Capacity and Infrastructure Program (CIP)

Part (a) of the Continuing Animal Health and Disease, Food Security, and Stewardship Research, Education and Extension Program

[Formerly the CONTINUING ANIMAL HEALTH AND DISEASE RESEARCH PROGRAM]

FY 2015 Request for Application

APPLICATION DEADLINE: April 20, 2015
NATIONAL INSTITUTE OF FOOD AND AGRICULTURE; U.S. DEPARTMENT OF AGRICULTURE

PART (a) CAPACITY AND INFRASTRUCTURE PROGRAM (CIP) of the CONTINUING ANIMAL HEALTH AND DISEASE, FOOD SECURITY, AND STEWARDSHIP RESEARCH, EDUCATION AND EXTENSION PROGRAMS (CAHDFSSREEP).

[Formerly the CONTINUING ANIMAL HEALTH AND DISEASE RESEARCH (AHDR) PROGRAM]

INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under 10.207.

DATES: Applications must be received by 5:00 p.m. Eastern Time on April 20, 2015. Comments regarding this request for applications (RFA) are requested within 6 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 your comments about this RFA. We will consider the comments when we develop the next RFA for the program, if applicable, and we’ll use them 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)). Submit written stakeholder comments by the deadline set forth in the DATES portion of this Notice to: policy@nifa.usda.gov. (This e-mail 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 Animal Health and Disease Research Program RFA.

EXECUTIVE SUMMARY: NIFA requests applications for Part (a), Capacity and Infrastructure Program (CIP), of the Continuing Animal Health and Disease, Food Security, and Stewardship Research, Education and Extension Programs (AHDFSSREEP); formerly known as the Continuing Animal Health and Disease Research Program (AHDR Sec. 1433) for fiscal year (FY) 2015 to assist all states in carrying out a program of research activities designed (1) to meet expenses of conducting animal health and disease research, publishing and disseminating the results of such research, and contributing to the retirement of employees subject to the provisions of the Act of March 4, 1940 (54 Stat. 39–40, as amended; 7 U.S.C. 331); (2) for administrative planning and direction; and (3) to purchase equipment and supplies necessary for conducting such research. The amount available for NIFA support of this program in FY 2015 is approximately $4 million. Funds are to be distributed through grants to the institutions on a quarterly basis. The specific distributions are included in Appendix A of this RFA. In FY 2015, subject to the availability of funds and the applicant having met the previous year’s reporting requirements, quarterly payments will be issued.

This notice identifies the objectives for CIP project/program, the eligibility criteria for projects/program and applicants, and the application forms and associated instructions needed to apply for a CIP grant.
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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

Section 1433 of the National Agricultural Research, Extension, and Teaching Policy Act Of 1977, enacted as Title XIV of P. L. 95–113 (The Food and Agriculture Act of 1977) on Sept. 29, 1977 is historically known as the Continuing Animal Health and Disease Research (AHDR) Program. However, the Agricultural Act of 2014 amended and expanded this authority to provide for two sub-programs under an overarching Section 1433 program authority retitled: “Continuing Animal Health And Disease, Food Security, And Stewardship Research, Education And Extension Programs” (CAHDFSSREEP).

The first (Part (a)) of the two Section 1433 sub-programs defined in this expanded authority retains all the language contained in the original AHDR program authority, and renames the Part (a) sub-program as the “Capacity and Infrastructure Program” (CIP). Section 1433(a) provides the basis for Federal funding for research activities into animal health and diseases at accredited schools or colleges of veterinary medicine, or agricultural experiment stations, that conduct animal health and disease research.

The second, and newly authorized, Section 1433 sub-program is named in Part (b) as Competitive Grant Program (CGP). This sub-program was not funded under the enacted FY-2015 Federal Budget and is therefore not implemented by NIFA this year.

States are eligible for funds appropriated under this Act according to the following formula: One half of the State allotment will be distributed among the States in the proportion that the value of and income to producers from domestic livestock, poultry, and commercial aquaculture species in each State bears to the total value of and income to producers from domestic livestock, poultry, and commercial aquaculture species in all the States, based on the most current inventory of all cattle, sheep, swine, horses, poultry, and commercial aquaculture species published by the Department of Agriculture. The remainder of the State allotment will be distributed among the States in the proportion that the animal health research capacity of the eligible institutions in each State bears to the total animal health research capacity in all the States, as determined by NIFA.

The USDA NIFA home page for AHDR-1433 (now renamed CIP-1433) is: http://nifa.usda.gov/program/animal-health-research-and-disease-program. The historical acronym for this program (AHDR-1433) will be updated to the new name in USDA archived documents and guidance in due course. Until all such updates are accomplished. AHDR and CIP may be used interchangeably.

B. Purpose

The purpose of this funding is to increase animal health and disease research activities at accredited public or private veterinary schools or colleges, or state agricultural experiment stations, that conduct animal health and disease research.
The AHDR-Sec1433 Program is aligned with the USDA Research, Education and Economics Action Plan http://www.ree.usda.gov/ree/news/USDA_REE_Action_Plan_03-2014.pdf, and specifically addresses Goals 1B, agricultural Animal Health. AHDR is aligned with the NIFA strategic plan (http://nifa.usda.gov/about/pdfs/strat_plan_2014.pdf) sub-goal 1.1, improving global food security, and sub-goal 1.6: Reduce the incidence of food-borne illness and provide a safer food supply, because healthy livestock produce healthy food. USDA Strategic Plan (http://www.usda.gov/documents/usda-strategic-plan-fy-2014-2018.pdf) Goal 4 (Objective 4.4), to protect agricultural health by minimizing diseases, is directly addressed because controlling and preventing disease in livestock is the principal focus of this program.
PART II—AWARD INFORMATION

A. Available Funding

Subject to the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235), funds will be distributed to the institutions on a quarterly basis. The amount available for support of this program in FY 2015 is $4,000,000.

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 Bureau of the Fiscal Service, as the payment system for funds. For more information see http://fms.treas.gov/index1.html.

B. Type of Application

In FY 2015, submit applications to the AHDR (CIP) Program as a “new” application

C. Responsible and Ethical Conduct of Research

The responsible and ethical conduct of research (RCR) is critical for excellence, as well as public trust, in science and engineering. Consequently, we consider education in RCR essential to the preparation of future scientists. 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. Per award terms and conditions, grant recipients shall, upon request, make available to NIFA, the policies, procedures, and documentation to support the conduct of the training.

Note that the training referred to herein shall be either on-campus or off-campus training. The general content of the ethics training will, at a minimum, emphasize three key areas of research ethics: authorship and plagiarism, data and research integration, and reporting misconduct. Each institution will be responsible for developing its own training system, as schools will need flexibility to develop training tailored to their specific student needs. Grantees should consider the Collaborative Institutional Training Initiative (CITI) program for RCR (https://www.citiprogram.org/rcrpage.asp). Typically this RCR education addresses the topics of: Data Acquisition and Management - collection, accuracy, security, access; Authorship and Publication; Peer Review; Mentor/Trainee Responsibilities; Collaboration; Conflict of Interest; Research Misconduct; Human Subject Research; and Use of Animals in Research.
PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Applications may only be submitted by an accredited school or college of veterinary medicine or a State agricultural experiment station that conducts animal health and disease research in accordance with NARETPA section 1433(c): Auburn University, Agricultural Experiment Station; Auburn University, School of Veterinary Medicine; Tuskegee University, School of Veterinary Medicine; University of Alaska, Agricultural Experiment Station; University of Arizona, Agricultural Experiment Station; University of Arkansas, Agricultural Experiment Station; University of California-Oakland, Agricultural Experiment Station; University of California-Davis, School of Veterinary Medicine; Western University of Health Sciences, College of Veterinary Medicine; Colorado State University, Agricultural Experiment Station and College of Veterinary Medicine; University of Connecticut-Storrs, Agricultural Experiment Station; University of Delaware, Agricultural Experiment Station; University of Florida, Agricultural Experiment Station; University of Georgia, Agricultural Experiment Station; University of Georgia, College of Veterinary Medicine; University of Hawaii, Agricultural Experiment Station; University of Idaho, Agricultural Experiment Station; University of Illinois, Agricultural Experiment Station and College of Veterinary Medicine; Purdue University, Agricultural Experiment Station and College of Veterinary Medicine; Iowa State University, Agricultural and Home Economics Experiment Station; Iowa State University, College of Veterinary Medicine; Kansas State University, Agricultural Experiment Station and College of Veterinary Medicine; University of Kentucky, Agricultural Experiment Station; Louisiana State University, Agricultural Experiment Station; Louisiana State University, College of Veterinary Medicine; University of Maine, Agricultural Experiment Station; University of Maryland, Agricultural Experiment Station; University of Massachusetts, Agricultural Experiment Station; Tufts University, School of Veterinary Medicine; Michigan State University, Agricultural Experiment Station and College of Veterinary Medicine; University of Minnesota, Agricultural Experiment Station; University of Minnesota, College of Veterinary Medicine; Mississippi State University, Agricultural and Forestry Experiment Station and College of Veterinary Medicine; University of Missouri, Agricultural Experiment Station; University of Missouri, College of Veterinary Medicine; Montana State University, Agricultural Experiment Station; University of Nebraska, Agricultural Experiment Station; University of Nevada, Agricultural Experiment Station; University of New Hampshire, Agricultural Experiment Station; Rutgers University, Agricultural Experiment Station; New Mexico State University, Agricultural Experiment Station; Cornell University, Agricultural Experiment Station; Cornell University, College of Veterinary Medicine; North Carolina State University, Agricultural Experiment Station; North Carolina State University, College of Veterinary Medicine; North Dakota State University, Agricultural Experiment Station; Ohio State University, Ohio Agricultural Research & Development Center; Ohio State University, College of Veterinary Medicine; Oklahoma State University, Agricultural Experiment Station and College of Veterinary Medicine; Oregon State University, Agricultural Experiment Station; Pennsylvania State University, Agricultural Experiment Station; University of Pennsylvania, College of Veterinary Medicine; University of Puerto Rico, Agricultural Experiment Station; University of Rhode Island, Agricultural Experiment Station; Clemson University, Agricultural Experiment Station; South Dakota State University, Agricultural
Award recipients may subcontract to organizations not eligible to apply provided such organizations 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 be reviewed, will preclude NIFA from making an award.

**B. Cost Sharing or Matching**

7 U.S.C. 3200 provides that “No funds in excess of $100,000 … shall be paid by the Federal Government to any State under this subchapter during any fiscal year in excess of the amount from non-Federal sources made available to and budgeted for expenditure by eligible institutions in the State during the same fiscal year for animal health and disease research (capacity and infrastructure). The Secretary is authorized to make such payments in excess of $100,000 on the certificate of the appropriate official of the eligible institution having charge of the animal health and disease research for which such payments are to be made. If any eligible institution certified for receipt of matching funds fails to make available and budget for expenditure for animal health and disease research in any fiscal year sums at least equal to the amount for which it is certified, the difference between the Federal matching funds available and the funds made available to and budgeted for expenditure by the eligible institution shall be reapportioned by the Secretary among other eligible institutions of the same State, if there are any which qualify therefore, and, if there are none, the Secretary shall reapportion such difference among the other States.”
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. We urge you to submit early to the Grants.gov system. For an overview of the Grants.gov application process see http://www.grants.gov/web/grants/applicants/grant-application-process.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 AOR)1 (see B.,1.,d. of this Part 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), then you must complete the one-time registration process PRIOR to submitting an application. It can take as long as 2 weeks to complete the registration process so it is critical to begin as soon as possible. In such situations, the AR should go to “Register” in the top right corner of the Grants.gov web page (or go to http://www.grants.gov/web/grants/register.html) for information on registering the institution/organization with Grants.gov. 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

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/support/technical-support/software/adobe-reader-compatibility.html. Grants.gov has a test package that will help you determination whether your current version of Adobe Reader is compatible.

2. To obtain the application package from Grants.gov, go to http://www.grants.gov/web/grants/applicants/apply-for-grants.html. Under Step 1 click on “Download a Grant Application Package,” and enter the funding opportunity number USDA-NIFA-AHFP-004995 in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package.

The application package contains the “NIFA Grants.gov Application Guide.” This guide contains an introduction and general Grants.gov instructions, information about how to use a

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1The 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).
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 ([http://www.grants.gov/web/grants/applicants/applicant-resources.html](http://www.grants.gov/web/grants/applicants/applicant-resources.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: Top 10 requested help topics (FAQs), searchable knowledge base, self-service ticketing and ticket status, and live web chat (available 7 am - 9 p.m. ET). Get help now!

Have the following information available when contacting Grants.gov:

- Funding opportunity number (FON)
- Name of agency to which you are applying
- 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 is additional information needed 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., 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 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 a.m. – 5 p.m. ET, excluding federal holidays.

Each grant application must contain a(n):
• “Application for Federal Assistance,” Form SF-424 R&R Cover Sheet
• Key Contacts Form.
• NIFA Supplemental Information Form.

The following is an optional form:
• Attachment Form

The NIFA Grants.gov Application Guide includes instructions for additional forms that are 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 dealt with in detail in Part V, 2. of the NIFA Grants.gov Application Guide. The following are additional instructions.
   a. Field 1. Type of Submission – Check “application.”
   b. Field 8. Type of Application – Enter “new.”
   c. Field 15. Estimated Project Funding – For item a. enter your institution’s FY 2014 allocation as listed in Appendix A to this announcement.

2. Key Contacts Form
   Information related to the questions on this form is dealt with in detail in Part VI, 4. of the NIFA Grants.gov Application Guide.
   a. Contact 1 Project Role: Enter the contact information for the Dean or Director.
   b. Contact 2 Project Role: Enter the contact information for the Dean’s or Director’s designee, if applicable.
   c. Contact 3 Project Role: Enter the contact information for the Business Office Manager/Administrator.
   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 dealt with in detail 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 “Animal Health Formula - AHF”) and the program code (i.e., enter “Animal Health Formula - AHF”).
   b. Field 8. Conflict of Interest List. Do not attach a conflict of interest list.
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 5:00 p.m. Eastern Time on April 20, 2015. Applications received after this deadline will normally not be considered for funding.

If you have 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.

We send email correspondence to the AR regarding the status of submitted applications. Therefore, we strongly encourage applicants 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, contact the Agency 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 processed and funding being held. Once the application has been assigned a proposal number, you should cite this number on all future correspondence.
D. Funding Restrictions

1. Approved NIFA AHDR Projects
   AHDR federal funding may only be used on AHDR approved projects.

2. Indirect Costs and Tuition Remission
   In accordance with section 1473 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (7 U.S.C. 3319), indirect costs and tuition remission are unallowable as AHDR formula grant expenditures.

3. Matching
   See Part III, B. for additional information.

4. Carryover of Funds
   AHDR funds are expected to be fully expended in the fiscal year of appropriation; however, funds may be carried over for up to one additional year. Please note there is no limitation on the amount of Federal funds that may be carried over for this one additional fiscal year. No prior approval from NIFA is required. Since this limitation is legislatively mandated, NIFA is not authorized to grant any carry-over requests beyond this one additional year.

E. Other Submission Requirements

You should follow the submission requirements noted in Part IV, Section 1.9 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.

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

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

B. 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. This requirement is 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. We will provide you forms for use in fulfilling these requirements as part of the preaward 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 that an applicant is not responsible based on submitted organizational management information).
PART VI—AWARD ADMINISTRATION

A. General

All current program and administrative requirements must be met by the eligible institution, before funding will be released. The Capacity Branch, Awards Management Division, OGFM, will notify the institutions when all requirements have been met or approved.

Within the limit of funds available for such purpose, the NIFA awarding official shall make grants to those responsible, eligible applicants. All funds granted by NIFA under this RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable federal cost principles, and USDA assistance regulations (parts 3015 and 3019 of 7 CFR).

B. Award Notice

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

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 and the Federal Agency Identification Number assigned by NIFA;
5. Project period, specifying the amount of time NIFA intends to support the project;
6. Total amount of financial assistance approved for the award;
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, the ones listed below. 2 CFR Part 25, “Universal Identifier and Central Contractor Registration”
2 CFR Part 170, “Reporting Subaward and Executive Compensation Information”

2 CFR Part 175, “Award Term for Trafficking in Persons”

2 CFR Part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)”

2 CFR Part 182, “Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)”

2 CFR Part 200, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”

2 CFR Part 400, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”

2 CFR Part 415, “General Program Administrative Regulations”

2 CFR Part 416, “General Program Administrative Regulations for Grants Cooperative Agreements to State and Local Governments”

2 CFR Part 417, “Nonprocurement Debarment and Suspension”


2 CFR Part 421, “Requirements for Drug-Free Workplace (Financial Assistance)


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


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

NIFA Federal Assistance Policy Guide—a compendium of basic NIFA policies and procedures that apply to all NIFA awards, unless there are statutory, regulatory, or award-specific requirements to the contrary.

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).

Responsible and Ethical Conduct of Research

Please refer to Part II, C. for more information.

Research Misconduct

All research awards issued by NIFA are subject to 7 CFR 3022, “USDA Research Misconduct Regulations for Extramural Research,” (75 FR 49357); USDA’s implementation of the Federal Policy on Research Misconduct published at 65 FR 76260. In accordance with §3022.2, §3022.3 and 3022.8, institutions that conduct extramural research funded by USDA must foster an atmosphere conducive to research integrity, bear primary responsibility for prevention and detection of research misconduct, and are to maintain and effectively communicate, including training, to their staff regarding policies and procedures relating to research misconduct. Grant recipients shall, upon request, make available to NIFA the policies and procedures as well as documentation to support the conduct of the training.

D. Expected Program Outputs and Reporting Requirements

1. REEport Reporting

The following is a description of project data reporting requirements through the REEport system (located at http://portal.nifa.usda.gov) as well as the SF-425 reporting requirements:

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 the 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.

Each institution shall submit a REEport Progress Report annually for each eligible project. All Progress Reports from institutions are based on the federal fiscal year and shall be submitted by March 1, 2015 for the preceding fiscal year.

A Final Report shall be submitted to NIFA through REEport for each completed or terminated project. Such reports shall be submitted at the same time as are progress reports
on active projects and should include a summary of accomplishments for the entire life of the project.

A Project Financial Report shall be submitted to NIFA through REEreport annually for all eligible projects from the preceding fiscal year. A Financial Report is also required for expenditures on all State projects that are to be included in the non-Federal funds and matching funds computation. Reports shall be made on the federal fiscal year basis.

Financial reporting via the SF-425, Federal Financial Report for FY 2015 is due to the Capacity Branch, Awards Management Division, OGFM, on December 31, 2015, for the period October 1, 2014, through September 30, 2015, and annually thereafter until the award is closed out.

Instructions for using the REEreport system are included on the NIFA web site at http://nifa.usda.gov/tool/reeport.

2. Reporting Subawards and Executive Compensation

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

a. Reporting of first-tier subawards

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

ii. Where and when to report.

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

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

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

b. Reporting Total Compensation of Recipient Executives

i. Applicability and what to report. You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—
1. the total Federal funding authorized to date under this award is $25,000 or more;

2. in the preceding fiscal year, you received—
   a. 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the transparency Act, as defined at 2 CFR 170.320 (and subawards); and
   b. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and

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

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

   1. As part of your registration profile at https://www.sam.gov/sam/.
   2. By the end of the month following the month in which this award is made, and annually thereafter.

c. **Reporting of Total Compensation of Subrecipient Executives**

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

      1. In the subrecipient’s preceding fiscal year, the subrecipient received—
         a. 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
         b. $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

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

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

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

d. **Exemptions**

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

i. Subawards, and

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

e. **Definitions**

For purposes of this award term:

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

   1. A Governmental organization, which is a State, local government, or Indian tribe;
   2. A foreign public entity;
   3. A domestic or foreign nonprofit organization;
   4. A domestic or foreign for-profit organization;
   5. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.

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

iii. **Subaward:**

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

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

iv. Subrecipient means an entity that:

1. Receives a subaward from you (the recipient) under this award; and
2. Is accountable to you for the use of the Federal funds provided by the subaward.

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

1. Salary and bonus.
2. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
3. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
4. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
5. Above-market earnings on deferred compensation which is not tax-qualified.
6. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds $10,000.

PART VII—AGENCY CONTACT

For questions regarding Animal Health and Disease Research Program (CIP) projects and the Animal Health and Disease Research Program, please contact: Dr. Gary Sherman, National Program Leader, Division of Animal Systems, Institute of Food Production and Sustainability; NIFA/USDA, Stop 2220, 1400 Independence Avenue, SW, Washington, DC 20250-2220; Telephone: (202) 401-4952; Fax: (202) 401-6488; E-mail: gsherman@nifa.usda.gov.

For questions relating to the completion of the grants.gov forms please contact: Brenda Barnett, OGFM, NIFA/USDA, Stop 2271, 1400 Independence Avenue, SW, Washington, DC 20250-
For questions relating to reporting forms and submissions through the REEport system, please email electronic@nifa.usda.gov or call (202) 401-5048.

For questions relating to the annual Program of Research (POR) or the annual research capacity reporting please contact Lisa Stephens, Program Specialist Division of Animal Systems, Institute of Food Production and Sustainability, NIFA/USDA, Stop 2240, 1400 Independence Avenue, SW, Washington, DC 20250-2240; Telephone: (202) 401-6438; Fax: (202) 401-1782; E-mail: lstephens@nifa.usda.gov, or Dr. Gary Sherman, National Program Leader, Division of Animal Systems, Institute of Food Production and Sustainability; NIFA/USDA, Stop 2240, 1400 Independence Avenue, SW, Washington, DC 20250-2240; Telephone: (202) 401-4952; Fax: (202) 401-6488; E-mail: gsherman@nifa.usda.gov.

PART VIII—OTHER INFORMATION

The USDA NIFA home page for the AHDR (CIP) is: http://nifa.usda.gov/program/animal-health-research-and-disease-program.
Appendix A

UNITED STATES DEPARTMENT OF AGRICULTURE
National Institute of Food and Agriculture

FY 2015 Distribution of Funds to Eligible State Institutions or Institutional Organizations

Authorized Under Public Law 95-113, Section 1433, September 29, 1977, As Amended
(Award # 2015-36100 Animal Health)

Appendix A - Final

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Total Payments to States: $3,710,960
Small Business Set-Aside: $750,511
Biotech Risk Assessment: 17,680
Federal Administration: 163,341

Total Appropriation: $4,481,188