name is Youth at Risk for all applications submitted under this announcement. The maximum project period is 4 years. The maximum amount to be requested for support of this program each year is \$850,000.

NIFA has identified the following societal challenge areas as a focus and all applications must address at least one of the **Challenge Areas**:

- a. Childhood Obesity Prevention
- b. Climate Change
- c. Food Safety
- d. Food Security
- e. Sustainable Bioenergy

CYFAR supports USDA's Research, Education, and Economics (REE) goal to leverage innovation and technology to distribute tools, information, and resources and use non-formal education programs, outreach, 4-H, and other youth development programs to transfer knowledge and technology. CYFAR supports REE's goal to assist rural prosperity and rural/urban interface—the 2008 Farm Bill and NIFA's goal to help rural communities create prosperity, be self-sustaining, re-populating, and economically thriving.

The goal of the CYFAR-PDTA is to provide state-of-the-art support for CYFAR SCP grantee community sites. The CYFAR-PDTA grantee will support the sites' leveraging of the expansive resources of Extension and the Land-grant university system, which may provide programming, evaluation, technical assistance, and an integrated approach to ensure technology is incorporated throughout. CYFAR-PDTA supports the following national outcomes for the target audiences, as indicated:

National Outcomes

- **Early Childhood:** Children will have their basic physical, emotional, and intellectual needs met. Babies will be born healthy.
- **School Age (K-8):** School-age youth will demonstrate the knowledge, skills, attitudes, and behavior necessary for fulfilling, contributing lives (the capacity to move beyond one's individual self-interest and to be committed to the well-being of some larger group).
- **Teen:** Teens will demonstrate the knowledge, skills, attitudes, and behavior necessary for fulfilling, contributing lives (the capacity to move beyond one's individual self-interest and to be committed to the well-being of some larger group).
- **Parent/Family:** Parents will take primary responsibility for meeting their children's physical, social, emotional, and intellectual needs and for providing moral guidance and direction. Families will promote positive, productive, and contributing lives for all family members.

The successful grantee is encouraged to think broadly to create products that will not only benefit the CYFAR SCP exclusively, but the broader Extension system as well.

High-Context Participants

CYFAR programs should provide long-term, sustainable, increasingly challenging educational experiences that meet the needs of at-risk children and youth to enable them to experience belonging, mastery, independence, and generosity. High-context youth development refers to experiences in which young people and adults have close connections and challenging activities

that are intended to continue for a significant period of time. The intent of Positive Youth Development (PYD) is to enhance the interests, skills, and abilities of youth as they move into adulthood.

Parent/Family and Early Childhood Participants

According to research, families are the most significant environment for developing children. Family risk factors—such as poverty, low parental educational attainment, and single parenthood—can have a critical impact on a child’s development. CYFAR programs are intended to educate parents, understanding that parents are primarily responsible for meeting their children’s physical, social, emotional, and intellectual needs and provide moral guidance and direction.

Research also indicates that high quality care in the first years of life can greatly reduce the risk that today’s youngest children will become tomorrow’s youth most placed at risk. CYFAR programs are intended to educate care providers for children to have their basic physical, social, emotional, and intellectual needs met.

CYFAR Professional Development and Technical Assistance Goals

CYFAR-PDTA is intended to incorporate the philosophy of CYFAR SCP projects. The grant proposal must address the CYFAR Integrated Program Components of program, evaluation, and technology. The concepts of Community, Technology, and Sustainability are integrated into all SCPs and need to be addressed in the SCP application (see <http://www.nifa.usda.gov/nea/family/cyfar/scp.html>).

A. Internet Technology

The project should integrate Internet technology where feasible and appropriate based upon resources available and audience served, to expedite intellectual collaboration across institutions and to ensure that professional development and technical assistance support is available to the grantees and the Extension system.

Consideration should also be given for incorporating best practices and use of evidence-based practices into a technological system to further enhance CYFAR SCP success.

The CYFAR-PDTA grantee must develop content and programs suitable for delivery through the Cooperative Extension System’s eXtension Initiative. Funds should be used to contribute to forming a new Community of Practice (CoP) focused on Vulnerable Populations, considering the vulnerable populations dimensions offered by USDA http://www.csrees.usda.gov/nea/family/res/pdfs/vul_pop.pdf. Projects must align with the eXtension vision, mission, and values. A letter of acknowledgement is required from an eXtension national leader (administrator), and a letter of support may be required for this CoP. For detailed guidance on how to partner with eXtension, go to <http://create.extension.org/node/2057>.

B. Training

The projects should:

- develop and implement a communication and training plan that may include local, regional, and national training for land-grant stakeholders. The training should relate to issues surrounding cross-disciplinary networks and seamless access to program, evaluation, technology resources, and technical assistance for all children, youth, and families at risk;
- coordinate and implement an annual professional development session for grantees and an orientation for new grantees with consideration for engaging multiple states; and
- develop and implement evaluation training for SCP sites.

C. Data Collection, Evaluation, and Reporting

The project will:

- identify common issues and needs across CYFAR SCP sites;
- develop and electronically publish the CYFAR Annual Report based on SCP outcomes;
- assess effectiveness of PDTA practices to share with the Extension system;
- develop and maintain data collection for the CYFAR Annual Reporting System;
- develop measures/tools that are culturally sensitive, where appropriate, using culturally sensitive practices to collect data;
- create or use an existing system of common measures (e.g. tools, surveys, instruments) to systematically evaluate CYFAR national outcomes. If new systems or databases are created, they should be created for use by the system with an accompanying codebook developed with open access for system users.
- compile the annual CYFAR-PDTA Report and CYFAR-PDTA Promising Practices summary and submit both to the National Program Leader (NPL) for Vulnerable Populations.

D. Technical Assistance

Technical assistance to CYFAR SCP projects at both state and community levels should include review and feedback on annual reports, response to program inquiries, and site visits to universities/institutions and community sites for a programmatic and administrative review and on-going communication with CYFAR SCP sites.

Specifically for site visits, annually, 1/3 of all SCP sites will have one physical visit. Site visits will include observations, interviews, and assessment of site progress toward implementation, outcomes, sustainability, community, and technology, as defined below:

- a. Sustainability involvement includes a demonstration of leadership competence, strategic funding, staff involvement, and integration.
- b. Community involvement includes understanding of community needs and assets, connectedness and collaboration with diverse groups of stakeholders, and recognizing and understanding factors that influence the program audience and create systems change.
- c. Technology involvement includes providing an adequate technological infrastructure, professional development for staff, modeling and institutionalization of technology, and providing educational programming for adults and youth to learn the latest technology.

This support must show professional development and technical assistance that utilizes Extension and the Land-grant university system from each of the following Extension regions or systems: North Central (12 states), Northeastern (12 states), Southern (13 states), Western (13 states), <http://www.nifa.usda.gov/nea/family/cyfar/scp.html> 1890 historically black land-grant colleges and universities (18 institutions, http://www.csrees.usda.gov/qlinks/partners/map_lgu_1890_front_12_9_09.pdf), 1994 land-grant tribal colleges (32 institutions, http://www.csrees.usda.gov/nea/education/pdfs/tribal/1994_list_undermap_ready.pdf) and Hispanic-serving agricultural colleges and universities (71 institutions, http://www.nifa.usda.gov/nea/family/cyfar/pdfs/2012_hsacu_institutions.pdf).

Technical assistance must also reflect and represent the various subject matter areas inclusive of 4-H Youth Development, Family Consumer Science, Agriculture and Natural Resources, and Rural and Community Development.

Awardee Eligibility

The CYFAR-PDTA grantee must be a Cooperative Extension at 1890 Land-grant Institutions, including Tuskegee University and West Virginia State University, at 1862 Land-grant Colleges and Universities, or the University of the District of Columbia. Both types of land-grants (1862 and 1890) are encouraged to collaborate. The PDTA grantee should have the demonstrated ability to manage and value sub-awardees from the current diverse land-grant and agricultural colleges and universities. Such diversity should be reflected geographically, demographically, and by subject matter expertise.

Subawardees

The CYFAR-PDTA grantee is expected to provide program leverage through subawards to other land-grant institutions for program, evaluation, technical, or technology expertise as needed for this multi-state program. The subawardee(s) should be highly qualified, credentialed, and skilled.

One Subaward Option: Dissemination Conference Subaward

If a conference is implemented, this dissemination conference subaward could partially support a meeting that brings together practitioners and researchers to disseminate research, education, extension information, updated information that advances the CYFAR mission. These activities are recognized as integral parts of practical and scientific efforts. Individual conference

subawards are not expected to exceed \$50,000 per year. Indirect costs are not permitted on conference subawards. This subaward is expected to be representative of a multistate effort. Applicants will need to state the objectives and outcomes of the conference to incorporate research-based learning, program and evaluation outcomes of the the proposed dissemination conference.

Provide a learning outcome evaluation report of the dissemination conference to the NIFA NPL.

PART II—AWARD INFORMATION

A. Available Funding

There is no commitment by USDA to fund any particular application or to make a specific number of grant awards. NIFA anticipates that approximately \$850,000 will be available to fund applications in FY 2013. **The maximum amount to be requested for support of this program each subsequent year is \$850,000. The maximum project period is 4 years.** Each fiscal year's funding is pending the availability of funds and the implementation of the plan must be on track for continuation to be considered.

On March 26, 2013, the Consolidated and Further Continuing Appropriations Act, 2013 (Public Law 113-6) was signed into law. Title I of this bill provides appropriations for the majority of NIFA's discretionary grant programs and continues Agency operations for the remainder of FY 2013.

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

B. Types of Applications

In FY 2013, only new applications may be submitted to the CYFAR-PDTA Program in response to this RFA.

New application. This is a project application that has not been previously submitted to the CYFAR-PDTA Program. All new applications will be reviewed competitively using the selection process and evaluation criteria described in Part V—Application Review Requirements.

C. Project Types

The maximum funding amount of the anticipated award is \$850,000 per fiscal year.

Project period: Applications should be submitted for a 4-year period. We anticipate making a continuation award under this RFA to reduce the administrative burden to the grant applicant. A continuation award is issued for a specific level of effort for a predetermined period of time with

a statement of intention to provide additional support at a future date. Continuation of the funding for the award is provided if performance has been satisfactory, appropriations are available for this purpose, and continued support is in the best interests of the federal government and the public. We caution applicants to request only amounts that can be expended by the end of the project year, since carryover will be subtracted from the following year's request.

Applicants are to submit a 4-year work plan detailing short- and long-term desired results and a budget and budget narrative for each year. Detailed budgets should include reasonable costs for the CYFAR-PDTA Annual Meeting and Evaluation, CYFAR SCP Annual Workshop and New Grantee Orientation, and CYFAR SCP Site Visits. See RFA Part VI., D., for further details. Funding will be awarded 1 year at a time. CYFAR-PDTA projects will also be required to submit a year-end report to NIFA's electronic, Web-based inventory system that facilitates both grantee submissions of project outcomes and public access to information on Federally-funded projects. Continuation funding will be contingent upon Congressional appropriations and submission of a complete year-end report and a new budget form and budget narrative for the next year.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Applications may be submitted by Cooperative Extension at 1890 Land-grant Institutions, including Tuskegee University and West Virginia State University, at 1862 Land-grant Colleges and Universities, and the University of the District of Columbia are eligible to apply. Award recipients may subcontract to organizations not eligible to apply provided such organizations are necessary for the conduct of the project. An applicant's failure to meet an eligibility criterion by the time of an application deadline may result in the application being excluded from consideration or, even though an application may be reviewed, will preclude NIFA from making an award.

B. Cost Sharing or Matching

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

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Electronic Application Package

Only electronic applications may be submitted via Grants.gov to NIFA in response to this RFA. **Applicants are advised to submit early to the Grants.gov system.**

New Users of Grants.gov

Prior to preparing an application, it is suggested that the PD/PI first contact an Authorized Representative (AR) (also referred to as Authorized Organizational Representative or AOR) to determine if the organization is prepared to submit electronic applications through Grants.gov. If the organization is not prepared (e.g., the institution/organization is new to the electronic grant application process through Grants.gov), then the one-time registration process must be completed PRIOR to submitting an application. It can take as much as two weeks to complete the registration process so it is critical to begin as soon as possible. In such situations the AR should go to “Get Registered” on the Grants.gov left navigation bar (or go to http://www.grants.gov/applicants/get_registered.jsp) for information on registering the institution/organization with Grants.gov. A quick reference guide listing the steps is available as a 4-page PDF document at the following website: <http://www.grants.gov/assets/Grants.govRegistrationBrochure.pdf>. Item 2 below mentions the “NIFA Grants.gov Application Guide.” Part II.1. of the NIFA Grants.gov Application Guide contains additional explanatory language regarding the registration process.

Steps to Obtain Application Package Materials

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-SLBCD-004334** in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package.

Contained within the application package is the “NIFA Grants.gov Application Guide: A Guide for Preparation and Submission of NIFA Applications via Grants.gov.” This Guide contains an introduction and general Grants.gov instructions, information about how to use a Grant Application Package in Grants.gov, and instructions on how to complete the application forms.

If assistance is needed to access the application package (e.g., downloading or navigating Adobe forms), **or submitting the application** then refer to 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
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 Application Submission

Electronic applications should be prepared following Parts V and VI of the document entitled “A Guide for Preparation and Submission of NIFA Applications via Grants.gov.” This guide is part of the corresponding application package (see Section A. of this Part). The following is **additional information** needed in order to prepare an application in response to this RFA. **If there is discrepancy between the two documents, the information contained in this RFA is overriding.**

Note the attachment requirements (e.g., portable document format) in Part III section 3. of the Guide. ANY PROPOSALS THAT ARE NON-COMPLIANT WITH THE REQUIREMENTS (i.e., content format, pdf file format, file name restrictions, and no password protected files) WILL BE EXCLUDED FROM NIFA REVIEW. Partial applications will be excluded from NIFA review. With documented prior approval, subsequent submissions of an application will be accepted until close of business on the closing date in the RFA.

If you do not own PDF-generating software, Grants.gov provides online tools to assist applicants. Users will find a link to “Convert Documents to PDF” on http://grants.gov/help/download_software.jsp#pdf_conversion_programs.

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

- Email: electronic@nifa.usda.gov
- Phone: 202-401-5048
- Business hours: Monday through Friday, 7:00 am – 5:00 pm Eastern Time, excluding Federal holidays.

If an application was submitted in response to the initial announcement (Funding Opportunity Number USDA-NIFA-SLBCD-004190) and it met the established deadline, the applicant does need to submit an application in response to this RFA.

1. SF 424 R&R Cover Sheet

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

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

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

3. R&R Other Project Information Form

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

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

b. Field 8. Project Narrative.

PLEASE NOTE: The Project Narrative shall not exceed 20 pages of written double-spaced text and up to 20 additional pages for figures, tables, and collaboration/subawardee support letters. This maximum of 40 pages has been established to ensure fair and equitable competition. The Project Narrative must include all of the following:

A. Introduction:

A statement of the long-term goal(s) and supporting activities of the proposed CYFAR-PDTA project. Include estimates of the magnitude of the issues and their relevance of CYFAR-PDTA to SCP sites.

B. Project Details:

1. Project Goals (Including a NIFA Challenge Area);
2. Project Activities; and
3. Description of the Work of Key Personnel.

C. Program Implementation Strategies:

Include the procedures or program implementation strategies to be applied to the CYFAR-PDTA. The statements should be explicitly stated. This section should include but not necessarily be limited to:

1. A description of the proposed project activities in the sequence in which they will be carried out; include proposed innovative product development; and
2. Means by which CYFAR-PDTA activities will be evaluated for effectiveness.

D. The CYFAR-PDTA collaboration plan to be employed – Subawardees:

Include details of the roles and responsibilities of subawardees. Attach letters of commitment to the CYFAR-PDTA project; use university letterhead as appropriate. The letters should include documentation regarding commitment and capacity regarding the specific role and responsibilities. Include time commitments, goals, and objectives of each subawardee.

E. Timetable

CYFAR-PDTA Projected Timetable: The proposal should outline all important phases as a function of time, year by year, for the entire 4-year period.

F: Logic Model: The proposal should include a comprehensive CYFAR PDTA Logic Model

G. Grantee qualifications and responsibilities:

1. Experience with community-, state-, and national-level programs: Describe program assessment, implementation, and evaluation; describe experience working with community-, state-, and national-level human services and non-formal educational programs, which may include: creating and/or managing such programs; providing other kinds of technical support to programs such as review of annual reports; providing support in developing sustainability plans; and other similar activities. Note any specific experience with community-level, national programs that serve at-risk audiences, particularly children, youth, and families. **Include details or documentation of the university's subawarding process.**

2. Experience with the provision of technical assistance and training: Describe ability to provide technical assistance and training to human services programs and/or non-formal education programs in general through in-person, telephone, and online means. This may include workshops, one-to-one assistance (either in-person, telephone, or online), and/or other educational outreach.

3. Experience in conducting site visits/qualitative research methods: Describe ability to facilitate support through site visits to community-level programs as well as experience with qualitative research methods, including individual and group interviewing/focus groups and observation. Describe ability and experience to provide constructive feedback to individuals running community-level programs based on the results of the site visits. Describe experience managing possible teams of experts at both state and national levels.

4. Describe experience working with diverse audiences with varied expertise. Include experiences that highlight work with/collaborations with 1862, 1890, and 1994 land-grant institutions and Hispanic-serving institutions.

5. Commitment and capacity to deliver: Indicate evidence of capacity to deliver stated project deliverables. Include university, staff/faculty, and technological capacities. Include plan addressing the following:

- a. SCP Grantee Support;
- b. PDTA Training Plan;
- c. CYFAR Workshop and New Grantee Orientation;
- d. Data Management of the CYFAR Annual Reporting Site; and
- e. eXtension Vulnerable Populations Community of Practice.

6. Dissemination of reports: Include details regarding the dissemination plan of the required reports. These reports include: CYFAR Annual Report, CYFAR-PDTA Annual Executive Summary, and Site Reports submitted quarterly to NIFA.

7. Other relevant areas of expertise and experience. Describe other relevant areas of expertise or experience that support or complement any of the above numbered areas.

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

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

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

6. R&R Budget

Information related to the questions on this form is dealt with in detail in Part V, 7. of the NIFA Grants.gov Application Guide. Detailed budgets should include reasonable costs for the CYFAR-PDTA Annual Meeting and Evaluation, CYFAR SCP Annual Workshop and New Grantee Orientation, and CYFAR SCP Site Visits. See RFA Part VI., D., for further details.

7. Supplemental Information Form

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

- a. **Field 2. Program to which you are applying.** Enter the program code name (**Youth at Risk**) and the program code (**MC**).

b. Field 8. Conflict of Interest List. See Part VI, 1.8 of the NIFA Grants.gov Application Guide for further instructions and a link to a suggested template.

C. Submission Dates and Times

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

Applications must be received by Grants.gov by COB on **July 31, 2013** (5:00 p.m. Eastern Time). Applications received after this deadline will normally not be considered for funding.

Applicants who have problems with the submission of an application to Grants.gov are encouraged to FIRST contact the Grants.gov Help Desk to resolve any problems. Keep a record of any such correspondence. See Part IV. A. for Grants.gov contact information.

Correspondence regarding submitted applications will be sent using e-mail. Therefore, applicants are strongly encouraged to provide accurate e-mail addresses, where designated, on the SF-424 R&R Application for Federal Assistance.

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

D. Funding Restrictions

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

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

E. Other Submission Requirements

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

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

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

Each application will be evaluated in a 2-part process. First, each application will be screened to ensure that it meets the administrative requirements as set forth in this RFA. Second, applications that meet these requirements will be technically evaluated by a review panel.

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

B. Evaluation Criteria

We will use the evaluation criteria below to review applications submitted in response to this RFA:

CYFAR-PDTA: Provide professional development and technical support to CYFAR university and community programs (100 points).

1. Potential for Advancing the Mission of the CYFAR Program and a NIFA Challenge Area (15 points)
This criterion is used to assess the likelihood that the proposed work will have an impact on and advance the quality of educational programs that equip youth who are at risk for not meeting basic human needs with the skills they need to lead positive, productive, contributing lives; participating youth make a difference socially. As well, this addresses the inclusion of one of the five Challenge Areas.
2. Evidenced Capability to Implement Innovative Training (15 points)
This criterion is used to assess the proposed Grantee's ability to provide support for co-collaboration for the CYFAR Annual Workshop and New Grantee Orientation. Included is the Grantee's capability to create effective training opportunities to meet the needs of Grantees including capability to implement training on a large scale. The Grantee will have the capability to assess, implement and evaluate training and programs on a large scale at the regional and national levels.

3. **Evidenced Capability to Provide Effective Management of Professional Development and Technical Assistance (20 points)**
This criterion is used to assess the proposed Grantees ability to provide professional development technical assistance and training to community-, state-, regional-, and national-level programs that serve at-risk audiences through different formats (online, one-to-one, telephone, conference workshops, etc.) and include the Grantee's capability to create and maintain multiple databases. Additionally, the Grantee will need to have the ability to interpret large-scale data and disseminate it in a readable format for reporting purposes. This includes but is not limited to Common Measures, educational web resources, the CYFAR Reporting System, as well as web support and maintenance.
4. **Evidenced Capability to Manage Staff across Multiple Sites (15 points)**
This criterion is used to assess the proposed Grantee's ability to work with staff in non-formal settings across multiple states. This criterion also includes experience working with different types of colleges and universities with consideration for diversity in relation to university mission and subject matter areas for the success of this project.
5. **Experience with Working and Managing Diverse Audiences for Success (10 points)**
The plan will show evidence of successful management of sub awarding to the various subject-matter (FCS, 4-H Youth Development, Agriculture and Natural Resources, and Community Development in a comprehensive, integrated manner). The plan will also show evidence of managing diversity across different types of colleges and universities, particularly the different types of land-grant colleges and universities. All types of land-grant colleges are included as subawardees. As well, the plan will show evidence of managing diverse demographic and geographic populations.
6. **Experience/Expertise In Conducting Site Visits, Qualitative and Quantitative Research Methods/Assessment and Evaluation (15 points)**
This criterion addresses the Grantee's ability to conduct and/or manage quality site visits with SCP Grantees. The Grantee should ensure quality feedback for the SCP grantees. The Grantee should have evidenced capabilities to conduct formative and summative evaluation as it relates to programming. This capability includes demonstrated success with large data sets using quantitative and qualitative methods. As well, evaluation of subawardee performance and accomplishments should be documented.
7. **Inclusion of a CYFAR-PDTA Logic Model (5 Points)**
This criterion addresses the inclusion of a comprehensive CYFAR-PDTA Logic Model.
8. **Development of an eXtension COP (5 points)**
This criterion includes the planned incorporation of eXtension and development of a Vulnerable Populations COP.

C. Conflicts of Interest and Confidentiality

During the peer evaluation process, extreme care will be taken to prevent any actual or perceived conflicts of interest that may impact review or evaluation. For the purpose of determining

conflicts of interest, the academic and administrative autonomy of an institution shall be determined by reference to the current Higher Education Directory, published by Higher Education Publications, Inc., 1801 Robert Fulton Drive, Suite 340, Reston, Virginia 20191. Phone: (888) 349-7715. Web site: <http://www.hepinc.com>.

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

D. Organizational Management Information

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

PART VI—AWARD ADMINISTRATION

A. General

Within the limit of funds available for such purpose, the awarding official of NIFA shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the awarding official of NIFA as the effective date of the grant shall be no later than September 30 of the Federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. It should be noted that the project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by NIFA under this RFA shall be expended solely for the purpose for which the funds are granted in accordance with the approved application and budget, the regulations, the terms and conditions of the award, the applicable Federal cost principles, the Department's assistance regulations (parts 3015 and 3019 of 7 CFR), and the NIFA General Awards Administration Provisions at 7 CFR part 3430, subparts A through E.

B. Award Notice

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

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

(10) Approved budget plan for categorizing allocable project funds to accomplish the stated purpose of the award; and

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

C. Administrative and National Policy Requirements

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

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

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

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

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

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

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

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

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

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

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

7 CFR Part 3018—USDA implementation of Restrictions on Lobbying. Imposes prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans.

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

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

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

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

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

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

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

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

D. Expected Program Outputs and Reporting Requirements

Grantees are to submit initial project information and annual and summary reports to NIFA's electronic, Web-based inventory system that facilitates both grantee submissions of project outcomes and public access to information on Federally-funded projects. The details of these reporting requirements are included in the award terms and conditions. Details of annual and final technical reporting requirements also are included in the award terms and conditions.

1. CYFAR-PDTA Annual Meeting

During the tenure of a grant, CYFAR-PDTA staff will attend an annual national meeting in Washington, DC or any other announced location. The purpose of the meeting will be to discuss project reviews, site visits and plans for strengthening technical assistance and professional development efforts to the CYFAR projects during the next year with NIFA staff. This will be held in conjunction with the CYFAR SCP New Grantee Orientation & Annual Workshop.

2. CYFAR SCP Grantee Annual Workshop and New Grantee Orientation

CYFAR-PDTA staff in coordination with USDA NIFA will provide annual training as to ensure professional development and technical assistance is provided. CYFAR-PDTA will provide

logistical, programmatic and technical support functions for annual workshop and new grantee orientation.

3. CYFAR SCP Site Visits & Reports Annual and Quarterly

Annually, one third of all CYFAR SCP sites will be visited for consultation/advisement; all sites will be consulted (visited) at least twice during the four year period. CYFAR-PDTA will provide a summary of completed site visits quarterly and an evaluation of the effectiveness of CYFAR-PDTA and its components to the NIFA National Program Leader for Vulnerable Populations (NPL) annually.

4. CYFAR-PDTA Evaluation

The CYFAR-PDTA is expected to conduct two evaluations during the four year period. The evaluation is expected to be conducted by an outside vendor for years two and years four to evaluate the success of the CYFAR-PDTA. The evaluations should be submitted to the NIFA National Program Leader for Vulnerable Populations.

PART VII—AGENCY CONTACTS

Applicants and other interested parties are encouraged to contact:

Bonita Williams, Ph.D.

National Program Leader, Vulnerable Populations
Division of Youth and 4-H
United States Department of Agriculture (USDA)
National Institute of Food and Agriculture (NIFA)
Office: (202) 720-3566
bwilliams@nifa.usda.gov

Lindsey Jewell, MS

Program Specialist
Division of Youth and 4-H
United States Department of Agriculture (USDA)
National Institute of Food and Agriculture (NIFA)
Office: (202) 720-6962
ljewell@nifa.usda.gov

PART VIII—OTHER INFORMATION

A. Access to Review Information

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

B. Use of Funds; Changes

1. Delegation of Fiscal Responsibility

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

2. Changes in Project Plans

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

b. Changes in approved goals or objectives shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes. In no event shall requests for such changes be approved which are outside the scope of the original approved project.

c. Changes in approved project leadership or the replacement or reassignment of other key project personnel shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes.

d. Transfers of actual performance of the substantive programmatic work in whole or in part and provisions for payment of funds, whether or not Federal funds are involved, shall be requested by the awardee and approved in writing by the ADO prior to effecting such transfers, unless prescribed otherwise in the terms and conditions of the award.

e. The project period may be extended by NIFA without additional financial support, for such additional period(s) as the ADO determines may be necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed any applicable statutory limit or expiring appropriation limitation. Any extension of time shall be conditioned upon prior request by the awardee and approval in writing by the ADO, unless prescribed otherwise in the terms and conditions of award.

f. Changes in Approved Budget: Unless stated otherwise in the terms and conditions of award, changes in an approved budget must be requested by the awardee and approved in writing by the

ADO prior to instituting such changes, if the revision will involve transfers or expenditures of amounts requiring prior approval as set forth in the applicable Federal cost principles, Departmental regulations, or award.

C. Confidential Aspects of Applications and Awards

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

D. Regulatory Information

For the reasons set forth in the final Rule related Notice to 7 CFR Part 3015, subpart V (48 FR 29114, June 24, 1983), this program is excluded from the scope of the Executive Order 12372 which requires intergovernmental consultation with State and local officials. Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. chapter 35), the collection of information requirements contained in this Notice have been approved under OMB Document No. 0524-0039.

E. Definitions

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