Animal and Plant Health Inspection Service
U. S. DEPARTMENT OF AGRICULTURE

# National Animal Disease Preparedness and Response Program (NADPRP) Fiscal Year 2027 STATE Preparedness Notice of Funding Opportunity

**Funding Opportunity Title:** National Animal Disease Preparedness and Response Program (NADPRP) FY 2027 State Preparedness Funding Opportunity

**Funding Opportunity Number:** USDA-APHIS-10025-VSSP0000-27-0002

**Publication Date:** November 5, 2026

**Application Due Date:** January 7, 2027**,** at 11:59 PM Eastern Time


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## 1.0 BASIC INFORMATION

**Federal Agency Name:** United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS)

**Funding Opportunity Title:** National Animal Disease Preparedness and Response Program (NADPRP) FY 2027 State Preparedness Funding Opportunity

**Announcement Type:** Initial Announcement

**Funding Opportunity Number:** USDA-APHIS-10025-VSSP0000-27-0002

**Assistance Listing Number:** 10.025

**Type of Federal Assistance:** APHIS will use *Cooperative Agreements* to provide federal awards to successful applicants.

**Type of Application:** *New applications* will be competitively reviewed using the selection process and evaluation criteria described in Section 6.0.

**Available Funding:** APHIS will make available up to $40,000,000 in funds to support NADPRP projects in FY27. APHIS anticipates awarding approximately 40 awards, each ranging from $500,000 to $2,000,000.

**KEY DATES:**

**Application Deadline:** Thursday, January 7, 2027 at 11:59 p.m. Eastern Time, through ezFedGrants.

**Anticipated Award notification:** APHIS anticipates that applicants of proposals selected to receive funding will be notified within 150 days of the application deadline.

**Anticipated Project Start Dates:**

APHIS anticipates the performance period for cooperative agreements to begin between July 1, 2027 and August 31, 2027 and end no later than 36 months after the start date. AHPIS expects applicants to complete their projects within the required performance period, unless otherwise approved in writing by APHIS.

### 1.1 EXECUTIVE SUMMARY

The USDA Animal and Plant Health Inspection Service (APHIS) Veterinary Services (VS) announces the availability of up to $40,000,000 in funding through the One Big Beautiful Bill Act (OBBBA) and the 2018 Farm Bill for the **National Animal Disease Preparedness and Response Program FY 2027 State Preparedness Funding Opportunity**. Through NADPRP, APHIS partners with eligible entities to provide financial support for high-value projects to prevent or mitigate the introduction and spread of foreign and emerging animal diseases that pose significant risks to U.S. agriculture.

The purpose of the NADPRP FY 2027 State Preparedness Funding Opportunity is to strengthen State and regional capacity to prevent, prepare for, respond to, and recover from high-consequence foreign animal disease outbreaks such as New World screwworm, highly pathogenic avian influenza, African swine fever, and foot-and-mouth disease.

This competitive funding opportunity is open to State Departments of Agriculture and regional animal disease response organizations. To receive consideration, applicants must meet all eligibility and submission requirements outlined in this announcement and address the funding priorities identified

in Section 3.3. All applications will be evaluated according to the review criteria described in Section 6.0.

Applicants and stakeholders should be aware that APHIS is concurrently announcing the National Animal Disease Preparedness and Response Program FY 2027 Industry Preparedness funding opportunity.

Additional information on both FY 2027 NADPRP competitive funding opportunities, including eligibility requirements, application instructions, and supporting resources, is available on the APHIS Funding Opportunities website and USDA APHIS NADPRP website.

## 1.2 2027 HIGHLIGHTS AND CHANGES

Below are highlights of major changes from the FY 2025 NADPRP competitive funding opportunity:

- This Notification of Funding Opportunity (NOFO) was reorganized following the recent changes to the Uniform Guidance, Appendix I to Part 200, Title 2. The sections and layout have been revised for consistency with other federal NOFOs.
- Eligible entities are limited to State Departments of Agriculture and regional animal disease response organizations. See Section 2.1.
- Eligible applicants are encouraged to submit only one proposal to this funding opportunity. Proposals may address more than one funding priority topic. See Section 2.2.
- Applicants are encouraged to develop collaborative proposals that include subawards or contracts to qualified partners, including States, Tribes, Tribal organizations, universities, schools of veterinary medicine, NAHLN laboratories, livestock producer organizations, veterinary organizations, and other entities with demonstrated expertise or involvement in foreign animal disease prevention and response activities.
- Projects awarded funding must be completed within 36 months. The period of performance will depend on the nature of the work; one to three years from date of award is typical. See Section 3.4.
- All required documents described in Section 4.1 must be submitted by the application deadline shown in Section 5.4. Application packages that are missing required documents will not be considered.
- Applicants must submit their Work Plan and Financial Plan using the new, OMB-approved NADPRP Work Plan Template and Financial Plan Template. See Section 4.1.
- For awarded projects, Recipients must submit performance and financial reports semi-annually throughout the life of the project. Semiannual reports are due 30 days after the reporting period. See Section 8.2.

## 1.3 TIMING TO OBTAIN & SUBMIT EZFEDGRANTS REQUIRED ELEMENTS

| Required Action | Timing to Obtain/Submit |
|---|---|
| APHIS Deadline to receive final application and all supporting materials through ezFedGrants | January 7, 2027, at 11:59 p.m. Eastern Time |
| Obtaining your Organization's UEI Number from SAM.gov (if you do not already have one) | Same Business Day |
| Establishing your Active SAM.gov Account (if you do not already have one) | Up to 10 business days |
| Additional time for SAM.gov account to become available in ezFedGrants | 24 Hours |
| Creating your ezFedGrants profile and registering your Authorized Organizational Representative (AOR) authorization (if not already active) | Up to 10 business days |

## 1.4 AGENCY CONTACT INFORMATION

**NADPRP Information:** Resources and information on NADPRP that may be helpful to applicants, including descriptions of funded projects and required application forms, can be found on the USDA APHIS NADPRP website. After closely reviewing this NOFO in its entirety, applicants and other interested parties that have questions may contact the NADPRP staff by e-mail at vs.nadprp@usda.gov.

**ezFedGrants Information:** Information on USDA's ezFedGrants management system can be found on the website: https://www.usda.gov/about-usda/general-information/staff-offices/office-chief-financial-officer/ezfedgrants. Questions or requests for technical assistance with the ezFedGrants portal can be emailed to ezFedGrants-cfo@usda.gov.

# 2.0 ELIGIBILITY

Applicants and Applications must meet the criteria in this section and Section 6 to be eligible for review and funding.

## 2.1 ELIGIBLE APPLICANTS

Eligible applicants are:

- State Departments of Agriculture
- State Offices of the chief animal health official
- Regional animal disease response organizations such as the Multi State Partnership for Security in Agriculture (MSPSA), New England States Animal Agriculture Security Alliance (NESAASA), Southern Agriculture & Animal Disaster Response Alliance (SAADRA), and Western Alliance for Security in Animal Agriculture (WASAR).

## 2.2 OTHER ELIGIBILITY CONSIDERATIONS

**LIMIT ON NUMBER OF APPLICATIONS:** An eligible institution may submit up to three applications. To streamline administration of multiple awards, NADPRP encourages applicants to submit one comprehensive proposal that includes all proposed work. Proposals may address multiple funding priority topics (see Section 3.3).

**FUNDING RESTRICTIONS** including unallowable costs, indirect cost cap, and cost restrictions, are provided in the NADPRP Guidelines for Use of Funds and in the 2 CFR § 200 described in 2 CFR Subpart E, Cost Principles – General Provisions for Selected Items of Cost.

Funds may not be used in any way as prohibited by applicable law or regulations, to include 2 CFR § 200. Awards issued pursuant to this NOFO may only be used for the purpose set forth in the award, consistent with the statutory authority for the award.

## 2.3 COST SHARING

Cost sharing, matching, or cost participation is not required for NADPRP projects. If an applicant includes contributions as part of a cost share in their budget proposal and it is accepted by APHIS, the commitment of funds becomes legally binding, must be reported on the SF-425, and is subject to audit. Additional information about cost sharing is available in the NADPRP Guidelines for Use of Funds.

# 3.0 PROGRAM DESCRIPTION

## 3.1 LEGISLATIVE AUTHORITY

The NADPRP program is authorized under Section 12101 of the Agriculture Improvement Act of 2018 (aka “2018 Farm Bill”).

## 3.2 FUNDING OPPORTUNITY DESCRIPTION

**Program Purpose**: Through the NADPRP program, APHIS provides funds to support high-value projects that will help strengthen capabilities to prevent, detect, and mitigate the introduction and spread of foreign and emerging diseases and pests that threaten U.S. animal agriculture. APHIS makes funding available to support projects in animal disease and pest preparedness and response priority topic areas that are identified through consultation with eligible entities and stakeholders. Additional details about the program are available on the USDA APHIS NADPRP website. Program objectives specific to this funding opportunity align with the funding priorities described in Section 3.3.

**Expected Outcomes**: Projects funded under this announcement are expected to strengthen State and regional capacity to prevent, prepare for, respond to, and recover from foreign pest and animal disease outbreaks such as New World screwworm, highly pathogenic avian influenza, African swine fever, foot-and-mouth disease, and others.

**Performance Goals**: Performance goals, indicators, targets, baseline data, and data collection will depend on the priority topic or topics addressed and will be tailored to the specific project. Upon selection for funding, APHIS will consult with recipients to ensure they identify appropriate

performance goals, indicators, targets, baseline data, and data collection to successfully implement the project as outlined in the Work Plan.

## 3.3 FUNDING PRIORITIES

APHIS will consider project proposals that clearly and directly support one or more of the funding priority topics below.

**Applicants should refer to Appendix A for details about each topic and project examples.**

***OVERVIEW***

1. **TRAINING AND EXERCISES**
   Projects that will build State, regional, and national foreign animal disease (FAD) response capabilities through training and exercises.
2. **FAD RESPONSE STOCKPILES**
   Projects that will build State or regional stockpiles of critical equipment and supplies that responders need during a FAD outbreak. Projects must address high-priority needs for veterinary equipment and supplies that have been identified through recent disease and pest outbreaks, FAD response exercises, or other assessments.
3. **FAD RESPONSE PLANS**
   Projects that will strengthen State and regional FAD response plans by tailoring them to specific threats and current livestock production practices. Projects may include tabletop or functional exercises to test and refine response plans under realistic conditions, improve cross-sector understanding of roles and responsibilities, and strengthen implementation. They may also include communication initiatives to increase stakeholder awareness so plans can be executed quickly and effectively when needed.
4. **BIOSECURITY**
   Projects that improve biosecurity for any type or size of livestock operations, including backyard operations and livestock commingling sites (e.g., markets and auctions). Projects may also address biosecurity related to transporting animals, animal products, or related materials.
5. **TRACEABILITY**
   Projects to help States modernize their animal disease traceability systems and expand their RFID (radio-frequency animal identification) infrastructure.
6. **FAD DATA AND INFORMATION SHARING**
   Projects that improve State information and data sharing capabilities to enhance rapid detection, facilitate a coordinated response, and minimize economic, animal health, and public health impacts of FAD outbreaks. Data sharing projects must use USDA compliant electronic messaging standards.

## 3.4 FEDERAL AWARD INFORMATION

**Type of Assistance Instrument:** Awards will be funded via cooperative agreements.

**Federal Involvement:** APHIS will have substantial involvement in the administration and implementation of these agreements. APHIS will work closely with project recipients by providing

ongoing guidance, reviewing and commenting on project documents, monitoring progress, and maintaining regular communication to ensure timely advancement of project activities. This collaboration will include jointly identifying obstacles, resolving concerns, and refining project approaches as needed. Performance goals and data collection requirements will be tailored to each project, and upon selection for funding, APHIS will actively consult with recipients to establish appropriate performance goals, indicators, targets, and data collection methods to support successful project implementation as outlined in the Work Plan.

**Period of Performance:** Projects must be completed within 36 months. The period of performance will depend on the nature of the work; one to three years from date of award is typical. Funding will not be allowed, nor activities approved to occur, either before or after the designated period of performance. Pre-award costs and activities are rarely approved. If any work must occur before the agreement is awarded, a formal pre-award request must be submitted and approved in advance.

APHIS anticipates that work covered under these agreements will start between July 1, 2027 and August 31, 2027, but flexibility may be allowed to accommodate specific needs. APHIS encourages applicants to anticipate this date range when developing their project schedule. Agreements that include IT-related costs may require additional review prior to award execution.

APHIS expects applicants to complete their projects within the required performance period. APHIS encourages applicants to take the full performance period to allow enough time to complete projects. However, a project may be completed before the scheduled performance period end date. The applicant must indicate the start date and end date on Block 17 of the SF-424 “Application for Federal Assistance”.

**Award Size:** Award size varies by project type. Applicants must include a budget narrative in their Work Plan that explains, justifies, and provides details about all costs in the project budget (Financial Plan and SF-424A). APHIS anticipates awards ranging from $500,000 to $2,000,000.

## 3.5 ALLOWABLE AND UNALLOWABLE COSTS

All APHIS awards are subject to the general terms and conditions, cost principles, allowable and unallowable costs, direct and indirect costs, cost share and matching, and other considerations as described and defined in the NADPRP Guidelines for Use of Funds for APHIS Veterinary Services Farm Bill Cooperative Agreements and 2 CFR Subpart E, Cost Principles – General Provisions for Selected Items of Cost. All applicants must submit a detailed Financial Plan that adheres to the documents referenced above.

For information on UAS/Unmanned drones, see Section 8.1 and must comply with M-26-02 Ensuring Government Use of Secure Unmanned Aircraft Systems and Supporting United States Producers.

## 3.6 INDIRECT COSTS

Indirect costs for NADPRP cooperative agreements are limited to no more than 10 percent of the project’s total costs or the application of the applicant’s negotiated indirect cost rate agreement (NICRA), whichever is less. This limit also applies to sub-applicants (subawards). Eligible Applicants and Sub-awardees who include indirect costs in their financial plan must follow the instructions in NADPRP Guidelines for Use of Funds to calculate indirect costs.

Applicants with an active NICRA must include a copy of the NICRA in their application.

## 3.7 SUBAWARDS

The applicant may subaward, contract, and/or consult with a non-Federal entity when additional expertise, capabilities, or resources are needed to complete the proposed project and are not available within the applicant organization.

Contractual agreements and subawards may be selected through either competitive or non-competitive processes. When a non-competitive selection is used, the applicant must provide a clear and justified rationale for this approach. Contractual and subaward activities must be conducted through a procurement relationship with an individual or organization other than the applicant.

Recipients must obtain written approval from APHIS prior to issuing subawards or contracts (including any similar forms of agreement) regarding any segment of a funded award. Requests for prior approval must be in writing and identify the subrecipient or contractor, authorized activities, and all anticipated costs. If all such elements are identified in a budget or budget narrative at time of application, approval of the award constitutes prior written approval of the subaward or contract.

Please note that all costs allowed for subawards must be allowable costs per this NOFO. For example, if a cost is unallowable per this NOFO and associated regulations, it is also unallowable for subawards. Using cooperative agreement funds to fund programs or to activities that are not central to the purpose of the project or for unknown costs is unallowable.

Please refer to the USDA General Terms and Conditions and 2 CFR § 200 for complete information on requirements for subawards, primarily 2 CFR § 200.331 and 2 CFR § 200.332.

# 4.0 APPLICATION CONTENT AND FORMAT

Applicants MUST submit the required documentation in the appropriate format as listed in this section. Before applying, applicants must read the NOFO in its entirety to fully understand the program requirements. Pre-applications, letters of intent, or white papers are not required. For information on obtaining application templates and forms, see Section 5.1.

The application checklist below provides the mandatory documents for an application package. The total size of all PDF attachments cannot exceed 20 MB.

## 4.1 APPLICATION CHECKLIST

All application packages must include the documents listed below. Proposals with missing or significantly incomplete documents will be rejected (see Section 6.0).

**Required Documents:**

- ☐ Project proposal WORK PLAN developed using the new, OMB-approved NADPRP Work Plan Template. *See below.*
- ☐ Project proposal FINANCIAL PLAN developed using the new, OMB-approved NADPRP Financial Plan Template. *See below.*
- ☐ SF-424, “Application for Federal Assistance” - Completed when applying to the funding opportunity in ezFedGrants. See Appendix D.
- ☐ SF-424A, “Budget Information – Non-Construction Programs” – Completed when applying to the funding opportunity in ezFedGrants. See Appendix D

- ☐ Certification Regarding Lobbying - Required if the Federal Assistance is greater than $100,000.
- ☐ Disclosure of Lobbying Activities (SF-LLL) - Required if the Federal Assistance is greater than $100,000 and there are activities to report.
- ☐ Copy of the current signed Negotiated Indirect Cost Rate Agreement (NICRA), if indirect costs are claimed and if the applicant has a NICRA. See Section 3.6.
- ☐ Waiver or approval response letter from the State's Single Point of Contact (SPOC) if the applicant's project operates in a State that is required to comply with Executive Order 12372, Intergovernmental Review of Federal Programs. If the project operates in multiple States, the SPOC of each State in which the project will operate must be contacted by the applicant. See Section 5.5

**Optional Documents:**

- ☐ Letter(s) of Commitment from Partners and Collaborators. *See below.*
- ☐ Letter(s) of Support. *See below.*

Applicants should refer to Appendix C: Tips for Applicants when preparing a proposal package for submission. For instructions on completing forms SF-424 and SF-424A, refer to Appendix D: Completing Forms SF-424 and SF-424A.

### Project Proposal Work Plan

Applicants must submit a project proposal Work Plan that provides details on all aspects of the project. Applicants are required to use the new, OMB-approved NADPRP Project Work Plan Template. Work Plans submitted using any other format, or using older templates, will not be accepted.

Applicants should **briefly summarize** the relevant professional experience of the project leader(s) in the Work Plan instead of attaching curriculum vitae (CV's) or resumes.

Applicants must describe support needed from VS personnel to accomplish their project in the Work Plan. Support may include participation by VS personnel in events associated with the project (e.g., exercises, workshops, planning meetings) or services to be provided by VS subject matter experts (e.g., data, information, analyses) to complete the project.

Work Plans should not exceed 20 pages and must be submitted in PDF format. Refer to Appendix C: Tips for Applicants for more information.

### Project Proposal Financial Plan

Applicants must submit a project proposal Financial Plan that includes details about the project budget. Applicants must use the new, OMB-approved NADPRP Financial Plan Template. Financial plans submitted using any other format, or using older templates, will not be accepted. When preparing a Financial Plan, applicants must comply with the guidance and funding restrictions described in Section 2.2. Financial Plans must be submitted in PDF format. Information in the Financial Plan must match the funding and budget information in the SF-424, SF-424A, and Work Plan. Refer to Appendix C: Tips for Applicants for more information.

### Letters of Commitment

Letters of commitment from partners or collaborators are not required at the time of application but may be included. A letter of commitment is a formal document from a partner or collaborator expressing their intention to carry out work on the proposed project. It serves as a preliminary agreement that outlines key details such as the parties involved, the scope of the commitment, timelines and any associated conditions. If included, letters of commitment should be uploaded in PDF format as attachments in the ezFedGrants system. If selected for funding and applicable, APHIS may require letter(s) of commitment prior to the award.

### Letters of Support

Letters of support are not required but may be included. A letter of support is a formal endorsement of a proposal from a person or organization that is not significantly involved in carrying out and may or may not benefit from the proposed work. Letters of support from State / Tribal animal health officials or livestock producer organizations are helpful for some types of projects. If included, letters of support should be uploaded in PDF format as attachments in the ezFedGrants system. **Applicants should not request letters of support from APHIS VS employees**; NADPRP will solicit input from APHIS VS experts during the review process.

**National Veterinary Stockpile Resources:** Applicants may not use resources provided by the USDA APHIS National Veterinary Stockpile to complete their projects.

## 4.2 INFORMATION REQUIRED FROM SELECTED APPLICANTS

If selected for funding, APHIS will work with the Applicant to review the proposed scope of work, budget, and supporting documents, and will negotiate revisions as needed and feasible. Applicants may be required to submit updated project documents. Failure to provide requested information in a timely manner may result in the project not being funded.

# 5.0 SUBMISSION REQUIREMENTS AND DEADLINES

## 5.1 OBTAINING AN APPLICATION PACKAGE

All application materials and instructions are available through this announcement. Application materials are also available through the ezFedGrants website or Grants.gov by searching under either the Assistance Listing number “10.025” or the Funding Opportunity Number “USDA-APHIS-10025-VSSP0000-27-0002”.

## 5.2 UNIQUE ENTITY IDENTIFIER (UEI), SYSTEM FOR AWARD MANAGEMENT (SAM) ACCOUNT, AND EZFEDGRANTS ACCOUNT

Applicants MUST have a Unique Entity Identifier (UEI), an active SAM.gov account and an ezFedGrants account to apply. **Applicants are strongly advised to start the SAM and ezFedGrants registration processes immediately to allow enough time to meet the application submission deadline**. Instructions for SAM registration and ezFedGrants registration are available in Appendix B: New Applicant Information and APHIS’ How to Apply for APHIS Funding: Getting Started website.

### System for Award Management (SAM)

All applicants are required to register in SAM prior to submitting a proposal for this funding opportunity, provide a valid unique entity identifier (UEI) in the application, and always maintain an active SAM registration with current information during the application process and award period of performance. This does not apply if the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR 25.110. To register, go to the SAM website. **During the SAM registration process, it is mandatory to complete the Financial Assistance Certification Report to receive federal financial assistance.** Please allow up to 10 business days to complete the registration in SAM.gov. Registration is free. Frequently Asked Questions, user guides, demonstration videos, etc. can be found at the SAM website, under the "SAM.gov | Help" tab.

Your organization will need a UEI which is a 12-character alphanumeric ID assigned to an entity by SAM.

### ezFedGrants

Once your registration in SAM becomes active, allow 24 additional hours for your account to become available in other federal government systems (like ezFedGrants). All applicants MUST have an active account in the USDA ezFedGrants system to submit their application. To register, go to the ezFedGrants website. Applicants that already have an active account in USDA's ezFedGrants system should verify that their account is active to ensure they can apply and avoid last-minute delays.

## 5.3 SUBMISSION INSTRUCTIONS

Only electronic submission of application packages through ezFedGrants will be accepted. APHIS encourages applicants to begin the application process early.

Application packages must be complete; incomplete application packages will not be accepted. See Section 4.1: Application Checklist.

Applicants who encounter technical difficulties should reach out to the ezFedGrants Help desk (ezFedGrants-cfo@usda.gov) or to NADPRP (vs.nadprp@usda.gov) at least 3 business days prior to the application deadline for assistance.

## 5.4 SUBMISSION DATE AND TIME

Applicants must submit applications electronically via ezFedGrants by 11:59 PM Eastern Time on January 7, 2027. Late application packages will not be accepted.

## 5.5 INTERGOVERNMENTAL REVIEW

If selected and applicable, States that are required to comply with Executive Order 12372, Intergovernmental Review of Federal Programs, will need to include a waiver or approval response letter from the State's Single Point of Contact (SPOC). Check the Intergovernmental Review (SPOC List) (usda.gov) for the most current list of required States for APHIS CFDA 10.025.

## 6.0 APPLICATION REVIEW INFORMATION

This is a competitive funding opportunity restricted to eligible applicants listed in Section 2.1. All applications will go through a review process as described in the following sections.

### 6.1 INITIAL REVIEW (INITIAL SCREENING)

Each application is initially reviewed for completeness, as well as compliance with eligibility criteria described in Section 2.1. If an application does not meet these requirements, it is removed from consideration. An application package must meet these initial screening criteria to be eligible for consideration.

- Application package must be submitted by an eligible entity. See Section 2.1.
- Proposal Work Plan must clearly and directly address one or more funding priority. See Section 3.3 and Appendix A.
- The proposal Work Plan and Financial Plan must be developed using the required NADPRP Work Plan and Financial Plan templates. See Section 4.1.
- Application package must include all required documents. See Section 4.2.
- Application package must comply with the submission instructions. See Section 5.3.
- Application package must be submitted by the application deadline described. See Section 5.4.

### 6.2 MERIT REVIEW (REVIEW PROCESS AND CRITERIA)

Applications that pass the initial review screening are evaluated for their overall merit by a team of subject matter experts nominated by VS. Each team evaluates assigned applications using instructions prepared by VS NADPRP program administrators. Individual reviewers score each application using the Review Criteria shown. The review team may seek counsel from additional subject-matter experts as appropriate. The VS NADPRP program administrators use the review team's scores and recommendations as the basis for selecting applications to go on to the administrative review (Section 6.3).

**Review Criteria**

Proposals will be evaluated based on the criteria listed below. Applicants should explicitly address these criteria in their application. The weighted percentage of each criterion is listed in parenthesis; sub-criteria are equally weighted within each criterion.

**Alignment and Purpose (35%)**

- Demonstrates alignment with one or more funding priorities in Appendix A, including the strength and relevance of that alignment.
- Identifies the problem or need the project will address, why it is important, and why funding is justified.
- Provides a well-defined project purpose, scope, and target audience, with strong justification of the value to the project's goals.

**Project Design and Feasibility (25%)**

- Provides a clear and well-organized work plan with **objectives** that are specific, meaningful, and realistic.

- Describes detailed **activities** that directly support each objective and explains how these activities will lead to the intended results.
- Identifies the expertise needed and each person's role. If partners or collaborators are involved, explain how they will strengthen the project.

**Budget and Resource Justification (20%)**

- Describes how each project cost is necessary to achieve the project's objectives.
- Demonstrates that the budget is reasonable and appropriate for the proposed work and expected results.

**Expected Impact (20%)**

- Delivers high-quality **products**, such as reports, educational materials, publications, training, exercises, or workshops.
- Provides meaningful and measurable **outcomes** that are expected to benefit the target audience.

## 6.3 ADMINISTRATIVE REVIEW (SELECTION PROCESS AND RISK REVIEW)

VS will conduct a final administrative evaluation of each application that is recommended for funding by the review team. In addition to reviewer's scores and recommendations, VS reviews each application to ensure that potential recommended projects align with the scope and requirements of this NOFO, allowability of budget items, current critical FAD response needs and priorities of American livestock producers, available funding, geographic coverage / variety, and potential redundancy with projects funded through other federal awards. VS will work with top-scored applicants to negotiate any revisions if necessary. VS will also assess an organization to account for the use of Federal funds and monitor the performance associated with these awards using the guidance provided in Risk Review information below.

APHIS has final authority in determining which projects are funded for this initiative. A project may be selected for partial funding of specific objectives or activities within a proposed Work Plan, based on reviewer recommendations.

**Risk Review**

During the application review process, APHIS will conduct a risk assessment for applicants that pass the initial screening described in Section 6.1. Applicants will be verified in the System for Award Management (SAM) to ensure they have not been disbarred or suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. APHIS may not issue a federal award to an applicant until the applicant has complied with all applicable unique entity identifiers and SAM requirements. If an applicant has not fully complied with the requirements, APHIS may determine that the applicant is not eligible to receive a federal award. When anticipated total federal share exceeds the simplified acquisition threshold, APHIS is required to review and consider information about the applicant included in the designated integrity and performance system accessible through SAM. An applicant, if desired, may review and comment on any information about their organization previously entered and currently in the system. When completing the risk assessment, APHIS will consider applicant comments in addition to other information in the designated integrity and performance system to assess applicant's integrity, business ethics, and record of performance under federal awards. For additional information refer to 2 CFR § 200.206.

If the applicant is found to present significant risk, APHIS may choose not to fund the application or place specific conditions on the award. For additional information refer to 2 CFR § 200.208.

APHIS will follow government-wide rules that prevent making awards to applicants that have been suspended or debarred from receiving federal awards.

Subrecipient(s) selected must undergo risk assessment reviews as detailed in 2 CFR Part § 200.205 to receive the subaward. Recipient procurements shall be in accordance with 2 CFR Part § 200.317 or 2 CFR Part § 200.318, as applicable.

## 7.0 AWARD NOTICES

All applicants will be notified by email stating whether their application has been selected for award after the list of awarded projects is approved by the Secretary of Agriculture and announced by USDA APHIS. APHIS will notify the individual listed on the SF-424 "Application for Federal Assistance" in block 8.f.

If selected, VS will work with applicants to negotiate any revisions if necessary and possible. APHIS may award less than the requested amount of funds for a project, and in these cases, applicants may accept or decline the award that is offered. If applicants accept a reduced funding level, they will need to submit a revised application that addresses reviewer concerns and aligns with the suggested award amount. APHIS will provide additional guidance to applicants in these situations.

Failure to provide requested information in a timely manner may result in a project not receiving funding.

Applicants selected for funding will receive detailed instructions for completing the Notice of Award in ezFedGrants. The Notice of Award will include all pertinent information and requirements, including those specified in the USDA General Terms and Conditions. Applicants not selected for funding will be notified via ezFedGrants after the selections are made public.

Awards will be executed as soon as possible after the awarded projects are announced.

Press releases and email notifications do *not* authorize work to begin. Work may only start after the Notice of Award is electronically signed in ezFedGrants by all required signatory officials. Pre-awards may be requested if there is urgency to begin work before the award can be executed. Applicants need to be aware that beginning performance is at the applicant's own risk.

## 8.0 POST-AWARD REQUIREMENTS AND ADMINISTRATION

### 8.1 ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

Additional requirements that apply to successful applicants can be found at 2 CFR Subtitle B, Chapter IV. Successful applicants also must comply with the APHIS General Terms and Conditions, USDA General Terms and Conditions, the approved project Work Plan, and the approved project Financial Plan on the USDA APHIS NADPRP website. (APHIS will add jump links to work and financial plan templates once approved)

Successful applicants, and any contracts issued under the award, must ensure that all required geospatial data complies with USDA Department Regulation DR-3465-001 and the Geospatial Metadata Standards outlined in DM 3465-001.

Before accepting an award, applicants should thoroughly review all award documents for instructions on administration and applicable terms and conditions. By signing the Notice of Award, the recipient agrees to all conditions in this funding opportunity and any Special Terms and Conditions included in the Notice of Award.

For applicants that may need assistance with import or agent permits or meeting other regulatory requirements, APHIS will provide direct assistance and support to execute approved projects.

**Drones or Unmanned Aircraft Systems (UAS)** must be acquired in alignment with the National Defense Authorization Act of 2024 (H.R. 2670), the Blue UAS Cleared List and M-26-02 Ensuring Government Use of Secure Unmanned Aircraft Systems and Supporting United States Producers .

Applicants are prohibited from purchasing of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR Part 200.216).

APHIS awards may not be used to support the procurement of unmanned aircraft systems to process, store, or transmit Federal information (as defined in OMB Circular A-130) unless the grant is specifically available for procurement of such equipment and grantees describe in their application how they will comply with the information security requirements outlined in Appendix B of M-26-02 Ensuring Government Use of Secure Unmanned Aircraft Systems and Supporting United States Producers and develop a risk-based approach to applying those requirements to procurement solicitations to potential vendors under the resulting Federal award. This information, if provided, will be evaluated by APHIS as part of its evaluation process. If such procurement is approved, specific information security requirements may be included in the terms and conditions of the grant to ensure that the grantees will incorporate those requirements in procurement solicitations of unmanned aircraft systems under the Federal award.

## 8.2. REPORTING REQUIREMENTS

Recipients must submit semi-annual and final reports as specified in the Notice of Award and in the APHIS General Terms and Conditions. All reports must be submitted through ezFedGrants.

**Semiannual Reports:** Recipients must submit semiannual performance reports and semi-annual financial reports (SF-425) in the ezFedGrants system. Semiannual reports are due 30 days after the reporting period.

**Final Reports:** Final performance and financial reports, and applicable closeout documentation, must be submitted within 120 days after the end of the performance period or after an amendment has been issued to close out the cooperative agreement, whichever comes first. Recipients must submit a final financial report and final progress report detailing all accomplishments and a qualitative summary of the impact of those accomplishments throughout the period of performance. Recipients are encouraged to include photographs and other supplemental material in the performance report.

For awards in which the total lifetime value exceeds $500,000, additional reporting may be required as described in Appendix XII to 2 CFR 200.

**Subaward and Contract Reporting**: If selected for funding, the primary applicant will maintain the oversight and reporting responsibility as the AOR for any subawards or contracts. See 2 CFR § 200.331 for more information.

**Subaward and Executive Compensation Reporting:** If selected for funding, applicants must ensure that they have the necessary processes and systems in place to comply with the subaward and executive compensation reporting requirements established at 2 CFR § 170.

## 9.0 OTHER INFORMATION

The USDA is not obligated to make any awards as a result of this announcement nor to make any changes to future announcements. Only the APHIS Authorized Departmental Officer can bind the Government to an expenditure of funds, and this obligation of funds shall only occur in writing by authorized officials and under the approved USDA, APHIS Cooperative Agreement format.

### 9.1 DEFINITIONS

**Livestock:** This announcement uses definitions as described in Section 8302 of the Animal Health Protection Act. Per the Animal Health Protection Act 7 (USC Ch. 109), the term "livestock" includes "all farm-raised animals" and includes poultry, equines, farm-raised aquatic animals, and other traditional and non-traditional farm-raised animals.

### 9.2 PAPERWORK REDUCTION

The NADPRP Work Plan Template and Financial Plan Template are required for all applicants. See Section 4.1. These templates were reviewed by the United States Office of Management and Budget (OMB) to ensure compliance with the Paperwork Reduction Act of 1995 and assigned OMB control numbers. The time required to complete this information collection is estimated to average 1.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden statement or any other aspect of this information collection, including suggestions for reducing this burden, to APHIS.PRA@usda.gov.

## APPENDIX A. FUNDING PRIORITY TOPICS

In this funding opportunity, APHIS will consider project proposals that clearly and directly strengthen State and regional capabilities and capacity to prepare for, respond to, and recover from foreign animal disease (FAD) outbreaks. APHIS will prioritize funding to proposals that target one or more of the funding priority topics described below.

**Overview**

1. **TRAINING AND EXERCISES**
   Projects that will build State, regional, and national FAD response capabilities through training and exercises.
2. **FAD RESPONSE STOCKPILES**
   Projects that will build State or regional stockpiles of critical equipment and supplies that responders need during a FAD outbreak. Projects must address high-priority needs for veterinary equipment and supplies that have been identified through recent disease and pest outbreaks, FAD response exercises, or other assessments.

3. **FAD RESPONSE PLANS**
   Projects that will strengthen State and regional FAD response plans by tailoring them to specific threats and current livestock production practices. Projects may include tabletop or functional exercises to test and refine response plans under realistic conditions, improve cross-sector understanding of roles and responsibilities, and strengthen implementation. They may also include communication initiatives to increase stakeholder awareness so plans can be executed quickly and effectively when needed.

4. **BIOSECURITY**
   Projects that improve biosecurity for any type or size of livestock operations, including backyard operations and livestock commingling sites (e.g., markets and auctions). Projects may also address biosecurity related to transporting animals, animal products, or related materials.

5. **TRACEABILITY**
   Projects to help States modernize their animal disease traceability systems and expand their RFID (radio-frequency animal identification) infrastructure including modernizing concentration points to collect and share animal movement data.

6. **FAD DATA AND INFORMATION SHARING**
   Projects that improve State information and data sharing capabilities to enhance rapid detection, facilitate a coordinated response, and minimize economic, animal health, and public health impacts of FAD outbreaks. Data sharing projects must use USDA compliant electronic messaging standards.

APHIS may consider proposals outside the scope of these priority topics if the proposal includes objectives and activities that will clearly and directly strengthen State and regional capabilities and capacity to prevent, prepare for, respond to, and recover from FAD outbreaks. For example, APHIS will consider projects focused on evaluating livestock depopulation, carcass disposal, or decontamination methods.

**Details**

**1. TRAINING AND EXERCISES**

APHIS VS will support projects that build State, regional, and national FAD response capabilities through training and exercises. Projects in this priority topic may:

a. Address the FAD response training and exercise needs of State personnel; private, accredited, or regulatory veterinarians; other animal health professionals; laboratory personnel; livestock owners and workers on farms or livestock commingling locations such as markets or auctions; extension agents; livestock transporters; and others who may be enlisted to assist in controlling animal disease outbreaks.

b. Include different types of stakeholders in training and exercises, including participants from federal or State agencies (agriculture, emergency response, wildlife management, public health), Tribes, academia, extension, industry veterinarians and others who may be involved in State or regional FAD response activities.

c. Develop and deliver training events and exercises, create curricula and training resources, standardize and/or organize training resources into a central repository, and/or provide opportunities to practice and reinforce/re-certify training and identify additional training needs. Use a variety of modalities to deliver training or exercises, including virtual or in-person.

d. Include meetings and workshops to prepare for training and exercise events or to develop after-action reports and improvement plans.

e. Encourage participation in training and exercises by covering travel costs and fees for presenters, trainees and subject matter experts.

f. When applicable, use training and exercise template materials available through the APHIS VS National Training & Exercise Program (VS NTEP) or other sources to minimize the need to develop new materials.

g. Complement or expand upon training or exercise projects funded by USDA and other federal or industry partners.

h. Develop resources and carry out educational campaigns to promote awareness of FAD emergency response training and exercise resources, opportunities, and lessons learned.

i. Build State and regional FAD preparedness by cultivating experts and filling critical positions to plan, implement, and improve training and exercises to bolster State and regional capabilities to respond to high-consequence animal disease outbreaks.

Training and exercise projects may target a broad range of FAD preparedness and response skills, including but not limited to:

- Position-specific training for Incident Management Teams (e.g., case managers, site managers, biosecurity officers, safety officers, and others)
- 3D training, including depopulation, carcass disposal, and cleaning & disinfection of premises, trucks, trailers, and equipment
- Information sharing and data management, including training to improve capabilities and skills for using USDA's Emergency Management Response System (EMRS)
- Biosecurity and disease transmission risk mitigation
- Quarantine or stop-movement orders, movement restrictions, permitting, and continuity of business
- Emergency response communications
- Health and safety of responders
- Personnel Protective Equipment (PPE)
- Sample collection and sample submission for diagnostic testing
- FAD diagnostic testing procedures
- Managing FAD response logistics and resources
- Using vaccine or other veterinary countermeasures for FAD response
- Using mapping tools and services to support incident response and emergency response planning
- Epidemiological investigations and tracing
- FAD surveillance in outbreak situations
- Animal disease traceability on farms and at commingling locations
- Improving early detection, reporting and surveillance of FADs

## 2. FAD RESPONSE STOCKPILES

APHIS VS will support projects that build State or regional stockpiles of critical equipment and supplies that responders need during an FAD outbreak. Projects must address high-priority needs for veterinary equipment and supplies that have been identified through recent disease and pest outbreaks, FAD response exercises, or other assessments. Projects in this priority topic may:

a. Target acquisition of high-priority equipment and supplies that are critically needed for responding to a foreign or emerging animal disease or pest outbreak. Acquisitions should complement resources available to States through USDA's National Veterinary Stockpile.

b. Conduct analyses to identify stockpile needs.

c. Develop acquisition strategies, plans, and/or procedures to ensure that the stockpile can support the implementation of current State or regional FAD response plans and that best practices are used for storage, maintenance, inventory management, and accessibility of stockpiled equipment and supplies.

d. Training and exercises to ensure that States can manage the logistical requirements for delivering equipment and supplies to responders during the initial stages of an FAD outbreak and that personnel are trained to use the equipment and supplies.

e. Pilot new stockpile management approaches, testing mobilization and deployment procedures, and refining storage and maintenance systems to ensure resources remain ready for rapid activation during an emergency.

f. Include coordination with other States or regional partners to reduce duplication of effort, strengthen resource sharing, and improve interoperability.

g. Include cost sharing or other cost saving measures.

h. Build State and regional FAD preparedness by cultivating experts and filling critical positions to manage and continuously improve State or regional stockpiles and stockpile planning to bolster State and regional capabilities to respond to high-consequence animal disease outbreaks.

## 3. FAD RESPONSE PLANS

APHIS VS will support projects that will strengthen State and regional FAD response plans by tailoring them to specific threats and current livestock production practices. Projects may include tabletop or functional exercises to test and refine response plans under realistic conditions, improve cross-sector understanding of roles and responsibilities, and strengthen implementation. They may also include communication initiatives to increase stakeholder awareness so plans can be executed quickly and effectively when needed. Projects in this priority topic may:

a. Develop, update, or enhance regional or State emergency response plans, such as:

- Plans describing actions that occur immediately after an FAD confirmation, including initial animal disease containment plans and communication plans.
- Animal movement control plans for FAD response, including plans to implement stop movement orders, resume movement following a stop movement order, manage permitted animal movement during an outbreak, and plans for managing other intra- and inter-State movement restrictions.
- 3D plans, including processes and policies for State / regional carcass disposal and plans for stamping out disease (depopulation) and/or decontamination of premises, equipment, vehicles, and other materials.

- Plans, processes, and policies for using vaccine or other veterinary countermeasures (e.g., pesticides) to prepare for or respond to an FAD outbreak.
- Logistics plans describing how States or regions will use local stockpiles of supplies and equipment for FAD response and how materials from USDA's National Veterinary Stockpile will be acquired and used.
- Human resources and staffing plans for FAD response, including options for using personnel from other State agencies, volunteer veterinary response corps, and others.
- Communications plans, including notification processes and stakeholder messaging.
- State or regional plans and best practices for surveillance of foreign and emerging diseases of concern, including arthropod borne diseases.
- Plans, processes, and policies for sharing critical data for FAD response, including plans and policies for using USDA's EMRS system and for sharing data on premises, animal movement events / animal disease traceability, laboratory diagnostic testing data, and other types of information.

b. Improve stakeholder understanding of FAD response plans and the implications for livestock owners and their communities.
c. Include diverse stakeholder groups to strengthen plans and ensure acceptance and coordinated implementation across multiple stakeholder groups (e.g., federal, State, Tribal entities; producer groups; public health, wildlife, and environmental agencies; zoological and wildlife facilities; law enforcement).
d. Analyze and use information from recent disease outbreaks to improve State or regional response plans, evaluate alternative approaches, and identify new approaches to reduce economic impacts of FAD outbreaks.
e. Align with and support the implementation of U.S. national emerging and foreign animal disease response plans (e.g., ASF, HPAI, FMD) to ensure States can respond quickly and effectively to detections.
f. Practice and improve FAD response plans through training and exercises.
g. Build State and regional FAD preparedness by cultivating experts and filling critical positions to develop and improve State and regional FAD response plans.

**4. BIOSECURITY**

APHIS VS will support projects that improve biosecurity practices on all types and sizes of livestock operations, including backyard operations and livestock commingling sites (e.g., markets and auctions). Projects may also address biosecurity related to transporting animals, animal products, or related materials. Projects in this priority topic may target a broad range of biosecurity topics, including but not limited to:

a. Enhancing biosecurity knowledge of State personnel; private, accredited, or regulatory veterinarians; other animal health professionals; laboratory personnel; livestock owners and workers on farms or livestock commingling locations such as markets or auctions; extension agents; livestock transporters; and others involved in animal agriculture.
b. Developing, evaluating and strengthening biosecurity and biocontainment practices and compliance.

c. Developing, evaluating and strengthening biosecurity plans, enhanced biosecurity plans and Secure Food Supply (SFS) plans on any livestock operation.

d. Developing, evaluating, and strengthening biosecurity auditing tools and resources and/or organizing resources into a central repository.

e. Assisting livestock owners and farm workers with evaluating, developing and enhancing on-farm secure food supply (SFS) and enhanced biosecurity plans for livestock premises to prevent the introduction and spread of animal diseases and to maintain continuity of business during outbreaks.

f. Increasing stakeholder participation in industry-driven, USDA, State and other biosecurity programs.

g. Developing or expanding existing outreach and education resources and/or campaigns to promote stakeholder awareness of biosecurity, FAD etiology and prevention, SFS and enhanced biosecurity plans and the business-continuity impacts of FAD outbreaks.

h. Evaluating, developing and validating innovative methods and tools to identify gaps in biosecurity practices, cost-effective biosecurity methods, and enhance producer implementation of biosecurity programs or practices. This may include economic evaluations of biosecurity investments and their impacts on disease risk.

i. Developing biosecurity standards that may lead to industry-driven programs to review and certify biosecurity plans and implementation and encourage maintaining compliance.

j. Evaluating the relative importance of different pathogen routes of entry onto and within livestock premises and the effectiveness of measures to mitigate those risks.

k. Build State and regional FAD preparedness by cultivating experts and filling critical positions to lead biosecurity outreach and/or programs to bolster State and regional capabilities to respond to high-consequence animal disease outbreaks.

**5. ANIMAL DISEASE TRACEABILITY**

Projects to help States modernize their animal disease traceability systems and expand their RFID (radio-frequency animal identification) infrastructure. Projects in this priority topic may:

a. Support the goals of USDA's Animal Disease Traceability System, which include:

- Advance the electronic sharing of data among Federal and State animal health officials, veterinarians, and industry, including sharing basic animal disease traceability data with the Federal animal health events repository;
- Use electronic identification tags for animals requiring individual identification to make the transmission of data more efficient;
- Enhance the ability to track animals from birth to slaughter through a system that allows tracking data points to be connected; and
- Elevate the discussion with States and industry to work toward a system where animal health certificates are electronically transmitted from private veterinarians to State animal health officials.

b. Include purchasing electronic identification tags, hardware, and software to carry out targeted projects to enhance animal disease traceability including efforts to modernize concentration point hardware and software systems and physical systems to cost effectively use EID and report

traceability data to State and or Federal systems and complement purchases funded by USDA APHIS' non-competitive animal disease traceability cooperative agreements.

c. Develop and execute tracing exercises that promote and evaluate collaborative Federal, State, Tribal, and industry implementation of animal disease traceability systems with a focus on identifying opportunities for improvement in traceability systems that are applicable to trace-backs/forwards in an FAD animal disease event.

d. Enhance the accuracy and speed of tag retirement data from slaughter facilities to Federal, State, and/or Tribal databases to streamline animal disease traceability.

e. Improve States' animal disease traceability capabilities for animals moving through markets, auctions, exhibitions, rodeos, fairs, livestock commingling events, and other locations.

f. Develop, update, or enhance regional or State animal movement control plans for FAD response, including plans to implement stop movement orders, resume movement following a stop movement order, manage permitted animal movement during an outbreak, and plans for managing other intra- and inter-State movement restrictions.

g. Simulate the permitting process for livestock movement and strengthen processes for requesting, generating, approving, and tracking permitted animals through commerce.

h. Build States' traceability capabilities by cultivating experts and filling critical positions to develop and improve animal disease traceability, including but not limited to establishing or supporting a dedicated animal disease traceability coordinator position.

i. Enhance compliance with and/or enforcement of Federal, State, and/or Tribal animal disease traceability regulatory regulations through the creation or augmentation of data systems that will improve capabilities to limit the potential for FAD disease transmission in the event of an outbreak.

**6. FAD DATA AND INFORMATION SHARING**

APHIS VS will support projects that strengthen State preparedness, improve information and data-sharing capabilities, expand training, and enhance the use of EMRS and other VS systems to support rapid detection, animal disease traceability, national surveillance, coordinated responses, reduced economic impact, animal health, and public health impacts during foreign animal disease (FAD) outbreaks.

Projects in this priority area may:

a. Enhance data sharing capabilities between State and Federal systems.

b. Enhance use of the Emergency Management Response System (EMRS), the USDA APHIS system of record for all animal emergency response activities. Projects in this priority topic may support EMRS-specific information sharing improvements such as:

- Strengthening State preparedness, training, and use of EMRS.
- Expanding State implementation of validated National Premises Identification Numbers (PINs) and deploying a Premises Identification Coordinator to maintain data quality for the PINs within their systems and/or the USDA APHIS Premises Management application to improve traceability.
- Enabling laboratory order messaging from EMRS to NAHLN laboratories to support rapid diagnostic coordination during FAD events.

- Advancing electronic data-sharing capabilities for animal movement information from State systems. Animal movement messaging must use USDA-compliant electronic messaging standards.

c. Include training and exercises to strengthen data sharing capabilities and identify areas for improvement.

d. Cultivate experts and fill critical positions to improve data stewardship and the use of EMRS by state employees prior to and during an animal emergency response, this would include the development of EMRS Network Associate positions as State EMRS Subject Matter Experts.

e. Ensure that key partners are aware of data-sharing expectations and electronic messaging processes used during FAD response activities.

All data-sharing projects must use USDA-compliant electronic messaging standards, specifically the Animal Health Regulatory Message Schema (AHRMS) or other compliant messages to ensure secure, interoperable exchange of regulatory activity data such as field testing, laboratory submissions, vaccinations, inspections, treatments, and restricted-movement events. Projects must be fully compatible with EMRS and other designated federal systems.

## APPENDIX B. NEW APPLICANT INFORMATION

Applicant organizations must complete and maintain the following registrations to be eligible to apply for or receive a NADPRP award. **These registrations must all be completed before the application can be submitted. Registration in these systems may take 10 business days or more, so applicants should confirm that their registrations are current and/or begin these registration processes AS SOON AS POSSIBLE.**

Failure to complete registrations in advance of a due date is not a valid reason for a late submission. Take these steps before submitting your application in ezFedGrants. This information is also available on APHIS' How to Apply for APHIS Funding: Getting Started website.

1. **Register your organization with the U.S. Government System for Award Management (SAM).** You must be registered in SAM to apply for Federal funding, including all APHIS opportunities.
    a. Don't wait! It takes at least 10 business days after you submit your registration for it to become active in SAM, plus at least 1 more day until it's available in other Government systems like ezFedGrants.
    b. You can register in SAM at any time, even if you're not applying for funding right away.
2. **Create a Login.gov account.** This gives you secure access to USDA's online systems and services, including ezFedGrants.
    a. *Note: The use of Login.gov is optional for existing USDA eAuthentication account holders. For more information, visit Login.gov for Existing USDA Customers.*
3. **Establish an ezFedGrants Account**: Applicants must have an active account in the USDA ezFedGrants system to submit their application for NADPRP funding. You'll need to have at least one Grants Administrative Officer (GAO) and one Signatory Official (SO) to set up your account. We recommend identifying these individuals as soon as possible and prior to submitting proposals to streamline your application process. For help using the ezFedGrants system, contact the ezFedGrants help desk at ezFedGrants@cfo.usda.gov.

## APPENDIX C. TIPS FOR APPLICANTS

### Best Practices

- Get started early. Do not wait until the day of the application deadline!
- Complete the following registrations **as soon as possible** to avoid delays in submitting your application to ezFedGrants: (1) Register and maintain an active SAM account, (2) create a Login.gov Account, and (3) establish an ezFedGrants account. Instructions and information to complete these registrations are available in Appendix 2 and on APHIS' How to Apply for APHIS Funding: Getting Started website.
- Read and follow all application instructions in this NOFO.
- Make sure that every item in the Budget and Financial Plan is described with enough information so that reviewers can verify that the cost is reasonable and justifiable.
- Check that the total funding requested and budget details in the Work Plan, Financial Plan, SF-424, and SF-424A are the same.
- Make sure that no costs in your NADPRP work plan or budget are redundant with costs already covered in other cooperative agreements your agency has with AHPIS VS (e.g. umbrella, ADT, and others) or other federal programs. This will significantly delay review and approval of your application.

### ezFedGrants Tips

- When uploading attachments in ezFedGrants, click the "Add Attachments" button.
- Only PDF attachments can be added in in ezFedGrants. The total size of all PDF attachments cannot exceed 20 MB. PDF attachments cannot include comments or passwords, and PDF files names cannot include any special characters.
- For steps on submitting your application in ezFedGrants, reference Applying to Opportunities in ezFedGrants Job Aid.

### Work Plan Tips

- Use the new, OMB-approved NADPRP Work Plan Template.
- Submit the Work Plan in PDF format.
- Make sure all parts of the Work Plan template are completed.
- Check that the Work Plan does not exceed 20 pages.
- Ensure you do not exceed the word limits specified throughout the Work Plan.
- Verify that the proposal directly and clearly supports one or more of the funding priority topics described in **Appendix A**.
- Proposals that are organized, clearly written, and easy to follow will be well received by the review panel. Take time to think out the objectives, the deliverables to be produced from each objective, and the resulting impacts and outcomes. Logically describe the planned activities (methods) to achieve each objective. Project objectives should be measurable, lead to specific results, and attainable and realistic. Provide sufficient detail for a reviewer to be convinced that you have thought out the process well and understand the resources needed to complete the proposed tasks.

- Make sure that project schedule described in the Work Plan aligns with the project start / end dates in the SF-424. APHIS anticipates that work covered under these agreements will start between July 1, 2027 and August 31, 2027.
- Make sure point of contact information is correct. We will not be able to reach you if your contact information is incorrect.
- Check your proposal against the review criteria described in Section 6.2.
- Describe in the Work Plan how the project results, findings, and deliverables will be shared with stakeholders. Presentations to stakeholder groups are strongly encouraged.
- For subawards, clearly describe the subaward objectives and outline your process for awarding subawards, monitoring allowable costs, and managing and overseeing all subaward activities.

**Financial Plan Tips**

- Use the new, OMB-approved NADPRP Financial Plan Template.
- Submit the Financial Plan in PDF format.
- Make sure the Financial Plan total budget and total funding level aligns with the value in the SF-424, SF-424A, and the Work Plan.
- Clearly link items in the Financial Plan to the Work Plan objectives.
- Refer to the NADPRP Guidelines for Use of Funds for calculating indirect costs accurately.
- The total cost for consultants, contractors or subrecipients should be listed in the "Contractual" category. Salary, fringe benefits and travel by consultants, or contractors should be included in the "Contractual" category.
- Subrecipients should be listed once in the "Contractual" category and include a separate Financial Plan detailing costs for only that entity.
- If there are cost sharing/Recipient contributions, remember to list those values in the Financial Plan.
- Use only whole dollar amounts, no cents, for all entries into the Financial Plan.

## APPENDIX D. COMPLETING FORMS SF-424 AND SF-424A

### SF-424 APPLICATION FOR FEDERAL ASSISTANCE

**Required:** Form SF-424 is available via the application package in ezFedGrants.

**SF-424 Tips**

- Check the SF-424, Box 16 to ensure the congressional district for the Applicant and Project are listed.
- Make sure the proposed project Start and End dates (Box 17) are the same as in the Work Plan. APHIS anticipates that work covered under these agreements will start between July 1, 2027 and August 31, 2027. Projects must be completed within 36 months.
- Make sure the total estimated federal funding (Box 18a) aligns with the total funding requested in the Work Plan, Financial Plan, and on the SF-424A (Line 5, column e).
- If your organization has a SPOC requirement, indicate the status on the SF-424, Box 19.

- Ensure that point of contact information is correct. The APHIS NADPRP team may not be able to reach you if your information is incorrect.
- Applicants may use the following supplemental instructions to properly complete the SF-424.

| Box | Instructions |
|---|---|
| 1 – Type of Submission | Select Application |
| 2 – Type of Application | Select New |
| 4 through 7 | Not required |
| 8.c – Organizational Unique Entity Identifier (UEI) | Enter applicant UEI for the organization submitting the application |
| 8.d – Address | Enter the organization street address as it appears in SAM.gov. P.O. Boxes will not be accepted. Enter a 9-digit zip code |
| 10 – Name of Federal Agency | APHIS, USDA |
| 12 – Funding Opportunity Number | USDA-APHIS-10025-VSSP0000-27-0002 |
| 13 – Competition Identification Number | Not applicable |
| 14 – Areas Affected by Project | Enter cities, counties, states affected by project |
| 15 – Descriptive Title of Applicant's Project | Provide a short description of the project |
| 16a – Congressional Districts for Applicant | Enter the Congressional district where your main office is located |
| 16b – Congressional Districts for Program/Project | Enter the Congressional district where your project will be implemented. Write "All" if the projects will be implemented in more than one location |
| 17 – Proposed Project Start Date and End Date | Your performance period cannot be more than 36 months (3 years) in length<br>Example:<br>• Enter start date: August 1, 2027, and<br>• Enter end date: July 31, 2030<br>*Note: project duration cannot exceed 36 months* |
| 18 – Estimated Funding – Federal | Enter the Total Federal amount requested |
| 18b – Estimated Funding – Applicant | Enter the total amount from the applicant organization and/or other partners, if applicable |
| 19 – Is Applicant Subject to Review by State Under Executive Order 12372 Process | See Section 5.5 - Intergovernmental Review |

**SF-424A BUDGET INFORMATION FOR NON-CONSTRUCTION PROGRAMS**

**Required.** The SF-424A is available via the application package in ezFedGrants.

**SF-424A Tips**

- The blocks on the required form are either self-explanatory or easily explained in the instruction of the form. However, applicants must use the following supplemental instructions associated with specific boxes on form SF-424.
- Please complete **only** Sections A, B, and C. Do **not** complete Sections D, E, F.
- Make sure the total estimated federal funding (Line 5, column e) is the same as the total funding requested in the Work Plan, Financial Plan, and on the SF-424 (Box 18e).

***Section A – Budget Summary***

| Box | Instructions |
|---|---|
| 1.a – Grant Program Function or Activity | Enter "NADPRP" |
| 1.b – Catalog of Federal Domestic Assistance Number | Enter "10.125" this differs from the CFDA# listed in section 1 |
| 1.e – Federal | Enter the amount of Federal funding requested for the project |
| 1.f – Non-Federal | Enter the **total** cost share contribution amount provided for the project |

***Section B – Budget Categories***

| Box | Instructions |
|---|---|
| 6.a-6.j – Object Class Categories | In Column 1, enter the amount of Federal funds requested for each Object Class Category. Do **not** include cost share funding.<br><br>For example, if you are requesting $2,000 in Federal funds for "Travel", enter 2000 in Column 1, box 6.c |

***Section C – Non-Federal Resources – Only use if Recipient Cost Sharing is part of award***

| Box | Instructions |
|---|---|
| 8.a – Grant Program | Should populate from Section A, Box 1.a |
| 8.b-8.d | Enter the cost share amount being provided from each source (Applicant, State, or Other) for the project |