McIntire-Stennis (M-S) Cooperative Forestry Research Program – Capacity RFA

MODIFIED: Pages 2 & 13 (09/28/2015).

FY 2016 Request for Applications

APPLICATION DEADLINE: September 11, 2015

United States Department of Agriculture

National Institute of Food and Agriculture

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

MCINTIRE-STENNIS (M-S) COOPERATIVE FORESTRY RESEARCH PROGRAM INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under **10.202**.

DATES: Applications must be received by **5:00 p.m. Eastern Time** on **September 11, 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.

Section 7101 of the Agricultural Act of 2014 (Public Law 113-79), better known as the 2014 Farm Bill, amended 7 U.S.C. 3103 to allow cooperating forestry schools eligible to receive funds under the McIntire-Stennis Cooperative Forestry Research Act of 1962 to submit a declaration of intent to not be considered a cooperating forestry school so that they may apply for designation as an Non-Land Grant College of Agriculture (NLGCA).

Before an institution can be considered for NLGCA designation, an Authorized Representative at the institution must submit a declaration of intent not to be considered a cooperating forestry school. This declaration must be submitted to the National Institute of Food and Agriculture (NIFA) by email at NLGCA.status@nifa.usda.gov.

If NIFA does not receive a declaration of intent from the institution by October 13, 2015, the institution will be included in the FY 2016 McIntire-Stennis allocations. Should a school opt out of being a cooperative forestry school, NIFA will contact recipient institution(s) in the same state with instructions to revise their budgets accordingly for FY 2016.

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 McIntire-Stennis Cooperative Forestry Research Program RFA.

EXECUTIVE SUMMARY: NIFA requests applications for the McIntire-Stennis (M-S) Cooperative Forestry Research Program for Fiscal Year (FY) 2016 to assist all states in carrying out a program of state forestry research at state forestry schools and colleges and developing a trained pool of forest scientists capable of conducting needed forestry research, which should include: (1) ecological restoration; (2) catastrophe management; (3) valuing and trading ecological services; (4) energy conservation, biomass energy and bio-based materials development; (5) forest fragmentation: (6) carbon sequestration and climate change; and (7) ways of fostering healthy forests and a globally competitive forest resources sector.

Additionally, M-S funds should be allocated to the following high priority issues: 1) science of integration (ecosystem or landscape approaches including interdisciplinary multi-state projects); 2) forest ecosystem services; 3) human attitudes and behaviors; 4) conflict, uncertainty, and decision-making; 5) technological advancements (biotechnology, nanotechnology and geospatial technology), productivity, and forest applications; and 6) urban ecosystems.

This RFA is being released prior to the passage of an appropriations act for FY 2016. Enactment of continuing resolutions (CR) or an appropriations act may affect the availability or level of funding for this program. Subject to any 2016 Continuing Resolution, funds will be distributed to the institutions on a quarterly basis and according to the amounts allocated in FY 2015. Adjustments will be made to the allocations for FY 2016 once the FY 2016 appropriations are finalized. In accordance with Section 7129 of the Agricultural Act of 2014, these adjustments may include allocating funds to Central State University. The amount available for support of this program in FY 2015 was $**33,961,000**. 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 2016, 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 M-S project/program, the eligibility criteria for projects/program and applicants, and the application forms and associated instructions needed to apply for a M-S grant.

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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

The McIntire-Stennis Cooperative Forestry Research Act, Pub. L. 87-778 (76 Stat.806, 16 U.S.C. 582a, et seq.), was signed into law on October 10, 1962. This law provides the basis for Federal funding in forestry research and graduate education programs at State-certified schools of forestry in the United States. Forestry Research is defined as: reforestation and management of land for the production of crops of timber and other related products of the forest; management of forest and related watershed land to improve conditions of water flow and to protect resources against floods and erosion; management of forest and related rangeland for production of forage for domestic livestock and game and improvement of food and habitat for wildlife; management of forest lands for outdoor recreation; protection of forest land and resources against fire, insects, disease, or other destructive agents; utilization of wood and other forest products; development of sound policies for the management of forest lands and marketing of forest products; and such other studies as may be necessary to obtain the fullest and most effective use of forest resources.

Section 7412 of the Food, Conservation, and Energy Act of 2008 amended section 2 of the McIntire-Stennis Cooperative Forestry Act (16 U.S.C. 582a-1) to include the 1890 Land-Grant Institutions and made this change effective October 1, 2008. USDA contacted the Governor of each state in which an eligible 1890 Land-Grant Institution is located and provided notification about the legislative changes. USDA has received from the Governor's Designee the names of the M-S certified institutions and the proportionate amount of the state's M-S funding that is to be allocated to each.

Funding is provided to the States through a formula-based allocation process which depends on several factors. First, a base amount (approximately $25,000) is allocated to each State; however, this base amount is excluded from the formula. The balance of funding to each State is determined through a ranking process and dependent upon the following three factors:

1) forty percent of the remaining balance is allocated based on the area of non-Federal commercial forest land; 2) forty percent is allocated based upon the volume of timber cut annually from stock; and 3) twenty percent is allocated based on the total expenditures for forestry research from non-Federal sources. Funds are then distributed to the eligible State-certified Institutions within the State as determined by the Governor's designee.

The USDA NIFA home page for the McIntire-Stennis is: http://nifa.usda.gov/program/mcintire-stennis-capacity-grant.

B. Purpose and Priorities

The purpose of this funding is to increase forestry research in the production, utilization, and protection of forestland; to train future forestry scientists; and to involve other disciplines in forestry research. The eligible forestry research topics as defined by the McIntire-Stennis legislation are: 1) reforestation and management of land for the production of crops of timber and other related products of the forest; 2) management of forest and related watershed lands to improve conditions of water flow and to protect resources against floods and erosion; 3) management of forest and related rangeland for production of forage for domestic livestock and game and improvement of food and habitat for wildlife; 4) management or forest lands for

outdoor recreation; 5) protection of forest land and resources against fire, insects, diseases, or other destructive agents; 6) utilization of wood and other forest products; 7) development of sound policies for the management of forest lands and the harvesting and marketing of forest products; and such other studies as may be necessary to obtain the fullest and most effective use of forest resources. All proposals must fall in at least one of the 7 topics above.

In addition to the eligible forestry research topics described above, FY 2016 funding should also address the high priority issues described in the current M-S Strategic Plan: "Sustaining Healthy and Productive Forests: An Investment in America's Competitive Position in the Global Marketplace": 1) science of integration; 2) forest ecosystem services; 3) human attitudes and behaviors; 4) conflict, uncertainty, and decision-making; 5) technological advancements, productivity, and forest applications; 6) agroforestry and 7) urban ecosystems and NIFA's societal challenge on Changing Climate. The M-S Strategic Plan can be accessed as follows: www.naufrp.org/pdf/M-S%20Plan.pdf.

PART II—AWARD INFORMATION

A. Available Funding

Subject to any 2016 Continuing Resolution, funds will be distributed to the institutions on a quarterly basis and according to the amounts allocated in FY 2015. Adjustments will be made to the allocations for FY 2016 once the FY 2016 appropriations are finalized. In accordance with Section 7129 of the Agricultural Act of 2014, these adjustments may include allocating funds to Central State University. The amount available for support of this program in FY 2015 was $**33,961,000**.

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 2016, submit applications to the M-S Program as a "new" application.

C. Responsible and Ethical Conduct of Research

See http://nifa.usda.gov/responsible-and-ethical-conduct-research for further information.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Applications may only be submitted by State-certified Schools of Forestry as stipulated in accordance with Section 2 of P. L. 87-788, McIntire-Stennis Act: Auburn University; Alabama A&M University; Tuskegee University; University of Alaska; American Samoa Community College; Northern Arizona University; University of Arizona; University of Arkansas; California Polytechnic State University; California State University, Humbolt; University of California; Colorado State University; Connecticut Agricultural Experiment Station (New Haven); University of Connecticut; University of Delaware; Delaware State University; University of Florida; Florida A&M University, Fort Valley State University; University of Georgia; University of Guam; University of Hawaii; University of Idaho; Southern Illinois University; University of Illinois; Purdue University; Iowa State University; Kansas State University; University of Kentucky; Kentucky State University; Louisiana State University; Louisiana Tech University; Southern University and A&M College; University of Maine; University of Maryland (College Park); University of Maryland (Eastern Shore), University of Massachusetts; Michigan State University; Michigan Technological University; University of Michigan; University of Minnesota; Alcorn State University; Mississippi State University; Lincoln University; University of Missouri; University of Montana; University of Nebraska; University of Nevada; University of New Hampshire; Rutgers State University; New Mexico State University; Cornell University; State University of New York; North Carolina State University; North Dakota State University; Ohio Agricultural Research and Development Center; Oklahoma State University; Oregon State
University; Pennsylvania State University; University of Puerto Rico; University of Rhode Island; Clemson University; South Dakota State University; University of Tennessee; Tennessee State University; Stephen F. Austin State University; Texas A&M University; Utah State Agricultural Experiment Station; University of Vermont; College of the Virgin Islands; Virginia Polytechnic Institute and State University; Virginia State University; Washington State University; University of Washington; West Virginia University; West Virginia State University; University of Wisconsin; University of Wyoming. Note that when adjustments are made to allocations for FY 2016, these may include adding Central State University as eligible to receive McIntire-Stennis funds, in accordance with Section 7129 of the Agricultural Act of 2014.

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

Capacity grant recipients are to provide matching (see Part VIII, A.6), either cash or in-kind, on a dollar-for-dollar basis on all Federal funds allotted. Eligible institutions located in insular areas (i.e., American Samoa, Guam, Micronesia, Northern Marianas, Puerto Rico, and the Virgin Islands) are not required to match if the allocation is below $200,000. Grantees must identify the source of matching (i.e. State, County, non-tax, etc.) (see Part IV. B. 4). The source and amount of costs and/or the value of third-party in-kind contributions proposed by the applicant to meet a matching or cost sharing requirement must be identified in the application budget. Allowing of costs for cost sharing and matching purposes is determined by the applicable cost principles (2 CFR 200).

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-MSCFR-005318** 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

[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).

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). 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. <u>SF 424 R&R Cover Sheet</u>

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 2015 allocation as listed in Appendix A to this announcement.

2. <u>Key Contacts Form</u>

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 A-TR.
b. Contact 2 Project Role: Enter the contact information for the A-TR'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. <u>Supplemental Information Form</u>

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 "**McIntire-Stennis Cooperative Forestry Research**") and the program code (i.e., enter "**MSCFR**").

b. Field 8. Conflict of Interest List. Do not attach a conflict of interest list.

4. <u>Attachment Form</u>

Information related to the questions on this form is dealt with in detail in Part VI, 5. of the NIFA Grants.gov Application Guide. The following are additional instructions.

If matching funds are required as specified under Part III, B. Cost-Sharing or Matching, the matching is an eligibility criteria and you must include the 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.

For grants that require matching funds as specified under Part III, B., the Budget Narrative is to include written verification of commitments of matching support (including both cash and in-kind contributions) from third parties. Written verification means:

(a) For any third party cash contributions, a separate pledge agreement for each donation, signed by the authorized representatives of the donor organization (and the applicant organization ONLY if provided after submission of the application), must include: (1) The donor's name, address, and telephone number; (2) the name of the applicant organization; (3) the title of the project; (4) the dollar amount of the cash donation (the budget narrative must describe how the cash donation will be used); (5) a statement that the donor will pay the cash contribution during the grant period; and (6) whether the applicant can designate cash as the applicant deems necessary or the cash contribution has been designated to a particular budget item.

(b) For any third party in-kind contributions, a separate pledge agreement for each contribution, signed by the authorized representatives of the donor organization (and the applicant organization ONLY if provided after submission of the application), must include: (1) The donor's name, address, and telephone number; (2) the name of the applicant organization; (3) the title of the project; (4) a good faith estimate of the current fair market value of the third party in-kind contribution and a description of how the fair market value was determined; and (5) a statement that the donor will make the contribution during the grant period.

Summarize on a separate page the sources and amount of all matching support from outside the applicant institution and place that information in the proposal as part of the Budget Narrative. You must place all pledge agreements in the proposal immediately following the summary of matching support.

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. 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 p.m. Eastern Time** on **September 11, 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.**

Section 7101 of the Agricultural Act of 2014 (Public Law 113-79), better known as the 2014 Farm Bill, amended 7 U.S.C. 3103 to allow cooperating forestry schools eligible to receive funds under the McIntire-Stennis Cooperative Forestry Research Act of 1962 to submit a declaration of intent to not be considered a cooperating forestry school so that they may apply for designation as an Non-Land Grant College of Agriculture (NLGCA).

Before an institution can be considered for NLGCA designation, an Authorized Representative at the institution must submit a declaration of intent not to be considered a cooperating forestry school. This declaration must be submitted to the National Institute of Food and Agriculture (NIFA) by email at NLGCA.status@nifa.usda.gov.

If NIFA does not receive a declaration of intent from the institution by October 13, 2015, the institution will be included in the FY 2016 McIntire-Stennis allocations. Should a school opt out of being a cooperative forestry school, NIFA will contact recipient institution(s) in the same state with instructions to revise their budgets accordingly for FY 2016.

D. Funding Restrictions

1. **Approved M-S Projects**
   M-S federal funding must be used on approved M-S projects.

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 M-S formula grant expenditures.
3. **Matching**
   See Part III, B. for additional information.

4. **Carryover of Funds**
   M-S 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 fiscal 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 1.9 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.

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: (i) Be registered in SAM before submitting its application; (ii) provide a valid DUNS number in its application; and (iii) 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. It also must state that the Federal awarding agency may not make a Federal award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

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 with 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

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 (Form NIFA-2009) is the authorizing document. The award document contains award provisions and other pertinent information. See http://nifa.usda.gov/wait-notification for further details.

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 may include, but are not limited to, the ones listed on the NIFA web page - http://nifa.usda.gov/federal-regulations.

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 is available at http://nifa.usda.gov/policy-guide.

Responsible and Ethical Conduct of Research

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

D. Expected Program Outputs and Reporting Requirements

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:

1. **Financial Reporting**

   Financial reporting via the SF-425, Federal Financial Report for FY 2016 is due to the Capacity Grants Branch of OGFM on December 31, 2016 for the period October 1, 2015, through September 30, 2016, and annually thereafter until the award is closed out. McIntire-Stennis 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.

2. **REEport Reporting**

Institutions should submit a project proposal through the REEport systems. The "Essentials of a McIntire-Stennis Proposal" guideline document can assist you in developing the format of your proposal. The guideline can be found at

http://nifa.usda.gov/resource/mcintire-stennis-project-proposal-essentials under the Resources section or on Appendix B in this RFA.

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, 2016 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 Financial Report shall be submitted to NIFA through REEport 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 Grants Branch, Awards Management Division, OGFM, on December 31, 2016, for the period October 1, 2015, through September 30, 2016, and annually thereafter until the award is closed out.

See http://nifa.usda.gov/program/mcintire-stennis-capacity-grant for additional details of annual, final technical and financial reporting requirements. Instructions for using the REEport system are included on the NIFA web site at: http://nifa.usda.gov/reeport-resources-land-grant-partners.

PART VII—AGENCY CONTACT

For questions regarding M-S projects/program, please contact: Dr. Catalino Blanche, National Program Leader, Forest Biology, Institute of Bioenergy, Climate and Environment – Division of Environmental Systems, NIFA/USDA, Stop 2210, 1400 Independence Avenue, SW, Washington, DC 20250-2210; Telephone: (202) 401-4190; Fax: (202) 401-1706; E-mail: cblanche@nifa.usda.gov.

F**or 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 20250-2271; Telephone: (202) 401-6520; Fax: (202) 401-1804; E-mail: formulagrantquestions@nifa.usda.gov.

For questions relating to REEport forms and submissions, please contact: Planning, Accountability, and Reporting Staff; Telephone: (202) 690-0009; Fax: (202) 690-0634; E-mail: electronic@nifa.usda.gov or reeport@nifa.usda.gov.

For questions relating to the Annual Report of Accomplishments and Results, please contact: Katelyn Sellers, Planning, Accountability, and Reporting Staff, NIFA/USDA, Stop 2213, 1400 Independence Avenue, SW, Washington, DC 20250-2213; Telephone: (202) 401-5482; Fax: (202) 720-7714; E-mail: pow@nifa.usda.

PART VIII—OTHER INFORMATION

The USDA NIFA home page for the **M-S program** is: http://nifa.usda.gov/program/mcintire-stennis-capacity-grant

Appendix A

UNITED STATES DEPARTMENT OF AGRICULTURE
National Institute of Food and Agriculture

FY 2016 Distribution of Funds to Eligible State Institutions or
Institutional Units Authorized Under the Cooperative Forestry Research
(McIntire-Stennis) Act, October 10, 1962
(Award # 2016-32100)

Appendix A

Institution	State	Grant Number	CR FY 2016 Allocation	CR FY 2016 Required Match
ALABAMA, Auburn - Auburn University	AL	2016-32100-06001	$435,953	$435,953
ALABAMA, Normal - Alabama A&M University	AL	2016-32100-08901	326,965	326,965
ALABAMA, Tuskegee - Tuskegee University	AL	2016-32100-08902	326,965	326,965
ALASKA, Fairbanks - University of Alaska	AK	2016-32100-06002	567,511	567,511
AMERICAN SAMOA, Pago Pago - American Samoa Community College	AS	2016-32100-06003	45,140	0
ARIZONA, Flagstaff - Northern Arizona University	AZ	2016-32100-06014	179,282	179,282
ARIZONA, Tucson - University of Arizona	AZ	2016-32100-06004	179,281	179,281
ARKANSAS, Fayetteville - Agricultural Experiment Station, University of Arkansas	AR	2016-32100-06005	1,006,302	1,006,302
CALIFORNIA, San Luis Obispo - California Polytechnic State University	CA	2016-32100-06283	125,872	125,872
CALIFORNIA, Arcata - California State University, Humboldt	CA	2016-32100-06282	125,872	125,872
CALIFORNIA, Berkeley - University of California	CA	2016-32100-06006	587,400	587,400
COLORADO, Fort Collins - Colorado State University	CO	2016-32100-06008	400,353	400,353
CONNECTICUT, New Haven - Connecticut Agricultural Experiment Station	CT	2016-32100-07609	315,935	315,935
CONNECTICUT, Storrs - Storrs Agricultural Experiment Station, University of Connecticut	CT	2016-32100-06009	105,312	105,312
DELAWARE, Newark - University of Delaware, Agricultural Experiment Station	DE	2016-32100-06010	102,305	102,305
DELAWARE, Dover - Delaware State University	DE	2016-32100-08904	68,204	68,204
FLORIDA, Gainesville - Agricultural Experiment Station, University of Florida	FL	2016-32100-06012	736,424	736,424
FLORIDA, Tallahassee - Florida A&M University	FL	2016-32100-08905	81,825	81,825
GEORGIA, Athens - School of Forest Resources, University of Georgia	GA	2016-32100-06013	1,037,309	1,037,309
GEORGIA, Fort Valley - Fort Valley State University	GA	2016-32100-08906	115,257	115,257
GUAM, Agana - University of Guam	GU	2016-32100-06057	86,930	0
HAWAII, Honolulu - University of Hawaii Systems	HI	2016-32100-06015	274,984	274,984
IDAHO, Moscow - University of Idaho	ID	2016-32100-06016	609,301	609,301
ILLINOIS, Carbondale - Southern Illinois University	IL	2016-32100-06043	262,861	262,861
ILLINOIS, Urbana - University of Illinois	IL	2016-32100-06017	262,861	262,861
INDIANA, Lafayette - Purdue University	IN	2016-32100-06018	630,196	630,196
IOWA, Ames - Agriculture and Home Economics Experiment Station, Iowa State University	IA	2016-32100-06019	463,037	463,037
KANSAS, Manhattan - Kansas State University	KS	2016-32100-06020	316,773	316,773
KENTUCKY, Lexington - Agricultural Experiment Station, University of Kentucky	KY	2016-32100-06021	624,470	624,470
KENTUCKY, Frankfort - Kentucky State University	KY	2016-32100-08907	110,200	110,200
LOUISIANA, Baton Rouge - Louisiana State University, School of Forestry	LA	2016-32100-06022	593,207	593,207
LOUISIANA, Ruston - School of Forestry, Louisiana Tech University	LA	2016-32100-06052	254,232	254,232
LOUISIANA, Baton Rouge - Southern University and A&M College	LA	2016-32100-08908	179,759	179,759
MAINE, Orono - University of Maine	ME	2016-32100-06023	880,933	880,933
MARYLAND, College Park - University of Maryland	MD	2016-32100-06024	280,247	280,247
MARYLAND, Eastern Shore-University of Maryland	MD	2016-32100-08909	120,106	120,106
MASSACHUSETTS, Amherst - University of Massachusetts	MA	2016-32100-06025	442,142	442,142
MICHIGAN, East Lansing - Michigan State University	MI	2016-32100-06026	307,575	307,575
MICHIGAN, Houghton - Michigan Technological University	MI	2016-32100-06098	307,575	307,575
MICHIGAN, Ann Arbor - University of Michigan	MI	2016-32100-06099	307,574	307,574
MINNESOTA, St. Paul - Regents of the University of Minnesota	MN	2016-32100-06027	860,038	860,038
MISSISSIPPI, Mississippi State - Mississippi State University	MS	2016-32100-06028	855,189	855,189
MISSISSIPPI, Alcorn State - Alcorn State University	MS	2016-32100-08910	213,797	213,797
MISSOURI, Columbia - School of Forestry, The Curators of the University of Missouri	MO	2016-32100-06029	623,591	623,591
MISSOURI, Jefferson City - Lincoln University	MO	2016-32100-08911	69,288	69,288
MONTANA, Missoula - University of Montana System, Forestry and Conservation Experiment Station	MT	2016-32100-06100	671,985	671,985
NEBRASKA, Lincoln - University of Nebraska	NE	2016-32100-06031	295,879	295,879
NEVADA, Reno - University of Nevada, Mac C. Fleischmann College of Agriculture	NV	2016-32100-06032	107,825	107,825
NEW HAMPSHIRE, Durham - University System of New Hampshire	NH	2016-32100-06033	483,932	483,932
NEW JERSEY, New Brunswick - Rutgers, the State University of New Jersey, Agricultural Experiment Station	NJ	2016-32100-06034	379,457	379,457
NEW MEXICO, Las Cruces - New Mexico State University	NM	2016-32100-06035	254,089	254,089
NEW YORK, Ithaca - New York State College of Agriculture and Life Sciences, Cornell University	NY	2016-32100-06036	246,352	246,352
NEW YORK, Syracuse - The Research Foundation of the State University of New York	NY	2016-32100-06102	739,056	739,056
NORTH CAROLINA, Raleigh - North Carolina State University	NC	2016-32100-06037	1,110,776	1,110,776
NORTH DAKOTA, Fargo - North Dakota State University of Agriculture and Applied Sciences	ND	2016-32100-06038	191,403	191,403
OHIO, Wooster - Ohio Agricultural Research and Development Center	OH	2016-32100-06039	609,301	609,301
OHIO, Wilberforce - Central State University	OH	2016-32100	0*	0*
OKLAHOMA, Stillwater - Oklahoma State University	OK	2016-32100-06040	546,616	546,616
OREGON, Corvallis - Oregon State University	OR	2016-32100-04128	1,131,671	1,131,671
PENNSYLVANIA, University Park - Agricultural Experiment Station, Pennsylvania State University	PA	2016-32100-06042	776,460	776,460
PUERTO RICO, Rio Piedras - University of Puerto Rico Estaction Experimental Agricola	PR	2016-32100-06093	66,035	0
RHODE ISLAND, Kingston - University of Rhode Island	RI	2016-32100-06044	128,719	128,719
SOUTH CAROLINA, Clemson - College of Forestry and Recreation Resources, Clemson University	SC	2016-32100-06045	839,144	839,144

SOUTH DAKOTA, Brookings - South Dakota State University	SD	2016-32100-06046	212,300	212,300
TENNESSEE, Knoxville - University of Tennessee	TN	2016-32100-06047	677,751	677,751
TENNESSEE, Nashville - Tennessee State University	TN	2016-32100-08915	119,604	119,604
TEXAS, Nacogdoches - Stephen F. Austin State University	TX	2016-32100-06101	492,703	492,703
TEXAS, College Station - Texas Agricultural Experiment Station, Texas AgriLife Research	TX	2016-32100-06048	492,704	492,704
UTAH, Logan - Utah State Agricultural Experiment Station	UT	2016-32100-06049	149,615	149,615
VERMONT, Burlington - University of Vermont	VT	2016-32100-06050	504,826	504,826
VIRGIN ISLANDS, St. Thomas - The College of the Virgin Islands	VI	2016-32100-06058	45,140	0
VIRGINIA, Blacksburg - Virginia Polytechnic Institute and State University	VA	2016-32100-06051	868,062	868,062
VIRGINIA, Petersburg - Virginia State University	VA	2016-32100-08917	96,451	96,451
WASHINGTON, Pullman - Washington State University	WA	2016-32100-06053	471,641	471,641
WASHINGTON, Seattle - University of Washington	WA	2016-32100-06092	576,451	576,451
WEST VIRGINIA, Morgantown - West Virginia University	WV	2016-32100-06054	520,872	520,872
WEST VIRGINIA, Institute - West Virginia State University	WV	2016-32100-08919	130,219	130,219
WISCONSIN, Madison - Agricultural Experiment Station, University of Wisconsin System	WI	2016-32100-06055	839,144	839,144
WYOMING, Laramie - University of Wyoming	WY	2016-32100-06056	337,669	337,669
Total Payments to States			$31,920,185	$31,676,940
Federal Administration			1,018,830	
Small Business Set-Aside			958,617	
SBIR 3%			29,648	
Biotech Risk Assessment			33,720	
Total Appropriation			33,961,000	

* Adjustments will be made pending final appropriation, which may include an allocation of funds to Central State University, in accordance with Section 7129 of the 2014 Farm Bill.

Appendix B

Essentials of a McIntire-Stennis Proposal

McIntire-Stennis (M-S) project proposals may be submitted to NIFA at any time throughout the year. When submitting project proposals to the McIntire-Stennis program you must insure that it is written in the format to include all the items below. This guideline is a revised version of the Appendix F- "Essentials of a Project Proposal" from the administrative manual for M-S. The purpose of this guideline is to help eligible institutions and NIFA in the preparation, review and approval of project proposals.

Cover Page. Indicate under the proposal title the legislatively mandated forestry research area (s) that your project is addressing. The current legislatively mandated areas for the M-S program are:

1) Reforestation and management of land for the production of crops of timber and other related products of the forest;
2) Management of forest and related watershed lands to improve conditions of water flow and to protect resources against floods and erosion;
3) Management of forest and related rangeland for production of forage for domestic livestock and game and improvement of food and habitat for wildlife;
4) Management or forest lands for outdoor recreation;
5) Protection of forest land and resources against fire, insects, diseases, or other destructive agents;
6) Utilization of wood and other forest products;
7) Development of sound policies for the management of forest lands and the harvesting and marketing of forest products

Title. A brief description of the subject of the research. The title should reflect the objectives and scope of the project.

Justification. Present the (1) the importance of the problem to agriculture, forestry and rural life of the State or region; (2) reasons for doing the work (such as the needs the project will fill) and doing it at this time; and (3) ways in which public welfare or scientific knowledge will be advanced. In addition to the legislatively mandated forestry research areas, align the project to any of the emerging knowledge areas identified in the 2007 McIntire-Stennis Strategic Plan: 1) science of integration; 2) forest ecosystem services; 3) human attitudes and behaviors; 4) conflict, uncertainty, and decision-making; 5) technological advancements, productivity, and forest applications; and 6) urban ecosystems and NIFA's societal challenge on Changing Climate. The M-S Strategic Plan can be accessed as follows: http://www.naufrp.org/pdf/M- S%20Plan.pdf. Include how you are addressing stakeholders' input. What may be the benefits of the proposed activity? How will your project enhance the infrastructure of research, education and extension?

Previous Work and Present Outlook. A brief summary of previous research (citing important and relevant publications/literature); status of current research; and the additional knowledge needed which the project is expected to provide. What are the knowledge gaps being addressed? How important is the proposed activity to advancing knowledge and understanding within its own field or across different fields? Provide evidence of the efforts made to avoid duplication of research. Applicants should consider the likelihood that the research is currently undertaken elsewhere, and if so make every effort to ensure they are aware of, and not duplicating such research. If your new project is associated to previously funded projects, describe what was accomplished in the original funded project and how this application will advance the accomplishments of the previously funded project. The CRIS Database (http://cris.nifa.usda.gov/) may assist you in this search and identification of duplicative work being done. (Literature citations are listed at the end of the project proposal.)

Objectives. A clear, concise, complete, and logically arranged statement of the specific results to be achieved by the project.

Procedure. A statement of the essential working plans and methods to be used in attaining each of the stated objectives. Procedures should correspond to the objectives and follow the same order. Phases of the work to be undertaken currently should be designated. Location of the work and the facilities and equipment needed should be indicated. Wherever appropriate, the procedure should produce data suitable for statistical analysis. The procedure should reflect careful planning and should provide flexibility for changes if changes became necessary.

Duration and Timetable. An estimate of the maximum time required to complete the project and publish results. For the timetable, list major activities and/or objectives and their corresponding time of completion. For example: Objective 1 will be realized in 7 months' time (Jan. 1 - July 31, 20XX). Projects are limited to a maximum of 5 years. If major changes in the objectives occur, it is advisable that a new or revised project proposal be prepared and submitted. A major change in procedure will require a revision of the project proposal.

Financial Support (Budget). Estimated annual allotments (by funds) to (1) salaries, and (2) maintenance, based on analysis of requirements for labor, equipment, supplies, travel, and other operating expenses. Please indicate total of federal funds and of non- federal funds allotted to the project. Indication of allotment by year is recommended but not required. See example below:

Budget	**Year**	**Year**	**Year**	**Year**	**Year**	**Total**
Total						

Personnel. The leader(s) and other technical workers assigned to the project must include a brief resume' (no more than a page). Past accomplishments, and how these relate to the current research should be indicated. Each subject-matter unit in the agricultural experiment station and any other units of the institution contributing essential services or facilities should be identified and the responsibilities of each should be indicated. If there is an advisory, coordinating, or directing committee for the project, the official title of the committee should be listed. The percent of time committed for concurrent projects must not exceed 100%.

Cooperation/Collaboration. A statement listing the U.S. Department of Agriculture or other station, institutions, or agencies expected to cooperate formally or informally on the project. If project is part of a Regional Project, list Regional Research Project Number.

Literature Cited. Include a list of all literature cited on the body of the project proposal.