

The Hatch Act of 1887 (Regular Research Fund)

FY 2021 Request for Applications

APPLICATION DEADLINE: October 1, 2020



United States
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 (Regular Research)

INITIAL ANNOUNCEMENT

ASSISTANCE LISTING formerly known as the Catalog of Federal Domestic Assistance (CFDA): This program is listed in the Assistance Listings under 10.203.

DATES: Applications must be received by **5:00 p.m. Eastern Time on October 1, 2020.** 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) seeks comments on all request for applications (RFAs) so it can deliver programs efficiently, effectively, with integrity, and with a focus on customer service. NIFA considers comments, to the extent possible when developing RFAs and use comments to help meet the requirements of [Section 103\(c\)\(2\) of the Agricultural Research, Extension, and Education Reform Act of 1998 \(7 U.S.C. 7613\(c\)\(2\)\)](#). Applicants may submit written comments to Policy@usda.gov (email is for comments only). Please use the following subject line: The Hatch Act of 1887 (Regular Research) RFA.

EXECUTIVE SUMMARY: This RFA is being released prior to the passage of the FY 2021 appropriations bill. Enactment of continuing resolutions (CR) or an appropriations act may affect the availability or level of funding for this program. NIFA will make adjustments to the allocations once the FY 2021 appropriations are finalized. The amount available for support of this program in FY 2020 was \$183,367,802. Appendix A of this RFA includes specific FY 2020 distributions. NIFA will issue FY 2021 payments subject to the availability of funds and the applicant having met the previous year's reporting requirements. Part III, B, identifies if matching is a requirement and, if so, you should pay particular attention to the matching instructions included in Part IV, B, 4.

This notice identifies the objectives for Hatch Act Regular (HFP) project/program, the eligibility criteria for projects/program and applicants, and the application forms and associated instructions you need to apply for a Hatch Act Regular grant.

2021 Updates

1. NIFA is continuing the pilot submission of a SF424a budget with budget narrative within FY 2021 capacity applications. It is NIFA's intention to provide capacity grantees with feedback from the pilot and to require capacity grantees (with the exception of EFNEP grantees, who already have budget submission requirements) to submit high level capacity grant budgets with their grant applications in FY 2022, dependent on the results of the budget pilot conducted in FY 2020 and FY 2021. The SF424a is available on grants.gov and the NIFA grants.gov application guide has been updated with detailed instructions for completion requirements. For more information on the budget pilot, including the answers to frequently asked questions for applicants choosing to participate in the pilot, please visit the [NIFA website](#).
2. NIFA OGFPM is offering Smith-Lever, Hatch, 1890 Extension, 1890 Research, McIntire-Stennis, Animal Health Disease Research and RREA grantees the opportunity to participate in the continued pilot by submitting a SF424a budget with budget narrative within their FY 2021 applications.
3. If you are participating in the FY 2021 budget pilot, you are required to provide information on the source of match on the SF424a Section C, along with a description in the accompanying budget narrative. Therefore, you do not need to provide an additional source of match document with your application.
4. As described in the FY 2020, the five percent retirement cap to capacity programs applies to FY 2020 awards and forward; it is NOT retroactive. The authority to pay for the retirement of land-grant college employees is found in 7 USC 331. NIFA's Office of General Counsel has advised based on the language and legislative history associated with 7 U.S.C. 331, Section 331 applies to Acts supplementary to the First Morrill Act and to programs authorized under authorities that specifically provide for the application of section 331. Therefore, the five percent retirement cap applies to Smith-Lever, Smith-Lever special needs, DCPPERA, Hatch, 1890 Extension, 1890 Research, and Animal Health grants. This includes grants in Puerto Rico, US Virgin Islands, Guam, American Samoa, Northern Marianas, and Micronesia. The retirement cap does NOT apply to the following programs: McIntire-Stennis, 1890 Facilities, RREA, EFNEP and Tribal College Endowment.
5. **ezFedGrants** - NIFA will publish the RFA on its website. You will continue to apply through grants.gov and your application will automatically be downloaded into **ezFeds grants**.

TABLE OF CONTENTS

PART I—FUNDING OPPORTUNITY DESCRIPTION.....	5
A. Legislative Authority and Background	5
B. Purpose.....	5
PART II – AWARD INFORMATION	6
A. Available Funding.....	6
B. Type of Application	6
C. Responsible and Ethical Conduct of Research.....	6
PART III—ELIGIBILITY INFORMATION	7
A. Eligible Applicants.....	7
B. Cost Sharing or Matching	7
PART IV—APPLICATION AND SUBMISSION INFORMATION	8
A. Electronic Application Package	8
B. Content and Form of Application Submission.....	9
C. Submission Dates and Times	12
D. Funding Restrictions	13
E. Other Submission Requirements.....	13
PART V—APPLICATION REVIEW REQUIREMENTS	15
A. General.....	15
B. Organizational Management Information	15
PART VI—AWARD ADMINISTRATION	16
A. General.....	16
B. Award Notice	16
C. Administrative and National Policy Requirements	16
D. Responsible and Ethical Conduct of Research.....	16
E. Expected Program Outputs and Reporting Requirements.....	16
PART VII—AGENCY CONTACTS	18
APPENDIX A.....	19

PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

The Hatch Act of 1887 (Public Law 105-185, June 23, 1998; 24 Stat.440, chapter 314) is codified at [7 U.S.C. 361a-i](#) and 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. This enabling legislation has been amended several times, most recently and significantly with the Agricultural Research, Education and Extension Reorganization Act of 1998 (AREERA), which imposed some specific reporting requirements (see Part VI, D.).

State Agricultural Experiment Stations are eligible for funds appropriated under this Act according to the following formula: The previous year's base plus the current year increase as follows: three percent for federal administration, 20 percent equally, 26 percent in an amount which bears the same ratio to the total amount to be allotted as the rural population of the State bears to the total rural population of all the states as determined by the last preceding decennial census; 26 percent in an amount which bears the same ratio to the total amount to be allotted as the farm population of the State bears to the total farm population of all the states as determined by the last preceding decennial census; and 25 percent for the Hatch Multistate Research Fund (which is allocated under a separate formula).

B. Purpose

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. Hatch activities are broad and includes research on all aspects of agriculture, including soil and water conservation and use; plant and animal production, protection, and health; processing, distribution, safety, marketing, and utilization of food and agricultural products; forestry, including range management and range products; multiple use of forest rangelands, and urban forestry; aquaculture; home economics; human nutrition; rural and community development as it relates to agriculture; sustainable agriculture; and molecular biology and biotechnology inasmuch as work can contribute to agricultural advancements. Research may be conducted on problems of local, State, regional, or national concern. The Hatch Act aligns with the following [USDA Strategic Goals](#):

1. Strategic Goal 1: Ensure USDA Programs Are Delivered Efficiently, Effectively, With Integrity and a Focus on Customer Service;
2. Strategic Goal 2: Maximize the Ability of American Agricultural Producers To Prosper by Feeding and Clothing the World;
3. Strategic Goal 3: Promote American Agriculture Products and Exports
4. Strategic Goal 4: Facilitate Rural Prosperity and Economic Development;
5. Strategic Goal 5: Strengthen the Stewardship of Private Lands Through Technology and Research;
6. Strategic Goal 6: Ensure Productive and Sustainable Use of Our National Forest System Lands; and
7. Strategic Goal 7: Provide all Americans Access to a Safe, Nutritious, and Secure Food Supply.

PART II – AWARD INFORMATION

A. Available Funding

Subject to any FY 2021 Continuing Resolution, NIFA will distribute funds to the institutions according to the amounts allocated in FY 2020. NIFA will make adjustments to the allocations for FY 2021 once appropriations are finalized. The amount available for support of this program in FY 2020 was \$183,367,802.

The Automated Standard Applications for Payment System (ASAP), operated by the Department of Treasury's Bureau of the Fiscal Service, will be the payment system for all NIFA grant awards. For more information, see

www.fiscal.treasury.gov/fsservices/gov/pmt/asap/asap_home.htm.

B. Type of Application

In FY 2021, submit applications to the Hatch Act Regular Program as “new” applications.

C. Responsible and Ethical Conduct of Research

In accordance with sections 2, 3, and 8 of 2 CFR Part 422, institutions that conduct USDA-funded extramural research must foster an atmosphere conducive to research integrity, bear primary responsibility for prevention and detection of research misconduct, and maintain and effectively communicate and train their staff regarding policies and procedures. In the event an application to NIFA results in an award, the Authorized Representative (AR) assures, through acceptance of the award that the institution will comply with the above requirements. Award recipients shall, upon request, make available to NIFA the policies, procedures, and documentation to support the conduct of the training.

See [Responsible and Ethical Conduct of Research](#) for further information.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Only authorized representatives on behalf of the State Agricultural Experiment Stations located in the 50 States, the District of Columbia and the Insular Areas in accordance with the Hatch Act of 1887 ([7 U.S.C. 361a-i](#)) may submit applications. Award recipients may subcontract to organizations not eligible to apply provided the subcontracts are necessary for the conduct of the project. Failure to meet an eligibility criterion by the time of application deadline may result in the application being excluded from consideration, or, even though an application may have been reviewed, will preclude NIFA from making an award.

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 and the District of Columbia 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.”

Matching Funds Requirements for Agricultural Research and Extension Capacity Funds at 1890 Land-Grant Institutions, including Central State University, Tuskegee University and West Virginia State University, and at 1862 Land-grant Institutions in Insular Areas are published at 7 CFR 3419. 7 CFR 3419.6 states that “The required matching funds for the capacity programs must be used by an eligible institution for the same purpose as Federal award dollars: Agricultural research and extension activities that have been approved in the plan of work required under sections 1445(c) and 1444(d) of the National Agricultural Research, Extension, and Teaching Policy Act of 1977, section 7 of the Hatch Act of 1887, and section 4 of the Smith-Lever Act. For all programs, tuition dollars and student fees may not be used as matching funds.”

NIFA may consider and approve matching waiver requests of the 50 percent match applicable under this RFA to insular areas and D.C.. 7 CFR 3419.3, Limited Waiver Authority, and 7 CFR 3419.4, applications for waivers for both 1890 land-grant intuitions and 1862 land-grant institutions in insular areas, address the criteria an institution must meet to be granted a waiver as well as the process and supporting documentation required for submitting a waiver. See Part IV, B. 4. for additional instructions about how to request a waiver.

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Electronic Application Package

Submit only electronic applications via Grants.gov to NIFA in response to this RFA. We urge you to submit early to the Grants.gov system. For information about the pre-award phase of the grant lifecycle, see www.grants.gov/web/grants/learn-grants/grants-101/pre-award-phase.html .

New Users of Grants.gov

Prior to preparing an application, we recommend that the project director/principal investigator (PD/PI) first contact an authorized representative (AR, also referred to as Authorized Organizational Representative or AOR¹) to determine if the organization is prepared to submit electronic applications through Grants.gov. If not (e.g., the institution/organization is new to the electronic grant application process through Grants.gov), you must complete the one-time registration process PRIOR to submitting an application. The registration process can take as long as two weeks to complete. It is, therefore, critical to begin the process as soon as possible. To register, the AR should select “Register” in the top right corner of the Grants.gov web page (or go to <http://www.grants.gov/web/grants/register.html>).

Steps to Obtain Application Package Materials

To receive application materials:

1. You must download and install a version of [Adobe Reader](#) compatible with Grants.gov to access, complete, and submit applications. For basic system requirements and download instructions, see <http://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>. Grants.gov has a test package that will help you determine whether your version of Adobe Reader is compatible.

To obtain the application package from Grants.gov, go to <http://www.grants.gov/web/grants/applicants/download-application-package.html> and enter the funding opportunity number:

Funding Opportunity Number: USDA-NIFA-10203-HFPXXXXX-21-0001

in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package. A Grant Application Package is tied to a particular funding opportunity. Applications must be submitted ONLY to the particular funding opportunity to which the Grant Application Package is associated. The application package also contains the “NIFA Grants.gov Application Guide.” This guide contains an

¹ The Authorized Representative (AR) must have the authority to represent and bind the organization for any agreement (i.e., 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).

introduction and general Grants.gov instructions, additional information about the Grants.gov registration process, information about how to use a Grant Application Package in Grants.gov, and instructions on how to complete the application forms.

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

Grants.gov customer support

(800)518-4726 toll-free or (606)545-5035

Business Hours: 24 hours a day, 7 days a week. Closed on [federal holidays](#). Email: support@grants.gov

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

Have the following information available when contacting Grants.gov:

1. Funding opportunity number (FON)
2. Name of the agency to which you are applying
3. Specific area of concern

B. Content and Form of Application Submission

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

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

For any questions related to the preparation of an application, review the NIFA Grants.gov Application Guide and the applicable RFA. If you need further assistance, contact:

- a. Email: capacitygrantquestions@usda.gov
- b. Business hours: Monday - Friday, 7 a.m. - 5 p.m. ET, excluding [federal holidays](#).

Each grant application must contain the following:

1. "Application for Federal Assistance," Form SF-424 R&R Cover Sheet (including SF-424a if participating in the Budget Pilot Program)
2. Key Contacts Form

3. NIFA Supplemental Information Form
4. Attachment Form (including attachments in PDF format)

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

1. SF 424 R&R Cover Sheet

Information related to the questions on this form is available in Part V, 2 of the NIFA Grants.gov Application Guide. The following are additional instructions. Please note new instructions are included below for Field 5. The Organizational Information NIFA has included in Appendix A is based on FY2020 applications received for this program. If your organization intends to submit an application using information other than what appears in Appendix A, please contact us at capacitygrantquestions@usda.gov prior to submitting your application

- a. Field 1. Type of Submission** – Check “Application”
- b. Field 5. Applicant Information**
 1. Enter Legal Name of the Applicant as registered in the System for Awards Management (SAM) which appears in the first column of Appendix A to this RFA.
 2. Enter Organizational DUNS as it appears in SAM and the second column of Appendix A to this RFA.
 3. Enter Department Name of Eligible Recipient, if applicable.
- c. Field 6. Budget** - For participants in the FY 2021 budget pilot, SF 424a Budget. Detailed information related to the information required on the SF 424a Budget form is available in Part V, 7 of the NIFA Grants.gov Application Guide.
- d. Field 8. Type of Application** – Enter “new”
- e. Field 15. Estimated Project Funding** – For item a, enter your institution’s FY 2020 allocation as listed in Appendix A to this RFA.
- f. Field 17. Complete Certification** - See Part V, Section 2.18 of the NIFA Grants.gov Application Guide for the required certifications and assurances (e.g., Prohibition Against Entities Requiring Certain Internal Confidentiality Agreements)

2. Key Contacts Form

Information related to the questions on this form is available in Part VI, 5 of the NIFA Grants.gov Application Guide.

- a. Contact 1 Project Role:** Enter the contact information for the Director.
- b. Contact 2 Project Role:** Enter the contact information for the Director’s designee, if applicable.
- c. Contact 3 Project Role:** Enter the contact information for the Business Office Manager/Administrator for this program.
- d. Contact 4 Project Role:** Enter the contact information for the person responsible for drawdowns.

3. Supplemental Information Form

Information related to the questions on this form is available in Part VI, 1 of the NIFA Grants.gov Application Guide. The following are additional instructions.

- a. **Field 2. Program to which you are applying.** Enter the program code name (i.e., enter “**Hatch Formula Program**”) and the program code (i.e., enter “**HFP**”).
- b. **Field 8. Conflict of Interest List.** Do not attach a conflict of interest list.

4. Attachment Form

Information related to the questions on this form is available in Part VI, 6 of the NIFA Grants.gov Application Guide. The following are additional instructions.

- a. **Felony Convictions or Tax Delinquent Status** - See Part V, Section 4.12. of the NIFA Grants.gov Application Guide for instructions regarding mandatory Felony Convictions or Tax Delinquent Status. For Capacity programs, this mandatory information must be either included as an attached PDF and identified on the Attachment Form or appropriately answered within the “Reps and Certs” section of your SAM.gov registration.
- b. **Matching Requirement-** If matching funds are required as specified under Part III, B. Cost-Sharing or Matching, the matching is an eligibility criterion and you must include the non-federal source documentation with the application. We will consider this documentation when ascertaining final matching requirements or in determining if required matching can be waived. NIFA retains the right to make final determinations regarding matching requirements.

If matching funds are required as specified under Part III, B. Cost-Sharing or Matching, the matching is an eligibility criterion and you must include the non-federal source documentation with the application. We will consider this documentation when ascertaining final matching requirements or in determining if required matching can be waived. NIFA retains the right to make final determinations regarding matching requirements.

The matching documentation is to include the non-federal sources (specify the type of match as third party or cash; the source of match state or non-state, county or non-tax; and the amount of match for each source) and the amount of all match support including support from outside the applicant institution. The match information should be in PDF format (see Part III, Section 3. of the guide for attachment requirements) and included as a separate attachment identified on the Attachment Form. If you are participating in the FY 2021 budget pilot, non-federal funds information will be included as part of the SF 424a budget and accompanying budget narrative. See the NIFA grants.gov application guide for additional information.

Establish the value of applicant contributions in accordance with applicable cost principles. Refer to 2 CFR Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, for further guidance and other requirements relating to matching and allowable costs.

- c. Matching Funds Waiver Request (Optional)-** If your institution is applying for a matching funds waiver, prepare a request in PDF format for inclusion within your submission and identified on the Attachment Form (see Part III, Section 3. of the guide for attachment requirements). The revised Final Rule 3419, published May 11, 2018, contains information on applications for waivers for both 1890 land-grant institutions and 1862 land-grant institutions in insular areas. Include the following elements in the request:
1. a request to waive matching requirements under this RFA that includes the name of the eligible institution and the type of Federal capacity funds (i.e., 1890 research, 1890 extension, Hatch, Smith-Lever);
 2. a statement of the fiscal year(s) for which the waiver is requested;
 3. a statement of the exact dollar amount of waiver being requested by fiscal year and how the amount was computed (by matching fund category);
 4. a statement of why the waiver is requested using the criteria listed in the revised Final Rule 7 CFR 3419.3: impacts from natural disaster, flood, fire, tornado, hurricane, or drought; state and/or institution facing financial crisis; or lack of matching funds after demonstration of good faith efforts to obtain funds;
 5. documentation supporting the need for a waiver. Documentation must be current, within the past two years from the date of the letter requesting the waiver; and
 6. 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. Newspaper articles may be provided as supporting documentation but will not be considered as primary supporting documentation. In requesting the waiver, the institution must consider the availability of all permissible forms of matching in detail.

C. Submission Dates and Times

Instructions for submitting an application are included in Part III of the NIFA Grants.gov Application Guide.

Applications must be received by Grants.gov by **5 p.m. Eastern Time on October 1, 2020**. Applications received after this deadline will normally not be considered for funding.

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

Once NIFA accepts your application, you may check the status of your application in the ezFedGrants portal or by looking in Grants.gov. Please refer to the training tab on the ezFedGrants page to learn how to access [ezFedGrants](#).

If you are not able to validate that NIFA received your application by **October 15, 2020**, contact the Agency Administrative Contact identified in Part VII of this RFA. Failure to do so may result in the application not being processed and funding being held. You should cite your Grants.gov tracking number on all inquiries until an award number is assigned.

D. Funding Restrictions

1. Approved NIFA Hatch Projects

Hatch federal funding must be used on approved Hatch projects including Hatch Multistate Research Funds (HMRF) projects and other allowed activities.

2. Indirect Costs and Tuition Remission

In accordance with section 1473 of NARETPA (7 U.S.C. 3319), indirect costs and tuition remission are unallowable as Hatch formula grant expenditures.

3. Retirement Contributions

Employer contributions to land-grant college retirement systems are limited to 5 percent of that portion of the salaries paid, under this award, to employees who participate in the system (7 U.S.C. 331) and are subject to the other conditions in 7 U.S.C. 331. Note the 5 percent limitation does NOT apply to any state or individual contribution. Contributions of funds under this award may not exceed the contributions from non-Federal sources made by or on behalf of the individual concerned. See Section VI.H.1 of the [NIFA policy guide](#) for additional information.

4. Carryover of Funds

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.

E. Other Submission Requirements

You should follow the submission requirements noted in Part IV, Section 1 of the 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.

Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM) – each applicant (unless excepted under 2 CFR § 25.110(b) or (c), or has an exception approved by the federal awarding agency under 2 CFR § 25.110(d)) is required to:

- a. be registered in SAM before submitting its application;
- b. provide a valid DUNS number in its application; and

- c. continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency.

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

Your SAM registration information determines your organization ID in the ezFedGrants system, and the information must match your ASAP recipient DUNS and EIN.

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

NIFA will review the submitted documents to determine if all program, financial and administrative requirements are met and are current.

B. Organizational Management Information

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

We will provide you the forms to fulfill these requirements as part of the pre-award process. Although an applicant may be eligible, there are factors that may exclude an applicant from receiving federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual involved or a determination an applicant is not responsible based on submitted organizational management information).

PART VI—AWARD ADMINISTRATION

A. General

Within the limit of funds available for such purpose, the NIFA awarding official shall make grants to those responsible, eligible applicants.

B. Award Notice

The notice of federal award is the authorizing document. The award document contains award provisions and other pertinent information. See [Notice of Award](#) for further details.

C. Administrative and National Policy Requirements

Several federal statutes and regulations apply to grant applications and the projects outlined in this RFA (some are listed here: [Federal Regulations](#)). Unless specifically noted by statute or award-specific requirements, [NIFA Policy Guide](#) applies to all NIFA awards.

D. Responsible and Ethical Conduct of Research

Refer to Part II, C for more information.

E. Expected Program Outputs and Reporting Requirements

The FY 2022 Plan of Work (POW) update and the FY 2020 Annual Report of Accomplishments and Results will be due by April 1, 2021. NIFA is building a new integrated reporting portal for research and extension that will affect how the 2020 Annual Report of Accomplishments and Results will be submitted to NIFA. Updated instructions for submitting the 2020 Annual Report to NIFA will be provided at Plan of Work (POW) and REEport Integration. The FY 2022 Plan of Work should be submitted online through the Institutional Profile on the NIFA Reporting Portal.

As of FY 2021, institutions will initiate Extension programs in the new integrated reporting system, which is scheduled for release on September 30, 2020. The new system may be accessed after September 30, 2020 via this link: <https://nifa.usda.gov/plan-work-pow-and-reeport-integration-institutional-profile>. Additional information about the new system and reporting requirements is provided at Plan of Work (POW) and REEport Integration. To sign-up to receive information, schedules, and updates about the POW-REEport Integration Project, send an email message to pow@usda.gov ([link](#) sends e-mail). Insert the following text on the subject line: "Request to Sign Up for POW notifications." You will receive an email confirming your subscription.

For organizations that receive Hatch funding, there are four reporting requirements due prior to December 30, 2021:

1. Fiscal Year (FY) 2022 Plan of Work (POW) update
2. FY 2020 Annual Report of Accomplishments and Results
3. Additional information filed in the Research, Extension, and Education Project Online Reporting Tool (REEport)
4. Federal Financial Report (SF-425)

The FY 2021 POW update and the FY 2020 Annual Report of Accomplishments and Results will be due by April 1, 2021. These reports should be submitted online through NIFA Reporting Portal - <http://portal.nifa.usda.gov/portal>. In addition, information about the POW is available at <https://nifa.usda.gov/tool/pow>.

The additional REEport requirements are completed in the NIFA Reporting Portal <https://portal.nifa.usda.gov/portal>. These include the following:

1. Institutions must submit a REEport Project Initiation, which includes the Project Description, Project Classification, Assurance Form and Project Proposal through the REEport System prior to initiation of each capacity-funded project. The project must undergo a review process and be approved before it is incorporated into the Program of Research.
2. Each institution must submit a REEport Progress Report annually for each eligible project. All Progress Reports are based on the federal fiscal year and must be submitted by March 1, 2021, for the preceding fiscal year.
3. A Final Report must be submitted to NIFA through REEport for each completed or terminated project. Such reports must be submitted at the same time as progress reports on active projects and should include a summary of accomplishments for the entire life of the project.
4. A Project Financial Report must be submitted to NIFA through REEport annually for all eligible projects from the preceding fiscal year. A Project Financial Report is also required for expenditures on all state projects to be included in the non-federal funds and matching funds computation. Reports shall be made on the federal fiscal year basis.
5. Financial reporting via the SF-425, Federal Financial Report for FY 2021 is due within the ezFedGrants portal, no later than Dec. 31, 2021, for the period of performance Oct.1, 2020, through September 30, 2021, and annually thereafter until the award is closed. Information on how to access the ezFedGrants portal can be found under the training on the ezFedGrants page [ezFedGrants \(eFG\) Grants and Agreements System](#).

See [The Hatch Act of 1887-Regular](#) for additional details about annual, final technical, and financial reporting requirements. Instructions for using the REEport system are included on the NIFA web site at [REEport Resources-Land Grant Partners](#).

PART VII—AGENCY CONTACTS

For questions regarding HFP projects/program, please contact:

Dr. Steven I. Smith, National Program Leader
Division of Animal Systems
Institute of Food Production and Sustainability
National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131
E-mail: steven.i.smith@usda.gov or

Vijay Nandula, National Program Leader
Division of Plant Protection
Institute of Food Production and Sustainability National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131
E-mail: vijay.nandula@usda.gov

For administrative questions relating to the completion of the grants.gov forms please contact

Linda Cambron
OGFM/National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131
Telephone: 816-926-6015
Email: capacitygrantquestions@usda.gov

For questions relating to REEport forms and submissions, please contact the Planning, Accountability and Reporting Staff; Email: electronic@usda.gov.

For questions relating to the 5-Year Plan of Work Update or the Annual Report of Accomplishments and Results, contact Planning, Accountability and Reporting Staff; Email: pow@usda.gov.

The USDA NIFA home page for the Hatch Act Regular Program (HFP) is:
<https://nifa.usda.gov/program/hatch-act-1887>.

APPENDIX A

UNITED STATES DEPARTMENT OF AGRICULTURE

National Institute of Food and Agriculture

FY 2020 - Distribution of Funds to the State Agricultural Experiment Stations

Authorized under the Hatch Act, as amended August 11, 1955

Appendix A – Final

Recipient Name	DUNS Number	State	Allocation	Required Match
UNIVERSITY OF ALASKA SYSTEMS GRANTS & CONTRACTS	615245164	AK	\$ 1,124,742	\$ 1,124,742
AUBURN UNIVERSITY	066470972	AL	4,077,803	4,077,803
UNIVERSITY OF ARKANSAS - FAYETTEVILLE ARKANSAS AGRICULTURAL EXPERIMENT STATION	140031639	AR	3,468,867	3,468,867
AMERICAN SAMOA COMMUNITY COLLEGE	854990793	AS	1,623,954	811,977
UNIVERSITY OF ARIZONA GCM CHICAGO	961605172	AZ	1,588,753	1,588,753
REGENTS OF THE UNIVERSITY OF CALIFORNIA, THE DIVISION OF AGRICULTURE AND NATURAL RESOURCES	080668243	CA	4,918,426	4,918,426
COLORADO STATE UNIVERSITY AGRICULTURAL EXPERIMENT STATION	149546160	CO	2,248,561	2,248,561
UNIVERSITY OF CONNECTICUT OFFICE SPONSORED PROGRAMS - STORRS	614209054	CT	830,045	830,045
CONNECTICUT AG EXP STATION-NEW HAVEN	877902333	CT	830,045	830,045
UNIVERSITY OF THE DISTRICT OF COLUMBIA U D C	137460275	DC	797,371	797,371
UNIVERSITY OF DELAWARE	059007500	DE	1,188,926	1,188,926
UNIVERSITY OF FLORIDA DIVISION OF SPONSORED RESEARCH	969663814	FL	3,163,341	3,163,341
UNIVERSITY OF GEORGIA OFFICE FOR SPONSORED PROGRAMS	619003127	GA	4,635,410	4,635,410
UNIVERSITY OF GUAM UOG	779908151	GU	1,663,918	831,959
UNIVERSITY OF HAWAII COLLEGE OF TROPICAL AGRICULTURE & HUMAN RESOURCES	930124792	HI	1,173,206	1,173,206
IOWA STATE UNIVERSITY OF SCIENCE IOWA STATE UNIVERSITY	005309844	IA	5,671,710	5,671,710
UNIVERSITY OF IDAHO UNIVERSITY OF IDAHO	075746271	ID	2,030,954	2,030,954
UNIVERSITY OF ILLINOIS BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS, THE	041544081	IL	5,697,236	5,697,236
PURDUE UNIVERSITY	072051394	IN	5,496,555	5,496,555
KANSAS STATE UNIVERSITY PRE-AWARDS SERVICES	929773554	KS	3,477,258	3,477,258
UNIVERSITY OF KENTUCKY	007400724	KY	5,427,676	5,427,676
LOUISIANA STATE UNIVERSITY SYSTEM LSU AGRICULTURAL CENTER	783201833	LA	3,117,164	3,117,164
UNIVERSITY OF MASSACHUSETTS OFFICE OF GRANT & CONTRACT ADMINISTRATION	153926712	MA	1,937,661	1,937,661

APPENDIX A

**UNITED STATES DEPARTMENT OF AGRICULTURE
National Institute of Food and Agriculture
FY 2020 - Distribution of Funds to the State Agricultural Experiment Stations
Authorized under the Hatch Act, as amended August 11, 1955
Appendix A – Final**

Recipient Name	DUNS Number	State	Allocation	Required Match
UNIVERSITY OF MARYLAND COLLEGE OF AGRICULTURE AND NATURALRESOURCES	837696475	MD	2,328,550	2,328,550
UNIVERSITY OF MAINE SYSTEM RESEARCH & SPONSORED PROGRAM	186875787	ME	1,793,633	1,793,633
MICHIGAN STATE UNIVERSITY	193247145	MI	5,517,905	5,517,905
UNIVERSITY OF MINNESOTA OFFICE SPONSORED PROJECTS	555917996	MN	5,387,382	5,387,382
MISSOURI SYSTEM UNIVERSITY OF CURATORS OF THE UNIVERSITY OF MISSOURI	153890272	MO	5,373,901	5,373,901
NORTHERN MARIANAS COLLEGE	854851201	MP	1,615,850	807,925
MISSISSIPPI STATE UNIVERSITY	075461814	MS	3,935,137	3,935,137
MONTANA STATE UNIVERSITY SYSTEM MONT ST	625447982	MT	1,970,099	1,970,099
NORTH CAROLINA STATE UNIVERSITY	042092122	NC	6,660,111	6,660,111
NORTH DAKOTA STATE UNIVERSITY	803882299	ND	2,264,986	2,264,986
UNIVERSITY OF NEBRASKA BOARD OF REGENTS UNIVERSITY OF NEBRASKA	555456995	NE	3,204,908	3,204,908
UNIVERSITY SYSTEM OF NEW HAMPSHIRE AGRICULTURE EXPERIMENT STATION	781484048	NH	1,443,885	1,443,885
RUTGERS THE STATE UNIVERSITY OF NEW JERSEY RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY	030501568	NJ	1,936,127	1,936,127
NEW MEXICO STATE UNIVERSITY OFFICE OF SPONSORED PROGRAMS	173851965	NM	1,617,529	1,617,529
BOARD OF REGENTS NEVADA SYSTEM OF HIGHER NEVADA AGRICULTURAL EXPERIMENT STATION	962894411	NV	1,119,479	1,119,479
CORNELL UNIVERSITY INC OFFICE OF SPONSORED PROGRAMS	872612445	NY	4,587,376	4,587,376
CORNELL UNIVERSITY INC OFFICE OF SPONSORED PROGRAMS	872612445	NY	509,708	509,708
OHIO STATE UNIVERSITYTHE OHIO AGRICULTURE RESEARCH & DEVELOPMENT CENTER	171605848	OH	6,656,171	6,656,171
OKLAHOMA STATE UNIVERSITY	049987720	OK	3,479,657	3,479,657
OREGON STATE UNIVERSITY	053599908	OR	2,661,076	2,661,076
PENNSYLVANIA STATE UNIVERSITY PENN STATE	003403953	PA	6,269,284	6,269,284
COLLEGE OF MICRONESIA LAND GRANT PR	854812422	PNI	1,708,760	854,380
UNIVERSITY OF PUERTO RICO ESTACION EXPERIMENTAL AGRICOLA	785565735	PR	4,162,898	2,081,449
UNIVERSITY OF RHODE ISLAND CONTROLLERS OFFICE	144017188	RI	1,075,603	1,075,603
CLEMSON UNIVERSITY	042629816	SC	3,472,862	3,472,862

APPENDIX A

**UNITED STATES DEPARTMENT OF AGRICULTURE
National Institute of Food and Agriculture
FY 2020 - Distribution of Funds to the State Agricultural Experiment Stations
Authorized under the Hatch Act, as amended August 11, 1955
Appendix A – Final**

Recipient Name	DUNS Number	State	Allocation	Required Match
SOUTH DAKOTA STATE UNIVERSITY	929929743	SD	2,442,226	2,442,226
UNIVERSITY OF TENNESSEE TENNESSEE AGRICULTURE EXPERIEN	133891015	TN	5,161,268	5,161,268
TEXAS A M AGRILIFE RESEARCH	847205713	TX	7,499,269	7,499,269
UTAH STATE UNIVERSITY USU	072983455	UT	1,409,381	1,409,381
VIRGINIA POLYTECHNIC INSTITUTE ANDSTATE UNIVERSITY VIRGINIA TECH	003137015	VA	4,383,522	4,383,522
UNIVERSITY OF THE VIRGIN ISLANDS	090003765	VI	1,638,241	819,121
UNIVERSITY OF VERMONT & ST AGRIC COLLEGE UNIVERSITY OF VERMONT	066811191	VT	1,495,371	1,495,371
WASHINGTON STATE UNIVERSITY WSU EXTENSION AND CAHNRS	959235664	WA	2,892,985	2,892,985
UNIVERSITY OF WISCONSIN SYSTEM RESEARCH AND	161202122	WI	5,462,556	5,462,556
WEST VIRGINIA UNIVERSITY	929332658	WV	2,682,305	2,682,305
UNIVERSITY OF WYOMING SPONSORED PROGRAMS	069690956	WY	1,358,219	1,358,219
Total Payment to State			\$ 183,367,802	\$ 177,160,992
Federal Administration			5,726,136	
Small Business Set-Aside			6,061,746	
Total Appropriation			\$ 195,155,684	