SUMMARY INFORMATION

Federal Awarding Agency Name: U.S. Department of Agriculture (USDA) – Natural Resources Conservation Service (NRCS), Missouri State Office

Funding Opportunity Title: Announcement for Conservation Technical Assistance and Environmental Quality Incentives Program Grant and Cooperative Agreement Funding for Fiscal Year (FY) 2019– MISSOURI

Announcement Type: Initial Announcement

Funding Opportunity Number: USDA-NRCS-MO-19-01

Catalog of Federal Domestic Assistance (CFDA) Numbers: 10.902, 10.912

Funding Opportunity Announcement Summary: NRCS, an agency under the USDA, in the Missouri State Office, is seeking to partner with, and support the efforts of, natural resource conservation partners and promote public awareness and implementation of Farm Bill activities including, but not limited to, conducting conservation outreach workshops, conferences, and training, that will help educate Missouri's farm community, private landowners, conservation organizations, cooperating agencies, and general citizenry. Proposals must be for projects based in Missouri and focus on Farm Bill conservation. Collaborative projects that provide on-the-ground support for Missouri NRCS Field Offices are highly encouraged. Research proposals will not be accepted, nor considered as part of this announcement.

Proposals are requested from Federally recognized Indian Tribal Organizations, state government, local government, nongovernmental organization, or institutions of higher education for competitive consideration of awards for projects between 1 and 5 years in duration.

This notice identifies the objectives, eligibility criteria, and application instructions. Proposals will be screened for completeness and compliance with the provisions of this notice. Incomplete and/or noncompliant proposals will be eliminated from competition, and notification of elimination will be sent to the applicant. The Missouri State Conservationist reserves the right not to fund any or all applications. NRCS will accept applications under this notice for single or multiyear applications submitted by eligible entities.

Key Dates: Proposals may be submitted at any time between February 8 and **5:00 pm CST on April 15, 2019**. Applicants must submit proposals **via** grants.gov at https://www.grants.gov/web/grants/home.html and via e-mail to the following address: to Jessica Phillips at Jessica.Phillips@usda.gov. If you require assistance with submitting applications, please call Jessica Phillips at 573-876-0912.

Proposals in the possession of NRCS will be added to a list of projects ranked for funding consideration in FY2019. Funding decisions will be made by the NRCS Missouri State Conservationist, informed by the ranking list and the availability of funding in the programs whose CFDA numbers are listed above.

PLEASE READ FULL ANNOUNCEMENT DOCUMENT

Persons with disabilities who require alternative means for communication (e.g., Braille, large print, audio tape) should contact the USDA TARGET Center at (202) 720-2600 (voice and TDD).

FOR MORE INFORMATION: An informational webinar/teleconference for interested applicants will be held on or about Wednesday, March 20, 2018, at 10:00am, CST. Additional information will be posted on Grants.gov and this website. Interested applicants should RSVP to Jessica Phillips at Jessica.Phillips@usda.gov or call at 573-876-0912.

FOR MORE INFORMATION, CONTACT:

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SUPPLEMENTARY INFORMATION

I. FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority

Conservation Technical Assistance: Soil Conservation and Domestic Allotment Act, Public Law (P.L.)74-76, N/A Statute N/A, 16 United States Code (U.S.C) 590 a-f.

Environmental Quality Incentives Program: This program is authorized by Chapter 4 of Subtitle D of Title XII of the Food Security Act of 1985 (16 U.S.C. 3839aa--3839aa-8), effective February 7, 2014, Title XII, Part Subtitle D, P.L. 99-198, 16 U.S.C. 3830.

B. Overview

The purpose of this announcement is to partner with and support the efforts of natural resource conservation partners and to promote public awareness and implementation of Farm Bill activities including, but not limited to, conducting conservation outreach workshops, conferences, and training, that will help educate Missouri's farm community, private landowners, conservation organizations, cooperating agencies, and general citizenry. The focus areas are described below. NRCS will accept applications under this notice for single or multiyear applications submitted by eligible entities. The limit on award requests is five years.

Conservation partners are invited to apply for NRCS assistance for the following opportunities:

1. Farm Bill Outreach Workshops and/or Conferences: Promote public awareness of NRCS programs and further the development of NRCS relationships with its conservation partners and participants, women agricultural producers, Veterans, minority and limited resource landowners, beginning farmers, and Historically Underserved agricultural producers. Direct involvement of conservation partners will enhance effectiveness of programs and ensure widest dissemination to the public while also providing an opportunity to provide information on current agricultural topics of interest to underserved segments of the regional agricultural population.

2. Technical Workshops and/or Field Days on Soil Health Strategies and/or Native Plant Community Adoption: Provide learning opportunities to educate Missouri agricultural producers who are following or considering soil health improvement strategies in cropping and/or incorporation of native plant communities in pasture systems. Opportunities will provide education and demonstration on topics including, but not limited to: soil health factors in pasture and cropland, plant establishment, management techniques, details regarding rotational grazing and stockpiling, proper soil health conditions in cropland and pastures, wildlife habitat benefits from improved soil health, and native plant community adoption. Applicant must demonstrate the capability to unite members of the agriculture science and technology communities to share their knowledge on soil health with producers and other interested parties.

3. Organic and Specialty Crop Workshops: Provide learning opportunities to educate Missouri agricultural producers who are following or considering the use of organics or considering transitioning to organic cropping systems for vegetables, fruits, specialty crops, produce, berries, and non- traditional agricultural production efforts in Missouri. Examples include: Promotion and expansion of field-to-market efforts; voluntary landowner supported efforts to educate producers on how to implement organic farming techniques and improve understanding of organic labeling, marketing, and organic production benefits; and encourage technical assistance, education, research, technology transfer, and public awareness of economically and environmentally sustainable agricultural production techniques associated with organic and specialty crop production.

4. Water Quality Improvement and Drainage Water Management Workshops: Promote adoption of intensive water management and improvement of water quality through sponsored workshops. NRCS objective is to educate producers about the benefits of drainage water management practices through on-site demonstrations. Applicant must demonstrate the capability to coordinate workshops to achieve NRCS objectives. These practices help producers by reducing input costs and reducing energy use and supports reduced nitrogen loading to surface waters through controlled release at times of lesser pollutant concentrations. These management systems can contribute to lower nutrient loading in the Mississippi River Basin project area.

5. Technical Assistance Cooperative Agreements: Provide technical assistance in the development, promotion, and support of soil, water, and wildlife conservation programs to Missouri's farmers, ranchers, and landowners and/or advocate the restoration, protection, and sustainability of wildlife and wildlife habitat. Key elements are to include, but are not limited to: coordinating, implementing, identifying, and clarifying technical requirements and programmatic opportunities between other potential partners in the state for advanced implementation of conservation practices in Missouri.

6. Enhance or expand climate data tools: Provide technical assistance in identification, notification and assessment of real time extreme precipitation and drought events. These efforts include project proposals which enhance the existing Design Storm Alert System tool and associated Design Storm Maps for identifying extreme precipitation events as they relate to design storm periods used by NRCS for domestic wastewater and other purposes. These alerts will promptly notify key personnel and others of the potential for a water problem and encourage proactive management to reduce risk and enhance public safety; combine the NRCS Soil Climate Analysis Network and Climate Reference Network station soil moisture and soil temperature data to display near-real time conditions in a state map format. The information will be valuable when it comes to assessing drought severity for the state as well as flood potential.; develop a tool that will use the National Weather Service Precipitation Analysis product and gridded Parameter-elevation Regressions on Independent Slopes Model or PRISM county precipitation normal, considered official by the

USDA, to identify precipitation grid points in Missouri that meet 40% and 140% of normal precipitation over a 120-day period. This is data can then be used in documentation of grazing losses by producers.

II. FEDERAL AWARD INFORMATION

NRCS anticipates that the amount of funding available for this announcement will be approximately **$800,000** in FY2019. NRCS expects to make between zero and **15** Grants or Cooperative Agreements under this announcement, depending upon the quality of the applications and the exact amount and composition of available funds. Funds will be awarded through a competitive ranking process. NRCS accepts proposals for projects of 1 to 5 years in duration. Selected recipients will be notified by email. All awards are subject to the availability of funds appropriated by Congress. Applicants need to indicate whether significant NRCS involvement is necessary to carry out the objectives of the proposed application.

Subject to the availability of funds, the resulting agreement would be for a 1-year period. Multiyear applications may be funded based on availability of funding for future years. Subject to the availability of funds, extensions may be granted by unilateral decision of the Government.

III. APPLICATION AND SUBMISSION INFORMATION

A. How to Obtain Materials

All standard forms necessary for application submission are included in the grants.gov application package under the Related Documents tab of this opportunity.

B. Applicant Eligibility

Applicants must be one of the following: Federally recognized Indian Tribe, State or local unit of government, Community Organizations Individual, College and University, non-governmental organization, or non-profit organization capable of providing support in the State of Missouri. All non-Federal entities and individuals, except for Federal agencies, are eligible to apply for projects carried out in Missouri. Individuals and entities may submit more than one application. Individuals and entities may receive more than one award.

C. Content and Format of Application Submission

To be considered for funding under this opportunity, an application must include the documents listed below, completed and signed. All required forms and documents are available on Grants.gov. Applicants should not assume prior knowledge on the part of NRCS or others as to the relative merits of the project/workshop described in their proposal. Applications that are incomplete or fail to comply with the required content and formatting requirements will not be considered for funding.

1. **Application Form:** [Standard Form (SF) 424 Application for Federal Assistance] Applicants must use this document as the cover sheet for each proposal. See "Instructions for Completing SF 424" located in the Related Documents tab of this announcement on Grants.gov

2. **Budget Documentation**
   a. **SF 424A, Budget Information - Non-Construction Programs –** Fill in all spaces as appropriate. Section B, Item 6, Column 1 should reflect the agency funds, and Column 2 should reflect the applicant's matching funds. This form is the summary budget for the project and should include the full project totals on pages one and two. See "Instructions for Completing SF 424A" located in the "Related Documents" tab of this announcement on Grants.gov. For further instructions on filling out the SF 424A Budget information, go to the following link: http://www.grants.gov/web/grants/form-instructions/sf-424a-instructions.html

   b. **Budget Narrative –** In a separate narrative titled "Budget Narrative," explain and justify all requested budget items/costs. Detail how the totals on the SF 424A were determined and demonstrate a clear connection between costs and the proposed project activities. For personnel salary costs, include the baseline salary figures and the estimates of time (as percentages) to be directly charged to the project. Describe any item that under the applicable Federal cost principles requires the agency's approval and estimate its cost. The format of the budget narrative can be in a chart, spreadsheet, table, etc. It should be readable on letter-size, printable pages. The information needs to be presented in such a way that the reviewers can readily understand what expenses are incurred to support the project. See Instructions for Completing Budget Narrative located in the Related Documents tab of this announcement on Grants.gov.

   c. **Cost-share or Matching Funds** – There is no cost sharing or matching requirement for this opportunity. However, proposals will be evaluated in part on the relative contribution of non-Federal resources to the project. Non-Federal funds may be derived from any combination of cash, non-cash and in-kind sources. If matching funds are being utilized, proposals must include written verification of commitments of matching support (including both cash and in-kind contributions) from non-Federal third parties. For third-party contributions, a separate letter of support is required for each contribution, signed by the authorized organizational representative of the contributing organization and the applicant organization, which must include:

      1) the name, address, and telephone number of the contributor,
      2) the name of the applicant organization,
      3) the title of the project for which the contribution is made,
      4) the dollar amount of the contribution, and
      5) a statement that the contributor will pay the contribution during the grant period. The agency may conduct reference checks to ensure that organizations identified are supportive and involved with the project.

      Matching funds must be secured at time of application. Additional information about matching funds can be found at 2 CFR Section 200.

d. Indirect (Facilities and Administrative) Costs: In order to be eligible to recover any indirect cost under a Federal award, the Non-Federal Entity must either 1) have a current negotiated indirect cost rate agreement (NICRA) with a Federal agency that has not expired or 2) qualify for use of the de minimis rate authorized by 2 CFR Section 200.414(f). To qualify for the de minimis rate, the Entity must have never had a NICRA. A State, local, or tribal governmental department or agency unit that receives more than $35 million in direct Federal funding is not eligible for the de minimis rate.

Entities with a NICRA must calculate indirect costs using the rate and base specified in their NICRA. Costs from both the Federal and non-Federal shares are used. The resultant total amount of indirect costs is entered in Section B, Row J, of the SF-424A (Budget Information). An Entity may voluntarily reduce or waive recovery of indirect costs at their sole discretion and must not be encouraged or coerced in any way to do so by the NRCS. If voluntarily reduced or waived, the Entity may choose to apply any unrecovered indirect costs as part of their cost share or match. Unrecovered indirect cost means the difference between the amount charged to the Federal award and the amount which could have been charged to the Federal award under the non-Federal entity's approved negotiated indirect cost rate [2 CFR Section 200.306(c)]. A copy of the applicant's current NICRA must be provided with the application. If the Entity does not have a current NICRA, indirect costs may not be recovered under an expired NICRA.

Entities that are eligible for the de minimus rate who already have a de minimis rate agreement must use the rate and base specified in the agreement, which is modified total direct costs (MTDC) as defined by 2 CFR Section 200.68. Note, that MTDC excludes certain costs from the base the rate is applied to. See the instructions for completing the SF-424A "Budget Information" form and budget narrative in section IV below for additional details. A copy of the applicant's de minimus rate agreement must be provided with the application. If an Entity is eligible to use the de minimis rate, but does not have a de minimis rate agreement, use an indirect cost rate of no more than 10% of MTDC when preparing the budget. If selected for award, a de minimis rate agreement will be executed at the same time the grant agreement is. Applicants wishing to use the de minimis rate must submit a signed statement certifying that the entity 1) has never had a NICRA previously and 2) specifically request a de minimis rate agreement.

e. As required in 2 CFR Part 200, Subpart F Audit Requirements, all U.S. states, local governments, Federally-recognized Indian tribal governments, and non-profit organizations expending $750,000 USD or more in Federal award funds in a fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System. Therefore, any U.S. states, local governments, Federally-recognized Indian tribal governments, and non-profit organizations applying under this opportunity must include one of the following statements in its budget narrative:

"My organization was required to submit a Single Audit report last year. The reporting period covered was from (insert date) to (insert date). This report filed under EIN # (insert EIN), is available on the Federal Audit Clearinghouse Single Audit Database website (https://harvester.census.gov/facweb/) or will be by (insert date). "

OR

"My organization was not required to submit a Single Audit report last year."

3. **SF 424B, Assurances - Non-Construction Programs –** Applicants, by signing and submitting an application, assure and certify that they are in compliance with the following Federal regulations:

4. **Certification and Disclosure of Lobbying Activities –** Under Title 31 of the U.S.C., Section 1352, an applicant or recipient must not use any federally appropriated funds (both annually appropriated and continuing appropriations) or matching funds under a grant or cooperative agreement award to pay any person for lobbying in connection with the award. Lobbying is defined as influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress connection with the award. Submission of an application also represents the applicant's certification of the statements in 2 CFR Part 418, Appendix A-Certification Regarding Lobbying. If you/your organization have/has made or agrees to make any payment using non-appropriated funds for lobbying in connection with this proposal AND the Federal share exceeds $100,000, you must also complete and submit the SF LLL, Disclosure of Lobbying Activities located at 2 CFR Part 418, Appendix B. See 2 CFR, Subpart 418.110 for more information on when additional submission of this form is required.

5. **AD-3031** – Assurance Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants. Although the text of this document states it is applicable only to corporate entities, USDA policy requires that all entity types complete it.

6. **Proposal –** Proposals must be divided into the following sections and are limited to the number of pages stated per section.
   a. **Project Summary/Abstract (**Three-page maximum): Applicants must submit a description including the information below:
      1) Project/workshop title;
      2) Primary area that application pertains to as described in Section 1, Part B of this announcement;
      3) Project director/contact name and contact information (including address, email, and telephone number);
      4) Names and affiliations of application collaborators;
      5) Project/workshop objectives (purpose and goals);

6) Project/workshop geographic area/location (where application activities will take place);
7) Project/workshop proposed activities; and
8) Project/workshop deliverables and benefits.

b. Project Description (12-page maximum): The project description must include the following information in order:

1) Project background: Describe the issue or problem. Include the geographic area and those who will be affected and benefit from this project/workshop.
2) Project/workshop objectives and methods: Be specific using qualitative and quantitative measures, if possible, to describe the project's purpose and goals.
3) Project/workshop action plan and timeline: Provide a table listing project actions, timeframes, and associated milestones through project completion. Applicants should develop their timelines based on a project start date of **September 15, 2019**.
4) Geographic location and size of project or project area: Identify the geographic location and the relative size and scope (e.g., acres, farm types, demographics, etc.) of the project area. Provide a map if possible.
5) Project Management: Give a detailed description of how the project will be organized and managed, including a list/description of project partners. Include a list of key technical and administrative personnel, their relevant education or experience, and their anticipated contributions to the project. Résumés and Curriculum Vitae are not required, if submitted they will count towards the 12-page maximum.
6) Project/workshop deliverables/products: Provide a list of specific deliverables and products that will allow NRCS to monitor progress and payment. In addition to Project-specific deliverables, selected applicants will be required to provide the following:
   i. Semi-annual progress reports;
   ii. Supplemental narratives or brief updates that indicate progress that explain and support payment requests; and
   iii. A final report.
7) Benefits or results expected and transferability: Identify the results and benefits derived from the project. Identify project beneficiaries, i.e., agricultural producers by type, region, or sector; Historically Underserved producers and communities; rural communities; and/or municipalities. Explain how these entities will benefit. Describe how the results will be communicated to others via outreach activities. Forecast the lasting impact of project results.
8) References, bibliographies, and citations, if included, do not count towards the 12-page maximum.

7. Funding Restrictions: The funds granted through this announcement may not be used to pay any of the following costs unless otherwise permitted by law, or approved in writing via the funding instrument in advance of incurring such costs:

a. Costs above the amount of funds authorized for the project;

b. Costs incurred prior to the effective date of the grant agreement;
c. Costs which lie outside the scope of the approved project and amendments thereto;
d. Entertainment costs, regardless of their apparent relationship to project objectives;
e. Compensation for injuries to persons, or damage to property arising out of project activities;
f. Consulting services performed by a Federal employee during official duty hours when such consulting services result in the payment of additional compensation to the employee; and
g. Renovation or refurbishment of research or related spaces, the purchase or installation of fixed equipment in such spaces, and the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

This list is not exhaustive. Questions regarding the allowances of particular items of cost should be directed to the administrative contact person listed on Part VI.

The Office of Management and Budget (OMB) Circulars will be incorporated by reference and made a part of each agreement awarded under this process. Applicants should refer to OMB Circulars and Cost Principles for additional guidance and other requirements relating to matching and allowable costs.

8. Risk Review Documentation

NRCS may request additional documentation from selected applicants to evaluate the financial, management, and performance risk posed by awardees as required by 2 CFR Section 200.205.

D. Dun and Bradstreet Universal Numbering System (DUNS) and System for Award Management (SAM)

Each applicant [unless the applicant is an individual excepted from those requirements under 2 CFR Section 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR Section 25.110(d)] is required to: (i) Be registered in SAM before submitting an application; (ii) provide a valid unique entity identifier DUNS in an application; and (iii) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. NRCS may not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time NRCS is ready to make a Federal award, NRCS may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

Entities must obtain a DUNS and register in SAM prior to registering with Grants.gov. Entities are strongly encouraged to apply early for their DUNS number and SAM registration.

DUNS Number: A DUNS number is a unique, nine-digit sequence recognized as the universal standard for identifying and keeping track of over 70 million businesses worldwide. Conservation Innovation Grant applicants must obtain a DUNS number. Information on how to obtain a DUNS number can be found at http://fedgov.dnb.com/webform or by calling 1-866-705-5711. Please note that the registration may take up to 14 business days to complete.

SAM Registration: SAM is the official Federal system that consolidated the capabilities of Central Contractor Registry, Federal Agency Registration, Online Representations and Certifications Application, and Excluded Parties List System. To register, go to: https://www.sam.gov/portal/public/SAM/. Please allow a minimum of 5 days to complete the SAM registration.

E. Submission Dates and Times

Applicants may submit their application via Grants.gov and via e-mail to the following address: to Jessica Phillips at Jessica.Phillips@usda.gov. All applications must be received by NRCS by **5:00pm, CST, April 15, 2019.** Please enter "FY19 MO APF, the ORGANIZATION NAME, AND a SHORT PROJECT TITLE" in the subject line of the email. Attachments should be sent separately with their respective file names. The application package must include all requirements of this notice.

Proposals must be received between February 9, 2019, and 5:00pm CST on April 15, 2019. **Late submissions will not be reviewed or considered.** The agency will rely on system generated date and time receipt documentation for submission made both via Grants.gov and e-mail to determine whether applications meet the submission deadline. Grants.gov provides and automatic acknowledgement when applications are received. Applicants will receive an email receipt within 48 hours of submitting their emailed applications. An applicant who does not receive a receipt of confirmation within 15 business days of the submission deadline, but believes the proposal was submitted in within submission deadline, must contact the Missouri State Office within 30 business days of the submission deadline. Failure to do so may result in the proposal not being considered.

NRCS is not responsible for any technical malfunctions or website problems related to Grants.gov or emailed submissions. If you encounter issues with Grants.gov, please contact the Grants.gov help desk at (800) 519-4726 or support@grants.gov. The applicant assumes the risk of any delays in application submission through Grants.gov.

F. Withdrawal

Proposals may be withdrawn by written notice at any time before award execution. Written notice of withdrawal must be signed by the applicant or an authorized representative.

IV. APPLICATION REVIEW INFORMATION

A. Merit/Technical Criteria

Proposals will be screened for completeness and compliance with the provisions of this notice. Proposals requesting research funding will be immediately rejected and notification of elimination will be sent to the applicant. Applicants should not assume prior knowledge on the part of NRCS or others as to the relative merits of the project described in their application. **Incomplete, noncompliant, and/or proposals not meeting the formatting criteria will be eliminated from competition, and notification of elimination will be sent to the applicant.** NRCS staff will evaluate complete proposals based on these Proposal Evaluation Criteria (145 points possible) prior to submitting scoring data to the Missouri NRCS State Conservationist for final award selection:

Proposal Ranking Criteria Points	Points
Addresses one or more Missouri NRCS priorities.	0-20
Provides for direct technical assistance to NRCS customers.	0-25
Objectives are specific, measurable, achievable, realistic, and contain a timeline for completion.	0-10
Clearly describes project activities.	0-15
Describes staffing of project and brief staff job descriptions.	0-5
Project methodology is innovative.	0-5
Leverages private and/or public-sector partnerships.	0-10
Presents a reasonable scope of activities that can be conducted within the budget, time, and resources of the program.	0-15
Contains significant match in the form of cash, non-cash, or in-kind services from applicant and/or contributing organizations.	0-10
Applicant has demonstrated ability/experience in managing Federal agreements or has a letter of support from an organization with such ability/experience that commits that organization to provide agreement management assistance in the event the proposal is selected for funding.	0-15
The proposal does not rely on partner use of NRCS vehicles, computers, office space, or on training provided by NRCS.	0-15

B. Risk Criteria Review

The agency will check SAM to ensure the applicant is not suspended or debarred, which would preclude receiving an award. In addition, prior to making a Federal award with a total Federal share greater than the simplified acquisition threshold ($250,000), the agency must review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (the Federal Awardee Performance Integrity Information System) [see 41 U.S.C. 2313 and 2 CFR 200.205(a)].

To further comply with the requirements at 2 CFR Section 200.205, the agency has

established the following risk review process and related standards that an applicant must meet to be considered for award:

a. Financial Stability – The applicant certifies that it maintains adequate financial resources or cash flow to meet its financial obligations on a routine basis and successfully complete any agreement it may be awarded.

b. Quality of Management Systems and Ability to meet Management Standards prescribed in 2 CFR Part 20 – The applicant certifies it has a financial management system adequate to segregate and track federal funds. It further certifies is has adequate systems in place for proper agreement administration; compliance with the standards outlined in 2 CFR Section 200(D) for procurement, property, and records management; and required financial and performance reporting.

c. History of Performance – If the applicant has previously obtained Federal financial assistance award, it certifies that it has never failed to materially comply with the Federal award terms and conditions and further that it has never had an award terminated on that basis.

Submission of a proposal constitutes certification that an applicant meets these standards.

C. Special Award Selection Factors

a. Priority will be given to applicants who share in a common mission area and can demonstrate their ability to deliver conservation support to target audience.
b. Priority will be given to applicants whose matching contribution is 50% or more.
c. Priority will be given to State or local governments, and non-profit organizations who have direct responsibility for the natural resource concerns described in their application applications.
d. Priority will be given to applicants that deliver or develop opportunities for Veterans including technical assistance, education, or increased outreach to Veterans or Veteran-based organizations.
e. Priority will be given if appropriate participation by Historically Underserved Producers, Veteran Farmers or Ranchers, or community-based organizations comprised of or representing these entities is expected.

D. Review and Selection Process

Proposals will be screened for completeness and compliance with the provisions of this notice. Incomplete, noncompliant, and/or proposals not meeting the formatting criteria will be eliminated from competition, and notification of elimination will be sent to the applicant. The agency intends to make selections and awards without conducting any discussions or allowing applicants to correct deficiencies or omissions in their applications. Consequently, they must ensure their applications are complete and accurate. However, while the agency intends to select and award without discussions, it reserves the right to conduct discussions for the purpose of allowing applicants to revise their applications to correct deficiencies or omissions identified by the NRCS. If this is done, the agency will conduct discussions with all applicants and identify deficiencies

and omissions and give applicants and opportunity to submit a revised application by a common cut-off date. Merit/technical reviews will be conducted by a technical review board nominated by the approving official. Risk reviews will be conducted by a Grants Management Specialist. The approving official will make the final award decisions. The approving official for this opportunity is the Missouri NRCS State Conservationist.

E. Anticipated Announcement and Award Dates

The agency anticipates announcing or notifying successful and unsuccessful applicants by July 1, 2019 and expects to have Federal awards in place by September 15, 2019.

V. FEDERAL AWARD ADMINISTRATION INFORMATION

A. Federal Award Notices

Both successful and unsuccessful applicants with be notified of the award decision via e-mail.

The agency will provide notice that an application has been selected before it makes the Federal award. As such, the selection notification is not an authorization to begin performance. Any pre-award costs incurred by the awardee will not be reimbursed. The Notice of Grant and Agreement Award (form NRCS-ADS-093) signed by the authorized agency representative is the only authorizing document and will be provided electronically to the entity's authorized representative for signature.

Applicants who have been selected for funding will receive official notification from the Missouri NRCS State Office. At that time, or soon thereafter, the applicant will be notified of any additional documentation that may be needed. This will include, but not be limited, to: a signed award acceptance letter, a more detailed budget, and identification of key project and signatory contacts and their contact information.

B. Administrative and National Policy Requirements

All project funds will be used in accordance with 2 CFR Section 200 and NRCS' General Terms and Conditions; a copy of the General Terms and Conditions may be obtained by contacting the Federal Awarding Agency Contacts listed in this announcement.

Section 1240B of the Food Security Act of 1985, 16 U.S.C. 3839aa–2, prohibits duplicative payments. Accordingly, direct or indirect payments cannot be made for a practice for which an individual or legal entity has already received funds or is contracted to receive funds through any USDA conservation program.

C. Grant Agreement Language

NRCS will negotiate precise terms and conditions as part of the award process. The anticipated Federal involvement and other language that will be incorporated in full text or by reference includes:

1. Reviewing and commenting on reports prepared under the agreement;
2. Statements of program and funding authority;
3. Project timeline and expiration date;
4. Purpose statements that describe objectives of each funded application;

5. Responsibilities of applicant and the NRCS;
6. Applicable Federal, State, Tribal, and local laws and requirements;
7. Department standards, specifications, and program requirements;
8. Conservation program goals and objectives agreement;
9. Budget applications;
10. Payment certifications and instructions (Funds must be requested using SF 270); and
11. All applicable laws, regulations, Executive Orders, and other generally applicable requirements, which will be incorporated in the agreement by reference, and such other statutory provisions as are specifically set forth in the agreement.

D. Reporting

Reporting will follow the NRCS General Terms and Conditions for Grants and Cooperative Agreements, but will generally include electronic submission of semiannual progress reports, quarterly financial status reports, and final reports.

VI. OTHER INFORMATION

A. Freedom of Information and Privacy Act

Applicants should be aware that some or all the information submitted in their application may be subject to public disclosure through the Freedom of Information Act. Applicants are advised to mark confidential information, such as proprietary information, to prevent disclosure.

B. Notice to Applicants

The Federal Government is not obligated to make any Federal award because of this announcement. Only authorized Federal officials can bind the Federal Government to the expenditure of funds.

VII. FEDERAL AWARDING AGENCY CONTACTS

For questions regarding this opportunity, please contact one of the following individuals

Program Contact
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Attachments

PROJECT AND WORKSHOP GRANT ANNOUNCEMENT
FISCAL YEAR 2019 APPLICATION PACKAGE CHECK LIST

Important: Applications Missing Any of These Required Items May Not Be Considered

☐ **1. Application Form:** Submit SF 424 Application for Federal Assistance

☐ **2. Project Summary/Abstract:** Submit a description including the information below (Three pages maximum in length).

a. Project/workshop title;
b. Primary area that application pertains to as described in Section 1, Part B of this announcement;
c. Project director/contact name, and contact information (including address, email, and telephone number);
d. Names and affiliations of project collaborators;
e. Project/workshop objectives (purpose and goals);
f. Project/workshop geographic area/location (where application activities will take place);
g. Project/workshop proposed activities; and
h. Project/workshop deliverables and benefits.

☐ **3. Project Description:** (Twelve pages maximum, single-spaced, single-sided, 12-point font)

a. Project background
b. Project/workshop objectives and methods
c. Project/workshop action plan and timeline
d. Geographic location and size of project or project area:
e. Project Management
f. Project/workshop deliverables/products
g. Benefits or results expected and transferability

☐ **4. Budget Information:** Submit a completed SF 424A Budget Information-Non-Construction Programs.

a. Complete SF 424A
b. Detailed budget narrative

☐ **5. Indirect Costs:** Submit documentation of Federally approved indirect cost rate or indirect cost rate application if claiming indirect costs.

☐ **6. Certifications:** Submit forms of certification:

a. Complete SF 424B Assurances-Non-Construction Programs.
b. Certification Regarding Lobbying form
c. AD-3031

☐ **7. DUNS Number:** For information about how to obtain a DUNS number, go to http://fedgov.dnb.com/webform or call 1-866-705-5711. Please note that the registration may take up to 14 business days to complete.

☐ **8. SAM:** To register, visit https://www.sam.gov/portal/public/SAM/. Allow a minimum of 5 days to complete the SAM registration.

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USDA
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, S.W.
Washington, D.C. 20250-9410

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