



United States
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Agriculture

National Institute
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and Agriculture



BIOENERGY, CLIMATE,
AND ENVIRONMENT



FOOD PRODUCTION
AND SUSTAINABILITY



YOUTH, FAMILY,
AND COMMUNITY



FOOD SAFETY
AND NUTRITION



INTERNATIONAL
PROGRAMS



USDA NIFA

NATIONAL INSTITUTE OF FOOD AND AGRICULTURE



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New EFNEP Coordinators

April 16, 2015

(revised April 1, 2016)

Stephanie M. Blake
Program Coordinator
USDA-NIFA



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Key Resources

NIFA Website



- **Includes:**
 - Program Overview
 - Policy Documents
 - Request for Applications (RFAs)
 - Impact Reports
 - Coordinator Directory
- **Available:**
www.nifa.usda.gov/efnep

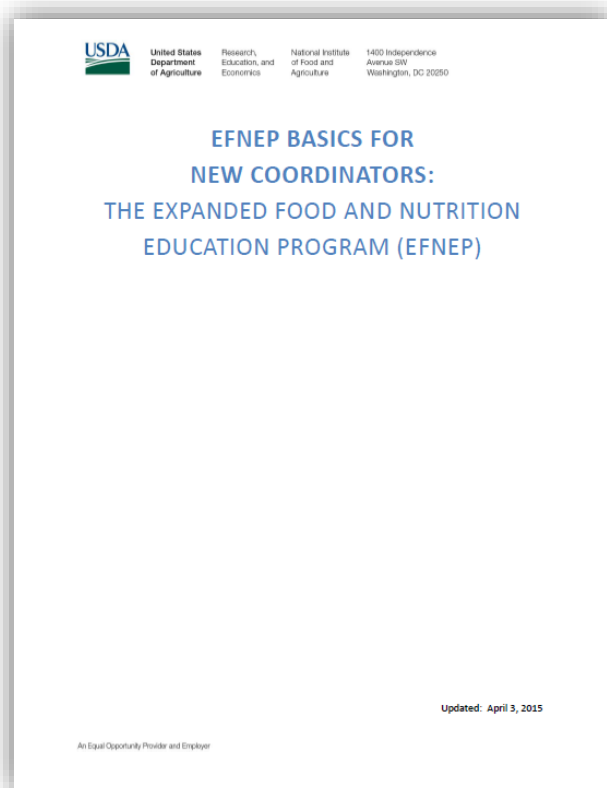


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Key Resources

New Coordinator Guide



- **Includes:**
 - General Overview
 - Reporting Requirements
 - Communication Channels
 - Other Important Info
- **Available:**
www.nifa.usda.gov/efnep

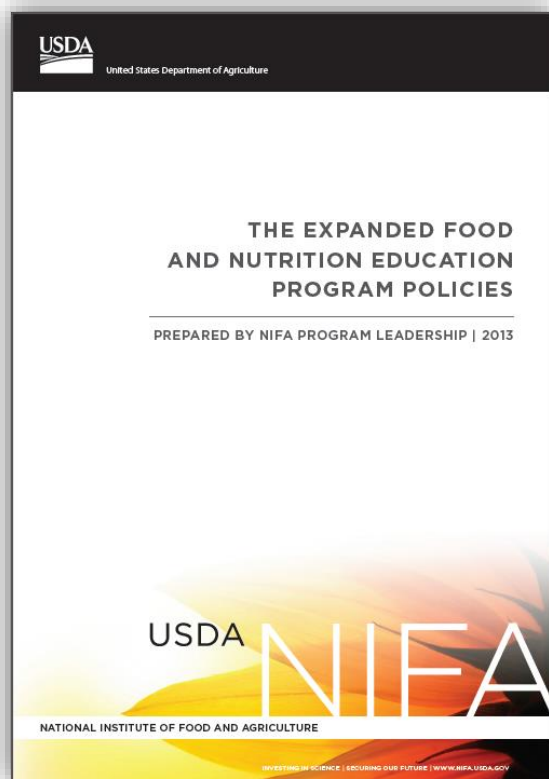


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Key Resources

Program Policy Document



- **Includes:**
 - Program Background
 - Legislation
 - Overview of Program Characteristics
 - Program Specifics
- **Available:**
www.nifa.usda.gov/efnep

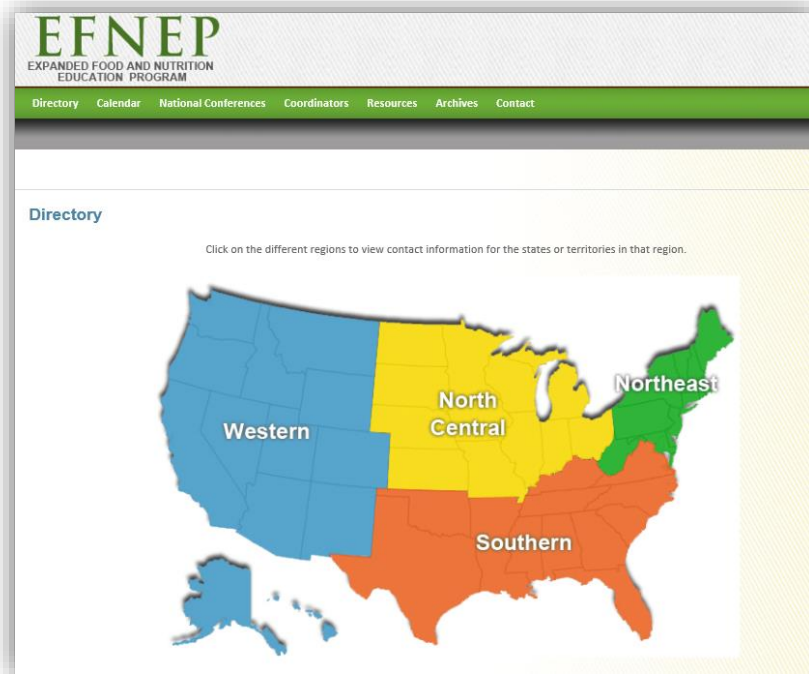


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Key Resources

efnep.org Website



- **Includes:**
 - Evaluation Form Examples
 - Conference Presentations
 - Other University Developed Resources
- **Available:** www.efnep.org

Understanding Your Role

Program Supervision

- Staff & Volunteers
- Accountability for Funds
- Program Quality and Integrity
- Shared Understanding

Understanding Your Role

Engagement

UNIVERSITY	REGIONAL	NATIONAL
Site Visits	Monthly/Quarterly Calls	Annual Conference
Trainings/Conferences	? – Conferences	Trainings/Calls
Interaction with Supervisors	? – Trainings	Committees
Interaction with Stakeholders/Partners	? – Committees	

Understanding Your Role

Engagement

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Understanding Your Role

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Understanding Your Role

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Understanding Your Role

Strategic Planning

- Program Location
- Target Audience
- Priorities
- Partnerships & Working Relationships

Reporting Requirements

- <http://nifa.usda.gov/efnep-reporting-requirements>

Understanding Your Role

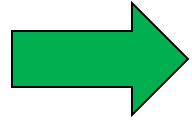
Reporting Requirements

EFNEP Reporting Requirement	Due Date	Where to Submit	Other Details
Capacity Request for Application (RFA)	30 days after the RFA is posted*	Grants.gov	
Annual Update (AU)/5-Year Plan	July 1 st	WebNEERS	<u>Annual Update</u> : due every year except years 5-Year Plans are due <u>5-Year Plan</u> : due every 5 years – e.g., 2016, 2021, etc.
Budget Sheet & Budget Justification	45 days after the EFNEP final allocations are published*	WebNEERS	
WebNEERS Year End Data	Nov 1 st	WebNEERS	

**Actual due dates vary from year to year. Due dates are not available until the Federal budget is approved and the final EFNEP allocation amounts for each university are calculated. They are announced over the [listservs](#).*

Understanding Your Role

Reporting Requirements

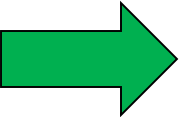


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Understanding Your Role

Reporting Requirements



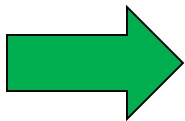
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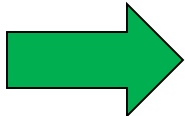


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Understanding Your Role

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Program Policy

Are the following
Policies/Program
Guidelines Defined
Federally or by
Universities?



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Program Policy

PARAPROFESSIONAL STAFF



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Program Policy

PARAPROFESSIONAL STAFF

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Federal



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Program Policy

CORE FOCUS AREAS



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CORE FOCUS AREAS

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Federal



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Program Policy

CURRICULA



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CURRICULA

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University



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Program Policy

TARGET AUDIENCE



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TARGET AUDIENCE

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TARGET AUDIENCE

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Federal

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Program Policy

PROGRAM DURATION



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PROGRAM DURATION

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University



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CASELOAD



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CASELOAD

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University



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Program Policy

USE OF FUNDS



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Program Policy

USE OF FUNDS

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Federal

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University



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Program Policy

Other Items you have Questions About?



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Demonstration: NIFA Website & WebNEERS

NIFA Website: www.nifa.usda.gov/efnep

WebNEERS: www.webneers.net



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Questions?





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