

APPLICATION DEADLINES:

FY 2019: May 16, 2019

FY 2020: February 13, 2020

Get the RFA <https://nifa.usda.gov/sites/default/files/rfa/BFRDP-RFA-FY19-FY20.pdf>

Q: What are the criteria for a large standard project versus a small standard project?

A: The criteria are the same, but the scope should be commensurate with the size of the award.

Q: Are conservation districts eligible?

A: Yes.

Q: Are women included in BFRDP's definition of "socially disadvantaged"?

A: Yes.

Q: Can a university partner be the fiscal agent?

A: Yes

Q: Does our grant have to be for a completely different type of program than our last grant, or can it be a continuation of the current program?

A: It can be a continuation, but the application should demonstrate that the project will make notable improvements and advancements over the prior grant.

Q: Can you please address how the logic model integrates into the narrative?

A: A logic model is an evaluation tool depicted in a graphical format to identify performance measures. The model links the problem (situation) to the intervention (inputs and outputs) and the impact (outcome). It helps to identify partnerships critical to enhancing performance. Elements of the logic model consist of the situation, inputs, outputs, and outcomes.

Q: Could you go over the page breakdown again from the 16 listed in the RFP? Where do we add the additional 2 pages?

A: There are now 18 pages in the project narrative. The extra pages are to allow you to include a logic model in your project narrative.

Q: Please tell us more about how to disseminate results. Typically extension-based projects have workshops/written material/ videos, etc. Is this what is meant or something different?

A: Yes, although innovative approaches are always welcome and encouraged. Dissemination could include making presentation of findings in workshops, conferences, publications, meetings, and one-on-one.

Q: Please confirm that NGOs are exempt from providing a match.

A: NGOs are not exempt from providing a match, although all applicants may request a waiver if they are providing services to an underserved population or area.

Q: Can you speak more specifically about how you would like us to demonstrate farmer consultation in creation and implementation of the project? Letters of support from farmers, developing an Advisory Committee of farmers? What else?

A: In addition to letters of support from farmers and developing farmer advisory committees, farmers' input on stakeholder needs, and developing strategies for resolving societal challenges are important contributions by farmers towards creating and sustaining farmers and ranchers.

Q: Can the Logic Model be an attachment, or is it included in the 18 pages?

A: Yes, the logic model is included in the 18 pages.

Q: Are projects that primarily serve veterans eligible for the waiver of match?

A: Yes.

Q: On pg. 30 of the RFP, it states "By Law, Research proposals will not be accepted for review under BFRDP." Can there be hybrid proposals that include on-farm research trials and outreach?

A: No, although you should consider applying to the Agricultural Food and Research Initiative's Small and Medium Sized Farm program if you want to pursue an integrated research, education, and extension project on beginning farmers and ranchers. **You certainly can carry out demonstrations under this program, but not research.**

Q: We have a current BFRDP grant. Do we have to wait until it has ended to apply for a new one?

A: If the BFRDP grant was funded for less than three years, you can apply for a no-cost extension. If it was funded for three years, you can apply for a new BFRDP grant in your last year of project funding, or upon project termination.

Q: Do we have to serve a minimum percentage of underserved populations to receive the waiver? Can we apply for the match waiver prior to submitting an application?

A: You do not have to serve a minimum percentage, but if your project serves a significant number of beginning farmers and ranchers that do not coincide with an underserved group or area then you may want to consider applying for a partial waiver corresponding to the population or area that is underserved in your target population.

1. You do not have to serve a minimum percentage of underserved population to receive a waiver.

2. You cannot apply for the match waiver prior to submitting an application. Under budget justification of your application, Enter a *statement such as the following:

"This applicant plans to increase the number, success and sustainability of beginning farmers and ranchers in underserved population or area in the United States, and hereby requests a match waiver"

If you are serving an underserved population or area, your request will be approved. If you are not serving an underserved population or area, and your application is recommended for funding, you will be asked to provide a match prior to an award being made.

In requesting a match waiver, please enter a statement as shared above under budget justification. Please do not send a letter requesting a match waiver. A statement under budget justification is very adequate.

Q: Is it okay to apply for the large size grant, but request an amount that is less than \$200,000? Or do we need to apply for exactly \$200,000 per year?

A: Yes, it can be less. The \$200,000 is a cap.

Q: So the page limit of 18 becomes 20 if we have the additional responses, correct? (Reapplication Response to Previous Review)

A: Yes.

Q: May we have a link to the slides on indirect costs:

A: <https://nifa.usda.gov/indirect-costs>

Q: Are no-cost extensions allowable for BFRDP?

A: No, unless you requested funding for less than the three maximum years. The legislation forbids us from extending past the three years of the grant award.

Q: If we need to swap out a Consultant or Subcontractor because that Consultant or subcontractor is no longer available (went out of business), but we will spend the same amount on this replacement Consultant, do we need to let you know and submit anything?

A: No, unless that consultant or contractor's work varies notably from the prior contractor. We do appreciate it if you inform us when you do this on your annual reports.

Q: Does the documentation associated with each subcontract, i.e., letter of commitment, statement of work, budget, and budget narrative; have to be submitted at the time of application in May 2019, or only after the BFRDP grant application has been approved for funding?

A: At the time of application.

Q: I don't see the Documentation of Nonprofit status listed as a required attachment. Should we include it?

A: Yes

Q: What is the anticipated start date for funded projects?

A: September 15.

Q: Are the verification of the match and the table of contents included in the 18 pages allowed for the project narrative?

A: No, they are not part of the project narrative.

Q: The Statement of Work requirement for subcontractors is not discussed in the RFA. Is it a separate attachment or part of the narrative?

A: The SOW is a separate attachment.

Q: Are there any problems or benefits in selecting FY 2019 or FY 2020 for first-time applicants?

A: Setting aside the limited time left to apply for the FY 2019 grant, there are no problems or benefits to applying to either grant cycle. Keep in mind that if you are not funded in the first grant cycle, you will have comments from reviewers that may help you improve your proposal if you choose to submit for the second grant cycle.

Q: If you received a grant which started 8/1/17 to 7/31/20, are we eligible for applying to this RFA?

A: You are discouraged from applying for 2019 but are able to apply for 2020

Q: If we are including a request for a waiver of match in the budget narrative, do we still need to include match in our project budget in case the waiver is denied?

A: No, you do not need to include a match in your project budget. You can only request a match waiver if you are serving an underserved population or area. If you are not serving an underserved population or area, you should submit a 25% match at the time of application submission.

Q: Do we need to include the documents in the NIFA Guidelines for Facilities and Equipment?

A: Yes.

Q: When will the RFA for 2020 be available, since the RFA states that applications for FY 2020 funding cycle must be received by 5 p.m. Eastern Time on February 13, 2020?

A: This is also the RFA for FY 2020. However, we will update the BFRDP website by December 2, if there are any additional instructions or changes to the RFA.

Q: What is the opportunity package ID # to download the electronic application?

A: USDA-NIFA-BFR-006742. If you need a package number, it is PKG00249705.

Q: Under the simplified standard grant, what does it mean when the RFA says to apply for funds less than \$50,000?

A: It means that applicants should not apply for exactly \$50,000 if they wish to be considered under the simplified standard grant category. The requested amount must be less than \$50,000. It can be \$49,999 but not exactly \$50,000. Any applicant requesting \$50,000 and indicates that it is a simplified standard grant proposal, that proposal will not be rejected, but it will be reviewed under the small standard grant proposal category.

Q: Which applicants have priority of being funded under the simplified standard grant applications?

A: Applicants with limited capacities to enhance their portfolios in their abilities to create and sustain beginning farmers and ranchers”.

Q: The maximum federally requested funding is \$200,000/year, but with match a total project's cost can be above that. Is this correct?

A: Correct, \$200,000 plus 25% match.

Q: Can indirect costs count toward the 25% match?

A: Unrecovered indirect costs can count as match. In order to claim indirect costs, there must be an indirect cost agreement.

Q: Can the match be in-kind?

A: Yes, the match can be case, in-kind, or third party.

Q: Is there a cap on indirect costs?

A: 10% of Total Federal Funds (in the BFRDP program). **Recipient organization must have an approved negotiated rate to qualify for indirect costs.**

Q: Does the 10% cap on indirect costs mean 10% of direct costs or 10% of total costs (like SARE, which works out to 11.11% of direct costs)?

A: 10% of Total Federal Funds Recipient organization must have an approved negotiated rate to qualify for indirect costs

Q: What is required for the statement of work?

A: A Statement of Work is a document used in a project and contract management. It covers the working agreement between two parties: the client, buyer, or government entity, and the agency, vendor, or contractor. A statement of work would normally include:

- Scope of work
- Project objectives
- Schedule
- Tasks
- Deliverables
- Payment of the project
- Expected outcomes
- Certain terms, conditions and requirements

Q: You mentioned that an organization would need to submit 2 years of financial statements if we are a new applicant. We received two BFRDP's through our fiscal sponsor but have now become an independent 501c3. Shall we submit the financial statements of our previous fiscal sponsor? Or are we not eligible for an award?

A: We will send you a letter upon receiving your award in AMD, which will outline for you everything you will need to submit. Your specialist will work with you on your specifics.

Q: Is there any guidance on budgeting someone as a consultant vs. a subcontractor? For projects that have both consultants and sub-contractors, you mentioned that a consultant is an expert, and a subcontractor is someone that is "helping to do the work".. the 50% needing a budget, etc would only apply to subcontracts ONLY and not consultants?

A: As the recipient of a federal grant who is sub-contracting to another party, you have the responsibility to monitor your subcontractor or consultant. You need a letter of commitment, scope of work, and budget from them. You also need to monitor them in order to make sure the funds they receive are being used correctly. (That 50% reference is a guideline as to whether you have to submit that paperwork to us in the Awards Management Division.)

In general, a sub-contractor is someone who is working on the objectives of the project. A consultant provides a service or expert advice. For example, another university team might be sub-contractors as they complete some of the experimentation, while a contractor might be hired to do a survey of participants or build a web-site, etc.