



United States
Department of
Agriculture

National Institute
of Food
and Agriculture

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The logo for the National Institute of Food and Agriculture (NIFA), featuring the letters "NIFA" in a large, white, serif font against a dark background with a stylized sun or light effect behind the letters.

REQUEST FOR APPLICATIONS

Federally Recognized Tribes

Extension Program

FUNDING YEAR: Fiscal Year 2022

APPLICATION DEADLINE: February 25, 2022

ANTICIPATED FUNDING: \$3,200,000

FUNDING OPPORTUNITY NUMBER: USDA-NIFA-SLBCE-008721

ASSISTANCE LISTING NUMBER: 10.500

LETTER OF INTENT DEADLINE: Not Required

INITIAL ANNOUNCEMENT
National Institute of Food and Agriculture
United States Department of Agriculture

Catalog of Federal Domestic Assistance. The Federally Recognized Tribes Extension Program (FRTEP) is listed in the Assistance Listings under the Catalog of Federal Domestic Assistance 10.500.

Table 1: Key Dates and Deadlines

Task Description	Deadline
Application:	5:00 P.M. Eastern, February 25, 2022 [Ref to Part I § C of this RFA]
Letter of Intent:	Not Required
Applicants Comments:	Within six months from the issuance of this notice (NIFA may not consider comments received after the sixth month)

Advancing Diversity, Equity, Inclusion, and Accessibility. NIFA recognizes research, education, and extension efforts will have the greatest impacts when equity is grounded in the programs. NIFA is committed to enhancing diversity, equity, inclusion, and accessibility of programs and encourages individuals from underserved communities to apply to funding opportunities as lead, co-lead, or subaward recipient(s), and to engage as leaders in the peer panel review process to support the development of strong networks and collaborations. NIFA encourages applications that engage diverse communities and have broad impacts through research, education, extension, and integrated activities to address current and future challenges.

Stakeholder Input. The National Institute of Food and Agriculture (NIFA) seeks comments on all request for applications (RFAs) so it can deliver programs efficiently, effectively, with integrity, and with a focus on customer service. NIFA considers comments, to the extent possible when developing RFAs and use comments to help meet the requirements of [Section 103\(c\)\(2\) of the Agricultural Research, Extension, and Education Reform Act of 1998 \(7 U.S.C. 7613\(c\)\(2\)\)](#). Applicants may submit written comments to Policy@usda.gov (email is for comments only). Please use the following subject line: Response to the Federally Recognized Tribes Extension Program RFA.

EXECUTIVE SUMMARY

NIFA requests applications for the Federally Recognized Tribes Extension Program (FRTEP) for fiscal year (FY) 2022. The anticipated amount available for grants in FY 2022 is approximately \$3.2 million. This RFA is being released prior to the passage of an appropriations act for FY 2022. Enactment of additional continuing resolutions or an appropriations act may affect the availability or level of funding for this program. The intent and mission of this competitive grant program is to:

1. Establish an Extension presence to promote equity in access to Extension outreach.
2. Provide resources to address long-standing need among Federally Recognized Tribes.

This program seeks to continue the Land Grant mission of inclusion-providing education and research-based knowledge to those who might not otherwise receive it.

This notice identifies the objectives for FRTEP projects, deadline dates, funding information, eligibility criteria for projects and applicants, and application forms and associated instructions needed to apply for a FRTEP grant.

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PART I. FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority

The Secretary of Agriculture, acting through the National Institute of Food and Agriculture (NIFA), shall establish appropriate extension education programs on Indian Reservations and tribal jurisdictions ([7 U.S.C. 5930](#)).

This program is listed under Section 3(d) of the Act of May 8, 1914, Smith-Lever Act, ch. 79, 38 Stat. 372, [7 U.S.C. 341 et seq.](#) Section 7403 of the Food, Conservation, and Energy Act of 2008 (FCEA) (P.L. 110-246) amended section 3(d) of the Smith-Lever Act to require funds to be awarded competitively.

B. Purpose and Priorities

The purpose and intent of this program is to establish an Extension presence and support Extension outreach on Federally Recognized Indian Reservations and Tribal jurisdictions of Federally Recognized Tribes. Priority will be given to projects that have been funded by FRTEP in the past to ensure continuity of service to Tribal and reservation communities if they are deemed to have merit by the review panel. This program seeks to continue the Land Grant mission of providing education and research-based knowledge to those who might not otherwise receive it. Project Directors and/or Co-Project Directors will be expected to attend a project directors meeting annually.

The main priorities of the FRTEP include but are not limited to:

1. Positive youth development programs, including 4-H for tribal youth
2. Native Farmer and Rancher Productivity and Management
3. Native Community Development:
 - a. Economic and Workforce Development
 - b. Food Systems, Farm and Community Markets, and Food Sovereignty
 - c. Natural Resource Conservation and Adaptation to Environmental Changes
 - d. Human Nutrition and Reduction of Childhood and Adolescent Obesity
 - e. Native Language and Culture Preservation
 - f. Traditional Ecological Knowledge sharing and learning, or knowledge held by indigenous cultures about the environment or cultural practices.

The Federally Recognized Tribes Extension Program aligns with the following [USDA Strategic Goal](#): Strategic Goal 4: Facilitate Rural Prosperity and Economic Development.

Extension Foundation (formerly eXtension) FRTEP encourages (but does not require) projects that develop content suitable for delivery through the [Extension Foundation](#).

Global Engagement. NIFA supports global engagement that advances U.S. agricultural goals. NIFA recognizes that collaboration with international partners may be necessary to attain the agency's goals for U.S. agriculture, promote global competence of our nation's future agricultural workforce, and promote safe and nutritious food security in a growing world. Therefore, although application to this RFA is limited to eligible U.S. institutions, applicants

may collaborate with international partners, to include subcontracts to international partners or other institutions. Applications must clearly demonstrate benefits to the United States.

Table 2: Program Key Information

Title	Description
Program Code:	LP
Program Code Name:	FRTEP
Assistance Listing Number	10.500
Project Type:	Regular
Grant Type:	Extension
Application Deadline	February 25, 2022
Grant Duration:	48 Months
Anticipated # of Awards:	36
Maximum Award Amount:	\$360,000

PART II. AWARD INFORMATION

A. Available Funding

The anticipated amount available for FRTEP in FY 2022 is approximately \$3,200,000. This is a new four-year continuation award. USDA is not committed to fund any particular application or to make a specific number of awards. Priority will be given to programs who have in the past secured a FRTEP award. The [Automated Standard Application for Payments](#), operated by the Department of Treasury, Bureau of Fiscal Service, is the designated payment system for awards resulting from this RFA.

B. Application Restrictions

NIFA will evaluate applications using the criteria described in [Part V](#) of this RFA. Application for FY2022 is limited to the following applications types:

1. *New application*: New applications will be evaluated using the criteria described in [Part V](#) of this RFA and are subject to the due dates herein (see [Appendix III](#) for definition).

C. Project and Grant Types

The following describes the types of *projects* or *grants* that are eligible for funding:

1. Project Types- Extension Projects

Single-function Extension Projects conduct programs and activities that deliver science-based knowledge and informal educational programs to people, enabling them to make practical decisions. Program delivery may range from community-based to national audiences and use communication methods from face-to-face to electronic or combinations thereof. Extension Projects may also include related matters such as certification programs, in-service training, client recruitment and services, curriculum development, instructional materials and equipment, and innovative instructional methodologies appropriate to informal educational programs.

Extension Projects must address one or more of the following key strategic actions:

- a. Support non-formal education to increase food and agricultural literacy of youth and adults;
- b. Promote science-based agricultural literacy by increasing understanding and use of food and agricultural science data, information, and programs;
- c. Build science-based capability in tribal people and communities to engage audiences and enable informed decision making;
- d. Develop new applications of instructional tools and curriculum structures that increase technical competency and ensure global competitiveness of tribal people;
- e. Offer non-formal learning programs that increase accessibility to new audiences at the rate at which new ideas and technologies are tested and/or developed at the community-scale; and
- f. Develop programs that increase public knowledge and citizen engagement leading to actions that protect or enhance the nations' food supply, agricultural productivity, environmental quality, community vitality, and/or public health and well-being.

These projects should lead to measurable, documented changes in learning, actions, or conditions in an identified audience or stakeholder group and should synthesize and incorporate a wide range of the latest relevant research results.

2. *Grant Types- Regular Grants*

Regular Grants support targeted original Extension projects. An eligible individual institution, independent branch campus, or branch institution of a State system may submit a grant application for project activities to be undertaken principally on behalf of its own students or faculty, and to be managed primarily by its own personnel. The applicant executes the project without the requirement of sharing grant funds with other project partners.

D. Ethical Conduct of Funded Projects

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

PART III. ELIGIBILITY INFORMATION

A. Eligibility Requirements

The Federally Recognized Tribes Extension program is eligible to 1862's, 1890's and 1994's. Applicants for the FRTEP must meet all the requirements discussed in this RFA. Failure to meet the eligibility criteria by the application deadline may result in exclusion from consideration or, preclude NIFA from making an award. For those new to Federal financial assistance, [NIFA's Grants Overview](#) provides useful information about grants and other resources to help understand the Federal awards process.

Duplicate or Multiple Submissions – duplicate or multiple submissions are not allowed. NIFA will disqualify both applications if an applicant submits duplicate or multiple submissions. For those new to Federal financial assistance, [NIFA's Grants Overview](#) provides highly recommended information about grants and other resources to help understand the Federal awards process.

B. Cost Sharing or Matching

No Match Required - The FRTEP has **NO** matching requirement. NIFA will not factor matching resources into the review process as an evaluation criterion.

PART IV. APPLICATION AND SUBMISSION

A. Method of Application

Applicants must apply to this RFA electronically; no other method or response is accepted. The electronic application for this RFA and additional resources are available on [Grants.gov](https://www.grants.gov) and [Grants 101](#). Table 3 provides instructions on how to obtain an electronic application. Part II § 1 of the [NIFA Grants.gov Application Guide](#) (Application Guide) contains detailed information regarding the [Grants.gov](https://www.grants.gov) registration process.

Table 3. Steps to Obtain Application Materials

Steps	Action
Step One: Register	<i>New Users</i> to Grants.gov must register early with Grants.gov prior to submitting an application (Register Here).
Step Two: Download Adobe	Download and Install Adobe Reader (see Adobe Software Compatibility for basic system requirements).
Step Three: Find Application	Using this funding opportunity number USDA-NIFA-SLBCD-008721, search for application here: Opportunity Package .
Step Four: Assess Readiness	Contact an AR prior to starting an application to assess the organization’s readiness to submit an electronic application.

Table 4: Help and Resources

Grants.gov Support	NIFA Support
<p>Grants.gov Online Support Telephone support: 800-518-4726 Toll-Free or 606-545-5035 Email support: support@grants.gov Self-service customer based support: Grants.gov iPortal Key Information: Customer service business Hours 24/7, except federal holidays.</p>	<p>Email: grantapplicationquestions@usda.gov Key Information: Business hours: Monday thru Friday, 7a.m. – 5p.m. ET, except federal holidays</p>

B. Content and Form of the Application

The [Application Guide](#) is part of the corresponding application package for this RFA. The RFA overrides the [Application Guide](#) if there is a discrepancy between the two documents. NIFA will accept subsequent submissions to an application until the application deadline. However, applicants that do not meet the application requirements, to include partial applications, risk being excluded from NIFA’s review. NIFA will assign a proposal number to all applications that meet the requirements of this RFA. Applicants must refer to the proposal number when corresponding with NIFA. **Table 5** outlines other key instructions for applicants.

Table 5: Key Application Instructions

Instruction	References (All references are to the <u>Application Guide</u>)
Attachments must be in a portable document format (PDF) format.	Part IV
Check the manifest of submitted files to verify attachments are in the correct format.	Part IV
Conduct an administrative review of the application before submission.	Part IV
Follow the submission instructions.	Part V
Provide an accurate email address, where designated, on the SF-424 R&R.	Part V
Contact the Grants.gov helpdesk for technical support and keep a record of the correspondence.	N/A
Contact NIFA if applicant does not received correspondence from NIFA regarding an application within 90 days of the application deadline.	N/A

SF 424 R&R Cover Sheet. See **Part V** of the Application Guide for the required certifications and assurances.

SF 424 R&R Project/Performance Site Location(s). See **Part V** of the **Application Guide**.

R&R Other Project Information Form. See **Part V § 4** of the [Application Guide](#).

1. Field 7. **(REQUIRED)** Project Summary (PS)/Abstract. The PS must show how the project goals align with the project goals of the FRTEP. See **Part V § 4.7** of the [Application Guide](#) for instructions and suggested templates.
 - a. The summary should not exceed 250 words
 - b. Include the names and affiliated Tribes and organizations of all PDs and Co-PDs
 - c. Include the title of the project (must be descriptive of the program and the Tribe)
 - d. Indicate if you have received a FRTEP grant in past years.
2. Field 8. **(REQUIRED)** Project Narrative (PN). The PN *must not exceed fifteen 1.5 inch spaced pages* of written text and *up to three 1.5 spaced additional pages for figures and tables* (the font size for tables should be no smaller than 11 points, Times New Roman). The page limits outlined here ensures fair and equitable competition. Appendices to the PN are allowed if they are relevant to the proposed project. **Do not add appendices to circumvent the page limit.** You will be required to attend a Project Managers meeting annually at a specific location deemed by the NPL or virtually.

The PN must include all of the following:

- a. Introduction of the proposed project.
 - b. Rational and significance of the proposed project to the Tribal/Reservation community you will be working with, and what the needs are. Please provide documentation of how you identified the needs. This could be a needs assessment, a survey, etc.
 - c. Objectives of the proposed project and what the expected outcomes will be for the Tribal community you are working with.
 - d. Describe the approach of the project and why it will be successful. If you have had a FRTEP project in the past, describe the relationship with the Tribe and why your proposed project will build on previous successes and relationships.
 - e. Include a project timeline that describes the 4 years of the proposed project.
 - f. Describe how you will build or continue building relationships with the Tribe and what the institutional involvement and support will be from the Land-Grant college.
 - g. Include a description of the qualifications of the people who will be conducting the project and their expertise in working with Tribal and reservation communities.
 - h. A Data Management Plan (DMP) is required for this project.
 - i. Provide a summary of previous work that you have done with the Tribe and how this project will build on that work.
 - j. An MOU with the Tribe you will be working with is required.
3. Field 12, Add Other Attachments. See **Part V § 4.12** of the [Application Guide](#).

R&R Senior/Key Person Profile (Expanded). (REQUIRED) See **Part V § 5** of the [Application Guide](#) for profile requirements, details about the biographical sketch, and suggested support templates.

R&R Personal Data. This information is voluntary and is not a precondition of award (see **Part V § 6** of the [Application Guide](#)).

R&R Budget. (REQUIRED) See **Part V § 7** of the [Application Guide](#).

1. Match – Not Required
2. Indirect costs (IDC) – Not Allowed.

Data Management Plan. (REQUIRED) A DMP is required for this program. Applicants should clearly articulate how the project director (PD) and co-PDs plan to manage and disseminate the data generated by the project. The DMP will be considered during the merit review process (see **Part V § B** of this RFA, **Part III § 3.1** of the [Application Guide](#) and [NIFA's Data Management Plan](#)).

Supplemental Information Form. (REQUIRED) See **Part VI § 1** of the [Application Guide](#).

1. Field 2. Program to which the applicant is applying. Enter the program FRTEP and the program code (LP). Accurate entry is critical.
2. Field 8. Conflict of Interest List. See **Part VI § 1.8** of the [Application Guide](#).
3. Memorandum of Understanding with the Tribes

Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants. This is required for corporate applicants. See **Part VI § 2** of the [Application Guide](#) for a description of the term, “corporation.”

C. Funding Restrictions

No Indirect Costs (IDC) are authorized for FRTEP awards.

The following costs are **not permitted** (this list is not all inclusive, but key points are highlighted):

1. Indirect costs;
2. Entertainment including tickets to shows or sporting events;
3. Meals (except to maintain the continuity of a meeting transmitting technical information);
4. Alcoholic beverages;
5. Costs associated with banquets and award ceremonies;
6. Awards and Certificates of Achievement;
7. Expenses not directly related to the program – childcare services, kitchen help, etc.;
8. Renovation and refurbishment of research, extension and education space; and
9. Tuition remission.

PART V. APPLICATION REVIEW REQUIREMENTS

A. NIFA's Evaluation Process

NIFA evaluates each application in a two-part process. First, we screen each application to ensure that it meets the administrative requirements set forth in this RFA. All administrative requirements must be met in order for the application to proceed to the next level of review. Second, a scientific peer-review process will be used to technically evaluate applications that have met the administrative requirements using a review panel (see [NIFA Peer Review Process](#)).

Scientific Peer Review Process:

NIFA selects reviewers for the review panel based upon their training and experience in relevant scientific, extension, or education fields, taking into account the following factors:

1. the level of relevant formal scientific, technical education, or extension experience of the individual, as well as the extent to which an individual is engaged in relevant research, education, or extension activities.
2. the need to include experts from various areas of specialization within relevant scientific, education, or extension fields.
3. the need to include other experts (e.g., producers, range or forest managers/operators, and consumers) who can assess relevance of the applications to targeted audiences and to program needs.
4. the need to include experts from a variety of organizational types (e.g., colleges, universities, industry, state and Federal agencies, and private profit and non-profit organizations) and geographic locations.
5. the need to maintain a balanced composition with regard to minority and female representation and an equitable age distribution; and
6. the need to include reviewers who can judge the effective usefulness of each application to producers and the general public.

After each peer review panel has completed its deliberations, the responsible program staff of NIFA will recommend that your project is either approved for support from currently available funds or declined due to insufficient funds or unfavorable review.

NIFA reserves the right to negotiate with the PD/PI and/or the submitting organization or institution regarding project revisions (e.g., reductions in the scope of work, funding level, period, or method of support) prior to recommending any project for funding.

After the review process has been completed, NIFA sends copies of reviews, *not* including the identity of reviewers, and a summary (if applicable) of the review panel comments to the PD.

Conflicts of interest. NIFA takes extreme care to prevent any actual or perceived conflicts of interest that may influence the review or evaluation (see [NIFA Peer Review Process for Competitive Grant Applications](#)).

B. Evaluation Criteria

This program will give priority to institutions that have had successful Extension projects with Tribal and Reservation Communities in the past. NIFA will use the following criteria to evaluate this RFA:

Potential for Advancing Quality of Tribal Extension

This criterion is used to assess the likelihood that the project will have an impact upon, and advance the quality of food, agriculture, natural resources, and human sciences by strengthening institutional capacities to meet clearly delineated needs in Tribal communities. Elements that will be considered include alignment of the project with institutional long-range goals, USDA's Goals, identification of a problem or opportunity to be addressed, justification for the project, innovation, advancing Tribal extension, multidisciplinary and/or problem-based focus, potential for adoption by other institutions, if the project will enhance the understanding of cultural heritage and agricultural traditions of their community, if community members and students will be able to build on the knowledge and skills of the local cultural community, will participants in the project be able to engage effectively in learning activities that are based on traditional ways of knowing and learning, and if the proposed project aims to build awareness and appreciation of the relationships and processes of interaction of all elements in the world around them.

Proposed Approach and Cooperative Linkages

This criterion relates to the soundness of the proposed approach including objectives, methodology, plan of operation, timetable, sustainability, expected products and results, culturally relevant evaluation, and dissemination plans. Emphasis is placed on the quality of educational support provided to the applicant institution through its partnerships and collaborative initiatives, and on the potential cooperative linkages likely to evolve as a result of this project. Projects are also evaluated as to whether there is continuity of work from current relationships already in place and if they are described in detail. Priority will be given to projects who have had FRTEP grants in the past to ensure continuity of service to Tribal/reservation communities if they are deemed to have merit by the Panel.

Institutional Capability and Capacity Building

This criterion relates to the institution's capability to perform the project and the degree to which the project will strengthen its Extension outreach capacity. Elements include the institution's commitment to the project, has the institution had a successful FRTEP project in their past, the adequacy of institutional resources (administrative, facilities, equipment, and/or materials) available to carry out the project, potential for traditional knowledge enhancement, and plans for project continuation or expansion beyond the period of USDA support. Does the project have an MOU with the tribe included in the application?

Key Personnel

This criterion relates to the adequacy of the number and qualifications of key persons who will develop and carry out the project, and the qualifications of project personnel who will provide for the assessment of project results and impacts and dissemination of these findings. Applicants must submit specific management information relating to an applicant prior to an award and update the information as needed. Applicants may only have to update their

information if they had previously provided the information under this or another NIFA program.

Budget and Cost-Effectiveness

This criterion relates to how well the total budget supports the project and is cost effective. Elements considered include the necessity and reasonableness of costs to carry out project activities and achieve project objectives; the appropriateness of budget allocations between the applicant and any collaborating institution(s); the adequacy of time committed to the project by key project personnel; and the degree to which the project maximizes the use of limited resources, optimizes educational value for the dollar, achieves economies of scale, and focuses expertise and activity on high-priority areas.

C. Organizational Management Information

Applicants must submit specific management information relating to an applicant prior to an award and update the information as needed. Applicants may only have to update their information if they had previously provided the information under this or another NIFA program. NIFA provides the requisite forms during the pre-award process. Although an applicant may be eligible for award under this program, 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, or a determination that an applicant is not responsible).

D. Application Disposition

Applicants may withdraw at any time before NIFA makes a final funding decision. NIFA will retain all applications, including withdrawn and unfunded applications.

PART VI. AWARD ADMINISTRATION

A. General

Within the limit of funds authorized, the NIFA awarding official will make grants to responsible and eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the NIFA awarding official as the effective date of the grant must be no later than September 30 of the federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. The project need not be initiated on the grant effective date, but as soon as possible thereafter as practical, so that project goals may be attained within the approved project period. 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, USDA assistance regulations, and [NIFA General Awards Administration Provisions, 7 CFR part 3430, subparts A through E.](#)

Award Notice. The award document will provide pertinent instructions and information as described in [2 CFR 200.211](#) (see [NIFA's Terms and Conditions](#)).

B. Administrative and National Policy Requirements

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

PART VII. OTHER INFORMATION

A. Use of Funds and Changes in Budget

Delegation of fiscal responsibility. Unless the terms and conditions of the award state otherwise, awardees may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

Changes in Budget or Project Plans. In accordance with [2 CFR 200.308](#), awardees must request prior approval from NIFA for the following program or budget-related reasons (the awardee is subject to the terms and conditions identified in the award):

1. Change in the scope or the objective of the project or program without prior written approval (even if there is no associated budget revision requiring).
2. Change in a key person specified in the application or the federal award.
3. Disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project.
4. Inclusion of costs that require prior approval in accordance with [2 CFR 200 Subpart E \(Cost Principles\)](#), or [45 CFR Part 75 Appendix IX, \(Principles for Determining Costs Applicable to Research and Development under Awards and Contracts with Hospitals\)](#), or [48 CFR](#), unless waived by the federal awarding agency,
5. [48 CFR Part 31, Contract Cost Principles and Procedures](#);
6. Transfer of funds budgeted for participant support costs to other categories of expense ([2 CFR 200.456 Participant support costs](#));
7. Sub-awarding, transferring or contracting out of any work under a federal award, including fixed amount sub-awards (see [2 CFR 200.333, Fixed Amount Sub-awards](#)), unless described in the application and funded in the approved federal awards. This provision does not apply to the acquisition of supplies, material, equipment, or general support services.
8. Changes in the approved cost-sharing or matching provided by the non-federal entity; and
9. The need for additional federal funds to complete the project.

B. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of NIFA transaction records, which are available to the public. Information that the Secretary of Agriculture determines to be confidential, privileged, or proprietary in nature will be held in confidence to the extent permitted by law. Therefore, applicants should clearly mark any information within the application they wish to have considered as confidential, privileged, or proprietary. NIFA will retain a copy of an application that does not result in an award for three years. Such an application will be released only with the consent of the applicant or to the extent required by law. An applicant may withdraw at any time prior to the final action thereon.

C. Regulatory Information

This program is not subject to the provisions of [Executive Order 12372](#), which requires intergovernmental consultation with state and local officials. Under the provisions of the [Paperwork Reduction Act of 1995 \(44 U.S.C. Chapter 35\)](#), the collection of information requirements contained in this notice have been approved under [OMB Document No. 0524-0039](#).

APPENDIX I: AGENCY CONTACT

Program Contacts

Name	Email	Telephone
Erin Riley	Erin.riley@usda.gov	202-505-0361
Ara Staab	Ara.staab@usda.gov	816-908-3345

For administrative questions related to

- 1.Grants.gov, see Part IV of this RFA
- 2.Other RFA or application questions, please email grantapplicationquestions@usda.gov
- 3.Awards under this RFA, please email awards@usda.gov

U.S. Postal Mailing Address:

National Institute of Food and Agriculture
U.S. Department of Agriculture
P.O. Box 419205, MS 10000
Kansas City, MO 64141-6205

Courier/Package Delivery Address:

National Institute of Food and Agriculture
United States Department of Agriculture
2312 East Bannister Road, MS 10000
Kansas City, MO 64141-3061

APPENDIX II: GLOSSARY OF TERMS

Name	Acronyms
Agriculture and Food Research Initiative	AFRI
Authorized Representative	AR
Agricultural Research, Extension, and Education reform Act of 1998	AREERA
Coordinated Agricultural Project	CAP
Catalog of Federal Domestic Assistance	CFDA
Center of Excellence	COE
Data Management Plan	DMP
Federally Recognized Tribes Extension Program	FRTEP
National Institute of Food and Agriculture	NIFA
Project Narrative	PN
Request for Application	RFA
Research, Education, and Economics	REE
United States Department of Agriculture	USDA

APPENDIX III: DEFINITIONS

Refer to [7 CFR 3430 Competitive and Noncompetitive Non-formula Federal Assistance Programs – General Award Administrative Provisions](#) for additional definitions.

Terms	Definitions
Continuation Award	An award instrument by which NIFA agrees to support a specified level of effort for a predetermined period of time with a statement of intention to provide additional support at a future date, provided that performance has been satisfactory, appropriations are available for this purpose, and continued support would be in the best interest of the federal government and the public.
Matching	The process through which a grant recipient match awarded USDA funds with cash and in-kind contributions on a dollar-for-dollar basis. The matching funds must derive from non-Federal sources.
New Application	An application not previously submitted to a program.
Renewal Application	A project application that seeks additional funding for a project beyond the period that was approved in an original or amended award.
Resubmitted Application	A project application that was previously submitted to a program, but the application was not funded.
Resubmitted Renewal Application	A project application that requests additional funding for a project beyond the period that was approved in the original award. This is an application that had previously been submitted for renewal to but not funded.