Children, Youth and Families At-Risk Sustainable Community Projects

Fiscal Year (FY) 2018 Request for Applications (RFA)

APPLICATION DEADLINE: April 9, 2018

ELIGIBILITY: See Part III, A of RFA



United States Department of Agriculture

National Institute of Food and Agriculture

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

Children, Youth and Families At- Risk Sustainable Community Projects

INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under 10.500.

DATES: Applications must be received by **5 p.m. Eastern Time** on April 9, 2018. Applications received after this deadline will normally not be considered for funding (see Part IV, C of this RFA). Comments regarding this request for applications (RFA) are requested within six months from the issuance of this notice. Comments received after that date will be considered to the extent practicable.

STAKEHOLDER INPUT: We at the National Institute of Food and Agriculture (NIFA) seek your comments about this RFA. We will consider your comments when we develop the next RFA for the program, if applicable, and we'll use them to meet the requirements of section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 (7 U.S.C. 7613(c)(2)). Submit your written stakeholder comments by the deadline set forth in the DATES portion of this notice via email to Policy@nifa.usda.gov. (This email address is only for receiving comments regarding this RFA and *not* for requesting information or forms.) In your comments, please state that you are responding to the Children, Youth and Families At-Risk Sustainable Community Projects RFA.

Visit the NIFA website to access a factsheet on the Center of Excellence (COE) designation process, including COE criteria, and a list of programs that offered COE opportunities in FY 2018. You may also review a recording of COE outreach webinars held in February and March of 2015 from the site. We will update COE webpages as appropriate

EXECUTIVE SUMMARY: NIFA requests applications for new Children, Youth, and Families At-Risk Sustainable Community Projects (CYFAR SCP) for fiscal year (FY) 2018 to marshal resources of the Land-grant and Cooperative Extension Systems so that, in collaboration with other organizations, they can develop and deliver educational programs that equip youth who are at-risk for not meeting basic human needs with the skills they need to lead positive, productive, and contributing lives.

The anticipated amount available for grants in FY 2018 is approximately $6,680,000. Of this amount, approximately $800,000 will be available to fund new CYFAR SCPs under this RFA, which will have project periods ranging up to five years. The remaining amount, $5,880,000 of the $6,680,000, will fund 35 CYFAR continuation Sustainable Community Projects. This RFA is being released prior to the passage of an appropriations act for FY 2018. Enactment of continuing resolutions or an appropriations act may affect the availability or level of funding for this program.

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

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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority

Funding for the Children, Youth, and Families At-Risk (CYFAR) Sustainable Community Projects (SCP) is authorized under section 3(d) of the Smith-Lever Act of May 8, 1914, as amended (7 U.S.C. 341, et seq.). Section 7403 of the Food, Conservation, and Energy Act (FCEA) of 2008 amends section 3(d) of the Smith-Lever Act of 1914 (7 U.S.C. 343(d)) in regards to eligibility. The eligibility to compete for CYFAR funding is broadened to include 1890 Land-grant Colleges and Universities, including Tuskegee University, West Virginia State University, and Central State University. Eligibility is also provided to the University of the District of Columbia.

Legislation indicates payments for youth-at-risk programs under section 3(d) of the Smith–Lever Act.

Stakeholder Input from 2017 CYFAR Stakeholder Feedback

Stakeholders were invited to participate in two listening session webinars on October 27 and October 30, 2017. The sessions were designed to address one question and allow time for open feedback. The question was: "Would the CYFAR Program be better served by reducing the number of years funding would be offered to a single university?" Some 47 stakeholders participated representing stakeholders from the Land-grant System.

Generally, stakeholders indicated that the current five year granting time is appropriate given the need to build community trust, establish partnerships and to establish sustainability with some low income, high need audiences. The five year granting time will remain unchanged.

Review the following NIFA webpage for a summary of stakeholder comments:
https://nifa.usda.gov/resource/fy2017-cyfar-stakeholder-listening-session-1

B. Purpose and Priorities

The mission of the CYFAR Program is to marshal resources of the Land-grant and Cooperative Extension Systems so that, in collaboration with other organizations, they can develop and deliver educational programs that equip youth who are at-risk for not meeting basic human needs with the skills they need to lead positive, productive, and contributing lives. The CYFAR philosophy, is the basis for Sustainable Community Projects:
https://nifa.usda.gov/sites/default/files/program/CYFAR%20Philosophy%20Update-2017_2.pdf

The purpose of SCP funding is to improve the quality and quantity of comprehensive community-based programs for at-risk children, youth, and families supported by the Cooperative Extension System. Collaboration across disciplines, program areas, and geographic lines, as well a holistic approach that views the individual in the context of the family and community, are central to SCP.

The CYFAR SCP has two strategic objectives:

1. To support community educational programs for at-risk, low income children, youth, and families which are based on locally identified needs, grounded in research, and which lead to the accomplishment of one of four CYFAR National Outcomes (see C.2. of the section below); and

2. To integrate CYFAR programming into ongoing Extension programs for children, youth, and families – insuring that at-risk, low income children, youth, and families continue to be part of Extension and/or 4-H programs, and/or Family and Consumer Science Programs and have access to resources and educational opportunities.

CYFAR aligns with the USDA Strategic Goals FYs 2018-2022 https://www.usda.gov/our-agency/about-usda/strategic-goals.

CYFAR aligns with the REE Action Plan Challenge Area Goal 4: Nutrition and Child Obesity and Goal 6: Goal 6. Education and Science Literacy.

CYFAR aligns with the CYFAR also aligns with the NIFA Strategic Plan Goal 1: Science.

C. Program Area Description

NIFA is offering two extension project types for New SCP: Regular and Joint SCP. See RFA Part II. C. – Project Types for chart summarizing anticipated funding.

Only one application per Land-grant institution will be accepted for either a New SCP or for a New Joint SCP.

The following are the program area descriptions for FY 2018:

1. CYFAR SCP Management

The SCP must be supported by faculty across Extension and university departments and integrated into Extension programs. State CYFAR Extension/university faculty members have responsibility for supporting community-based educational programs for at-risk audiences and integrating them into the ongoing Extension program. CYFAR SCP Project Directors are expected to build an appropriate team of university(ies), county, and community staff and collaborators with broader experience and understanding of families, youth and children to manage the SCP and to provide technical assistance with planning, implementation, and evaluation of the programs at selected SCP sites. This team is to include Technology and Evaluation professionals, as well as county Extension professionals who will provide direct support to the community site programs. Community projects are expected to develop, implement, manage, staff, and evaluate their own programs, involving people with expertise in the community, in the interest of relevance and sustainability. To improve consistency in program planning, implementation, training, and evaluation, SCPs are to identify one national outcome, program model, and common measure that is the same for all community sites. University faculty and selected community site staff are to develop a five year logic model and a

five year work plan as the basis for planning, implementing and evaluating their SCP (see #6. and #7. below).

2. National CYFAR Outcomes

The SCP must focus on children, youth, and families who are at-risk for not meeting basic human needs as articulated in the CYFAR Philosophy: https://nifa.usda.gov/sites/default/files/program/CYFAR%20Philosophy%20Update-2017_2.pdf Critical issues and demographic trends impacting children and families in the state should be examined when making outcome and audience decisions. Considerations should include: migrant workers' children; new immigrant children and families; children in families coping with military deployments, separations, and reunions; children and youth facing issues related to use of substances (e.g., opioids), violence, crime, teen pregnancies, sexually transmitted diseases, AIDS, obesity, isolation, poverty and poor school achievement. It is the responsibility of the CYFAR project staff to create an inclusive process in the state for determining the single outcome. University, county, and community program staff experienced in working with CYFAR and/or similar programs should be involved in the decision on selecting the single National CYFAR Outcome.

Select only one of the four National CYFAR Outcomes listed below. The selection must be applicable to all proposed community sites:

- **Early Childhood**

Children will have their basic physical, emotional and intellectual needs met. Babies will be born healthy.

- **School Age (K-8)**

School age youth will demonstrate knowledge, skills, attitudes and behavior necessary for fulfilling, contributing lives.

- **Teen**

Teens will demonstrate knowledge, skills, attitudes and behavior necessary for fulfilling, contributing lives.

- **Parent/Family**

Parents will take primary responsibility for meeting their children's physical, social, emotional and intellectual needs and providing moral guidance and direction. Families will promote positive, productive, and contributing lives for all family members.

3. One Program Model for all SCP community sites

See below for specific details regarding each component Guiding Principle:

a. Guiding Principles

Once the CYFAR Outcome is selected, the appropriate CYFAR Guiding Principles should be used to determine the single program model selected for all of an applicant's proposed community sites. Guiding Principles for Early Childhood, School Age, Teen, and Parent/Family are described on the CYFAR website at https://nifa.usda.gov/cyfar-grant-application-

instructions. Selection of the program model and the relationship of the model to the Guiding Principles must be thoroughly explained in the application. Suggestions for descriptors, strategies for implementation, and resources are also posted with the Guiding Principles for use in the development of the SCP. Whether an applicant elects to use an established program model or chooses to design his/her own programmatic approach, each principle for the selected outcome must be addressed in the SCP application.

b. Uniform Program Model

For CYFAR SCPs, the same uniform program model must be implemented in every CYFAR community site. The key and essential components that must constitute the structure are:

(i) Desired short, medium and long-term results;
(ii) Age range of high context participants impacted; age range of children impacted as participants in early childhood and parent and family programs;
(iii) Frequency and duration of contact with the program;
(iv) Group size and staffing plan;
(v) Program and curriculum content (science technology, community service, drama, computer literacy, reading literacy, parent education, exercise/fitness, etc.); and
(vi) Standardized training and technical assistance plans for project staff.

When one Program Outcome is selected, applicants must make a conscious effort to assure that these model components are uniform across the applicant's proposed community sites.

The application and more specifically, program outcomes, must specifically reflect alignment with one of the goals identified in the USDA Strategic Goals, the NIFA Strategic Plan, **and/or** the REE Action Plan available via the links below:

- USDA Strategic Goals, (https://www.usda.gov/our-agency/about-usda/strategic-goals)
- NIFA Strategic Plan (http://nifa.usda.gov/resource/nifa-strategic-plan-fy2014-fy2018)
- REE Action Plan Challenge Area (http://nifa.usda.gov/resource/ree-action-plan).

c. High Context Participants

Research has shown that young people need positive relationships with caring adults, inclusive and safe environments, to be engaged in their own learning, to have opportunities for mastery and self-determination, and to see themselves as active participants in the future, and to value and practice service for others (Meyer and Jones, 2015). CYFAR projects are intended to provide long-term, increasingly challenging educational experiences designed to meet needs of children and youth so they may experience belonging, mastery, independence, and generosity. High context participation refers to experiences in which young people and adults have close connections and challenging activities intended to continue for a significant period of time, optimally beyond the duration of the grant funding. The participants who receive the ongoing,

intense interaction with the program are considered the high context youth and are the focus of the five-year plan. Applications must address the school-age and teen national outcome which include outcomes for youth.

Other youth and adult audiences benefit from CYFAR programs and sometimes from the participation in high context activities. These are an important part of the community strengthening aspect of CYFAR and should be noted in the five-year plan and reported in the Community section of the year-end report.

Specific to two of the four National CYFAR Outcomes (school age and teen) which may be selected as the focus for this project, youth participants may be introduced to 4-H through low context programs and expand their involvement by enrolling in 4-H clubs to insure long-term progressive educational experiences which provide opportunities for leadership, community service, positive relationships with caring adults, inclusive and safe environments, active engagement in their own learning, mastery, self-determination, and to see themselves as active participants in the future. If either school-age youth or teen is selected as the National CYFAR Outcomes focus area for this project proposal, integration of CYFAR youth participants into the 4-H Youth Development program is strongly encouraged.

One high context educational activity which may be considered for participation by older adolescent participants is National 4-H Conference http://4-h.org/parents/national-4-h-conference/.

d. Parent/Family and Early Childhood Participants

According to research, families are the most significant system for developing children (Bronfenbrenner, 1999, Measuring Environment Across the Life Span: Emerging Methods and Concepts). Family risk factors such as poverty, low parental educational attainment, and single parenthood can have critical impact on a child's development.
Applications addressing the parent/family national outcome which focus on family risk factors and demonstrate impact on the child or children placed at-risk are encouraged.
Research also indicates that high quality care in the first years of life (just beyond toddlerhood, up to age five) can greatly reduce the risk that today's youngest children will become tomorrow's youth most placed at-risk (Dimidjian, 1989). Applications focusing on the early childhood national outcome which include outcomes for the child are encouraged.

4. Integrated Program Components

Community, Technology, and Sustainability are the three program components that are integral to all SCPs and must be addressed in SCP applications for the Community and Technology Components.

a. Community

The Community Component captures the "ecological" approach of CYFAR projects connecting the projects to existing networks as well as ensuring that the family and community remain strong contexts for program participants. Children, Youth, and Family programs are most effective in creating long-term outcomes when they involve change in the larger ecological context of the program participants. CYFAR recommends choosing at least one of the following three approaches for integrating Community:

1. A Multi-Level Approach -- targets program audiences beyond the program's primary target audience;

2. A Community Collaboration Approach -- community programs working through a collaborative group; and

3. A Systems Change Approach -- recognizes interacting social, economic, and environmental factors that influence CYFAR audiences and seeks opportunities to engage CYFAR audiences in addressing these factors and creating change.

These approaches represent a range of complexity and are intended to give applicants several potential strategies to affect change in their community's context. Program developers can adopt the best approach for enhancing their primary program outcomes. See the link referring to Community Sites, https://nifa.usda.gov/sites/default/files/asset/document/cyfar_site_selection.pdf. All Sustainable Community Projects must address how their programs fit into this "Community" context using at least one of the above three approaches.

b. Technology

Information and communication technologies are permeating American society and lives. Americans communicate via email, use the Web to find health and gardening information, and bank and shop online. Schools require term papers that are word-processed, illustrated with graphics and tables and include URLs of references in their footnotes. Online directories and maps help locate people and businesses. Entry-level jobs now require technology skills as inventories of goods and services are maintained with technology. Technology literacy is an essential skill to perform basic activities of jobs, school, and personal lives.

Special efforts to create low risk/high utility situations for the program participants must be created. Integrating technology and the development of technology skills into programs which serve families and communities at-risk is especially important, as typically they have fewer opportunities to learn and apply their learning. Each SCP is to develop an explicit technology plan to ensure that information and communication technology is appropriately integrated throughout the program design. Programs should have adequate information and communication technology infrastructure (i.e., hardware, software, network connectivity/mini-labs, and technology expertise) to support program administration, professional staff development, educational programming with clients, online collaboration, and electronic publishing of lessons learned and results. The technology plan needs to put technology tools in the hands of program

participants to help them reach the goals of the SCP (see the SCP applications instructions, refer to the Technology Utilization document, (https://nifa.usda.gov/sites/default/files/asset/document/cyfar_technology_utilization.pdf).

c. Sustainability

Planning for sustaining community SCP project is an obligation of CYFAR program professionals. Sustainability is the capacity of programs to continue to respond to identified community needs beyond the duration of the CYFAR funding. A sustained program maintains a focus consistent with its original goals and objectives, including the individuals, families, and communities it was originally intended to serve. Some programs contract in scope, while others expand, and still others maintain the original program activities. Some programs align with other organizations and institutions while others maintain their independence. One of the key elements of sustainability is retaining the goal of supporting at-risk families by providing continued benefits, regardless of the particular activities that are delivered. To most effectively sustain programs for children, youth and families, an intentional effort must be made early in the program planning process. Each SCP will develop and submit a sustainability plan including those factors that research has demonstrated to be important for program sustainability: Leadership Competence, Effective Collaboration, Understanding Community, Demonstrating Program Results, Strategic Funding, Staff Involvement and Integration, and Program Responsiveness. See information regarding sustainability, http://digitalcommons.usu.edu/cgi/viewcontent.cgi?article=2001&context=extension_curall.

Proposals must show how these projects will be integrated into their ongoing Extension programs in order to illustrate sustainability and continued funding of these projects beyond the maximum five years of CYFAR federal funding.

5. Selecting the SCP Community Sites

Two or three community sites must be selected based on **EITHER** of the following criteria (a or b) and also meet ALL of the criteria identified in (c) through (f), https://nifa.usda.gov/sites/default/files/asset/document/cyfar_site_selection.pdf :

(a) A minimum of 50 percent of the population in targeted communities must be living at or below 185% of the Federal poverty level; or
(b) A minimum of 50 percent of participants at each site must meet one or more of the following characteristics: family qualifies for a public assistance program; family income falls below the Federal poverty threshold; greater than 25% of the National CYFAR Outcome target audience is uninsured (https://data.cms.gov/dataset/The-Percent-of-Uninsured-People-for-Outreach-Targe/9hxb-n5xb?); family income is less than 75 percent of the State or county median income; a parent did not complete high school; youth/family on record with community, juvenile justice and law enforcement, or social agencies for foster care, child abuse or neglect, substance abuse, eligibility for free or reduced school lunch, the WIC program, SNAP or other clearly established risk indicators;

And meet the following criteria

(c) Integrate focus in plan to adhere to the Guiding Principles (see C. 3. a. of this Part) of the one selected CYFAR Outcome;

(d) Produce a plan for adherence to the principles of CYFAR Integrated Program Components – Community, Technology, and Sustainability;

(e) CYFAR projects are strongly encouraged to partner with community sites inclusive of public housing authorities as well as 1994 Land-grant institutions, Hispanic-serving Institutions and minority-serving institutions; and

(f) If applicable, community sites that have been previously funded under any CYFAR project will need to provide justification as to how this is a new and different project that merits consideration for CYFAR funding. Indicate the measured outcomes and impacts of the previously funded project and how this award from NIFA will strengthen the current outcomes and project impacts. Also cite how this award will contribute to greater sustainability of the SCP project.

6. Logic Model

Once the SCP community sites are selected, an institutional team should be developed to work with community staff to develop one five-year SCP program plan and logic model. The CYFERnet SEARCH: Supporting Evaluation and Research Capacity Hub website (https://cyfernetsearch.org) features two essential resources for applicants applying for FY 2018 CYFAR SCP funding. These resources include an interactive Logic Model Builder and an interactive CYFAR Common Measures Survey Builder. These tools are to be used to facilitate the logic model process within the communities in program development, implementation, and subsequent evaluation for research based programs to lead to accomplishment of the selected CYFAR outcome. The logic model provides a visual diagram that illustrates specific components of a program and describes how the program will work. The CYFAR-specific logic model consists of five elements including:

(a) Identified needs and assets,
(b) Desired results (short-term and long-term),
(c) Indicators (short-term and long-term),
(d) Activities, and
(e) Resources.

You are required to use the CYFERnet SEARCH website to create a user account and develop your program's logic model. The Logic Model Builder can be found at: https://cyfernetsearch.org/build in the Program Planning for Effective Program Evaluation module. A program's completed logic model (PDF version) must be included as part of your grant application package. With the use of the newly developed logic model, you will also need to identify at least one short-term outcome from your logic model that will result from your program and can be subsequently evaluated with a CYFAR common measure. Successful

applicants are expected to comply with the required site evaluations submissions. The Interactive CYFAR Common Measures Survey Builder (cyfernetsearch.org) should be utilized to develop your evaluation assessment. The survey builder is located at: https://cyfernetsearch.org/tools. The CYFAR Common Measures include a list of vetted instruments that address Core Competencies in CYFAR programming, as well as Leadership, Nutrition, Parenting, Physical Activities, Science, Technology, and Workforce Preparation and is located at: http://cyfernetsearch.org/cyfar_common_measures. New projects are expected to report and share evaluative outcomes regarding their identified CYFAR common measure(s).

7. Five Year Work Plan

CYFAR SCP applications must describe how the selected program model will be implemented over five years. The Work Plan must include tasks such as staffing, recruiting participants, recruiting volunteers, establishing key partnerships, program implementation, marketing and promotion, materials development, training staff and volunteers, and evaluation methods. The Work Plan must indicate who is responsible, if known, for each of the key functions. CYFAR projects may or may not have the same participants for the full five year plan. In addition, they may or may not have the same partners for the full five-year period. When there are two or more high context cohorts planned for the five years of the project, each should be noted in the five year plan timeline.

CYFAR encourages (but does not require) CYFAR SCP Projects to use eXtension for program content considered suitable for delivery through eXtension (https://extension.org/).

This content is for “end users” as opposed to staff development and must follow the eXtension Guiding Principles and guidelines for including eXtension in a proposal. CYFAR does support the existing Community of Practice (COP) on Vulnerable Populations.

PART II—AWARD INFORMATION

A. Available Funding

The anticipated amount available for CYFAR grants in FY 2018 is approximately $6,680,000. Of this amount, approximately $800,000 will be available to fund new CYFAR SCPs under this RFA, which will have project periods ranging up to five years. The remaining amount, $5,880,000 of the $6,680,000, will fund 35 CYFAR continuation Sustainable Community Projects. This RFA is being released prior to the passage of an appropriations act for FY 2018. Enactment of additional continuing resolutions or an appropriations act may affect the availability or level of funding for this program.

The maximum funding per grantee for initial year will be $80,000 for a Regular SCP, and $160,000 for a Joint SCP (see section C. of this part for a description of these project types). The first year should be focused on planning and launching the program. In years two through five, NIFA will accept requests for up to $140,000 per year for Regular SCP; and up to $280,000 per year Joint SCP. The statutory time limit of the project as a continuation award will be five years. Applications must be submitted for five year project periods; funding will be awarded one year at a time.

Within the yearly available funding, a maximum of $50,400 for Regular SCP and up to $100,800 for Joint SCP may be retained for university support, including technical assistance with program development, evaluation, technology, and linking of SCP to other CYFAR resources in the state and to Professional Development and Technical Assistance CYFERnet (Children, Youth and Families Education and Research Network).

NIFA anticipates making NEW continuation awards under this RFA. A continuation award is issued for a specific level of effort for a predetermined period of time with a statement of intention to provide additional support at a future date. Continuation of the funding beyond FY 2018 for the award is provided if performance has been satisfactory, appropriations are available for this purpose, and continued support is in the best interests of the Federal government and the public.

There is no commitment by USDA to fund any particular application or to make a specific number of awards.

The Automated Standard Applications for Payment System (ASAP), operated by the Department of Treasury's Bureau of the Fiscal Service, is the designated payment system for awards resulting from this RFA. For more information see https://www.fiscal.treasury.gov/fsservices/gov/pmt/asap/asap_home.htm.

B. Types of Applications

Regular Grant

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

In FY 2018, you may only submit a new application to the CYFAR SCP Program as one of the following types of requests:

New application. This is a project application that has not been previously submitted to the CYFAR Program. We will review all new applications competitively using the screening for administrative requirements, review panel evaluation of proposals using evaluation criteria and selection process described in Part V—Application Review Requirements.

Resubmitted application. This is an application that had previously been submitted to the CYFAR Program but not funded. Project Directors (PDs) must respond to the previous review panel summary (see Response to Previous Review, Part IV). Resubmitted applications must be received by the relevant due dates, will be evaluated in competition with other pending applications in appropriate area to which they are assigned, and will be reviewed according to the same evaluation criteria as new applications.

C. Project Types

Extension Projects

Extension Projects conduct programs and activities that deliver science-based knowledge and informal educational programs to people, enabling them to make practical decisions. Extension Projects may also include related matters such as certification programs, in-service training, client recruitment and services, curriculum development, instructional materials and equipment, and innovative instructional methodologies appropriate to informal educational programs. See Part 1. C Program Area Description.

There are two specific extension project types offered:: 1) Regular Sustainable Community Projects (SCP) and 2) Joint SCP. The Regular SCP Project Type (Single Eligible Institution) refers to one institution applying for CYFAR SCP funding. The Joint SCP Project Type refers to a Joint SCP Project proposal; the co-applicants may include one or more additional institutions. Please see below for additional details on Regular SCPs and Joint SCPs.

NIFA is seeking applications from institutions that can demonstrate their capacity to develop statewide grantee capacity and deliver programs for at-risk children, youth, and families; and are able to provide program, evaluation, and technology support to Sustainable Community Projects.

1. **Regular SCP (Single Eligible Institution)**

In a Regular SCP, the applicant executes the project without the requirement of sharing grant funds with other project partners. This Regular SCP project type should have two or three community sites with a minimum of $29,600 of the amount available being allocated to each site.

2. **Joint SCP [Applicant + One Eligible Land-grant Partner]**

In a Joint SCP, the co-applicants must include one or more additional institutions. All partners must share grant funds and this sharing must be demonstrated in the budget justification. This project type should have two or three community sites per eligible Land-grant institution; resulting in a total of at least four to six community sites with a minimum of $59,200 of the amount available being allocated to each site.

Only 1862 and 1890 Land-grant institutions are eligible to apply as lead institutions.

Additional consideration will be awarded during the application evaluation process (see Part v, B.) for:

- Joint SCP Project proposals where 1862 and 1890 Institutions collaborate.
- Partnership with Tribal Institutions (aka 1994 Land-grant colleges), where the 1994 Land-grant college is a sub-awardee.
- Partnership with Hispanic Serving Institutions (HSI), where the HSI is a sub-awardee.

The following represents NIFA's estimates for FY 2018:

Description	Regular CYFAR SCP Project (Single)	Joint CYFAR SCP Project
Maximum Amount Requested per Proposal	$80,000	$160,000
Maximum Institutional Support (including 10% evaluation costs)	$50,400	$100,800
Minimum Budget for Community Sites	$29,600	$59,200

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Applications may only be submitted by Cooperative Extension at 1890 Land-grant Institutions, including Tuskegee University, Central State University, and West Virginia State University; 1862 Land-grant Colleges and Universities; and the University of the District of Columbia.

Award recipients may subcontract to organizations not eligible to apply provided such organizations are necessary for the conduct of the project. Failure to meet an eligibility criterion by the time of application deadline may result in the application being excluded from consideration or, even though an application may be reviewed, will preclude NIFA from making an award.

Only one application per Land-grant institution will be accepted. Current CYFAR SCP grantees may submit an application for an additional new project; however, if the same community site is being used, a justification must be provided (see Part IV, C, - Field 12, Other Project Information).

Only CYFAR SCP Joint Projects may be considered for center of excellence (COE) designation. See Part IV, B. of this RFA for additional requirements that eligible applicants must meet to be considered a center of excellence.

Failure to meet an eligibility criterion by the application deadline may result in the application being excluded from consideration or, even though an application may be reviewed, will preclude NIFA from making an award.

B. Cost Sharing or Matching

NIFA does not require matching support for this program and matching resources will not be factored into the review process as evaluation criteria.

C. Centers of Excellence (COE)

Pursuant to Section 7214 of the Agricultural Act of 2014 (Pub. L. 113-79), beginning in Fiscal Year 2015, for applicable competitive research and extension programs, NIFA will be recognizing and providing priority in the receipt of funding to applications from "centers of excellence" that have been established for purposes of carrying out research, extension, and education activities relating to the food and agricultural sciences. In July of 2014, NIFA held listening sessions and accepted written comments from stakeholders to inform NIFA's implementation of the centers of excellence provision. Information from the webinars and a summary of the input gathered are available on NIFA's website at http://nifa.usda.gov/resource/centers-excellence-webinars.

A center of excellence is composed of one or more of the following entities that provide financial or in-kind support to the center of excellence. Therefore, an eligible applicant who wishes to be

considered as a center of excellence must be one of the following entities that provides financial or in-kind support to the center being proposed, as described in the grant application.

(A) State agricultural experiment stations;

(B) colleges and universities;

(C) university research foundations;

(D) other research institutions and organizations;

(E) Federal agencies;

(F) national laboratories;

(G) private organizations, foundations, or corporations;

(H) individuals; or

(I) any group consisting of 2 or more of the entities described in (A) through (H).

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Electronic Application Package

Only electronic applications may be submitted via Grants.gov to NIFA in response to this RFA. We urge you to submit early to the Grants.gov system. For information about the pre-award phase of the grant lifecycle see http://www.grants.gov/web/grants/learn-grants/grants-101/pre-award-phase.html.

New Users of Grants.gov

Prior to preparing an application, we recommend that the Project Director/Principal Investigator (PD/PI) first contact an Authorized Representative (AR, also referred to as Authorized Organizational Representative, or AOR) to determine if the organization is prepared to submit electronic applications through Grants.gov. If not (e.g., the institution/organization is new to the electronic grant application process through Grants.gov), then the one-time registration process must be completed **PRIOR** to submitting an application. It can take as long as two weeks to complete the registration process so it is critical to begin as soon as possible. In such situations, the AR should go to **"Register," in the top right corner of the Grants.gov web page (or go to** http://www.grants.gov/web/grants/register.html**), for information on registering the institution/organization with Grants.gov.** Part II,1 of the NIFA Grants.gov Application Guide contains detailed information regarding the registration process. Refer to item 2, below, to locate the "NIFA Grants.gov Application Guide."

Steps to Obtain Application Package Materials

To receive application materials:

1. You must download and install a version of Adobe Reader compatible with Grants.gov to access, complete, and submit applications. For basic system requirements and download instructions, see http://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html. Grants.gov has a test package that will help you determine whether your current version of Adobe Reader is compatible.

2. To obtain the application package from Grants.gov, go to http://www.grants.gov/web/grants/applicants/download-application-package.html and enter the funding opportunity number where appropriate

   Funding Opportunity Number: USDA-NIFA-SLBCD-006528.

   Click "Search." On the displayed page, click the corresponding link to continue. A Grant Application Package is tied to a particular funding opportunity. You may submit an application ONLY to the particular funding opportunity to which the Grant Application Package is associated.

   Contained within the application package is the "NIFA Grants.gov Application Guide." This guide contains an introduction and general Grants.gov instructions, information

about how to use a Grant Application Package in Grants.gov, and instructions on how to complete the application forms.

If you require assistance to access the application package (e.g., downloading or navigating Adobe forms) **or submitting the application,** refer to resources available on the Grants.gov website (https://www.grants.gov/web/grants/support.html). Grants.gov assistance is also available at:

Grants.gov customer support (https://www.grants.gov/web/grants/support.html)
800-518-4726 Toll-Free or 606-545-5035
Business Hours: 24 hours a day, 7 days a week. Closed on federal holidays.
Email: support@grants.gov

Grants.gov iPortal (see https://grants-portal.psc.gov/Welcome.aspx?pt=Grants):
Top 10 requested help topics (FAQs), Searchable knowledge base, self-service ticketing and ticket status, and live web chat (available 7 a.m. - 9 p.m. EST).
Have the following information available when contacting Grants.gov:

- Funding Opportunity Number (FON)
- Name of agency you are applying to
- Specific area of concern

B. Content and Form of Application Submission

Electronic applications are to be prepared following Parts V and VI of the NIFA Grants.gov Application Guide. This guide is part of the corresponding application package (see Section A of this part). The following is **additional information** you need to prepare an application in response to this RFA. **If there is discrepancy between the two documents, the information contained in this RFA is overriding.**

Note the attachment requirements (e.g., PDF) in Part III, Section 3 of the guide. ANY PROPOSALS THAT ARE NON-COMPLIANT WITH THE REQUIREMENTS (e.g., content format, PDF file format, file name restrictions, and no password protected files) WILL BE AT RISK OF BEING EXCLUDED FROM NIFA REVIEW. Grants.gov does not check for NIFA required attachments or whether attachments are in PDF format; see Part III, Section 6.1 of the guide for how to check the manifest of submitted files. Partial applications will be excluded from NIFA review. We will accept subsequent submissions of an application until close of business on the closing date in the RFA (see Part V, 2.1 of the NIFA Grants.gov Application Guide for further information).

For any questions related to the preparation of an application, review the NIFA Grants.gov Application Guide and the applicable RFA. If assistance is still needed for preparing application forms content, contact:

- Email: electronic@nifa.usda.gov
- Phone: 202-401-5048
- Business hours: Monday through Friday, 7 a.m. – 5 p.m. EST, excluding federal holidays.

1. SF 424 R&R Cover Sheet

Information related to the questions on this form is dealt with in detail in Part V, 2 of the NIFA Grants.gov Application Guide. See Part V, Section 2.18 of the NIFA Grants.gov Application

Guide for the required certifications and assurances (e.g., Prohibition Against Entities Requiring Certain Internal Confidentiality Agreements).

2. SF 424 R&R Project/Performance Site Location(s)
Detailed information related to the questions on this form is available in Part V, 3 of the NIFA Grants.gov Application Guide.

3. R&R Other Project Information Form
Detailed information related to the questions on this form is available in Part V, 4 of the NIFA Grants.gov Application Guide.

a. Field 7. Project Summary/Abstract.
The summary should also include the relevance of the project to the goals of CYFAR See Part V. 4.7 of NIFA Grants.gov Application Guide for further instructions and a link to a suggested template.

b. Field 8. Project Narrative.
The Project Narrative shall not exceed **12 for a Regular SCP/Single Eligible Institution application and 15 for the Joint university application** pages of written text and up 20 additional pages for figures and tables for both Regular SCP/Single Eligible Institution and for the Joint university application. We have established this maximum 20 pages of additional figures and tables for each type to ensure fair and equitable competition. There is a maximum of 32 pages for the Regular SCP/Single Eligible Institution and 35 for the Joint university application. The Project Narrative must include all of the following:

1. CYFAR SCP Project Management:
    (a) Project Title: (Your Institution) Sustainable Community Project
    (b) SCP Staff name, title, address, e-mail for:
        (i) SCP Project Director(s),
        (ii) SCP Evaluator,
        (iii) SCP Technology Specialist
    (c) CYFAR Outcome (see 2. below)
    (d) Program Model (see 3. below)
    (e) Community Sites. For each community site provide:
        (i) Community staff name, title, address, and e-mail; and
        (ii) Community & faith-based program partners.

2. One National CYFAR Outcome:
Explain the rationale for the decision, the needs assessment process used, and who was involved.

3. One Program Model:
    (a) Describe the selected program model including the following:
        (i) Desired short and long-term results;
        (ii) Age range of high context participants;
        (iii) Frequency and duration of contact with the program;
        (iv) Group size and staffing plan;
        (v) Uniform program and curriculum content (e.g., science technology,

community service, drama, computer literacy, reading literacy, parent education, exercise/fitness); and
(vi) Standardized training and technical assistance plans for project staff.

(b) Describe the process used for determining this program model.

(c) Explain how each of the Guiding Principles is addressed in the selected Program Model (https://nifa.usda.gov/sites/default/files/program/CYFAR%20guiding_principles.pdf).

4. Integrated Program Components:
(a) **Community**: Describe how the proposed program fits into the Community context using at least one of the recommended approaches.
(b) **Technology**: Describe how the Technology Plan ensures that information and communication technology is integrated throughout the SCP program.
(c) **Sustainability**: Describe the Sustainability Plan including critical factors.

5. Selecting Community Sites:
Describe the process and rationale used for selecting the SCP Community Sites. Community sites
must be identified at the time of application submission.

6. Five Year Logic Model:
Provide a five year Logic Model for the SCP. The CYFAR-specific logic model consists of five elements including:
(a) Identified needs and assets;
(b) Desired results (short-term and long-term);
(c) Indicators (short-term and long-term);
(d) Activities; and
(e) Resources.

The Logic Model Builder can be found at: https://cyfar.org/build in the Program Planning for Effective Program Evaluation module. Prospective applicants are required to develop a logic model, and use the CYFERnet SEARCH website to create a user account and develop their program's logic model. With the use of the newly developed logic model, prospective applicants also need to identify at least one short-term outcome from their logic model that will result from their program and can be evaluated.

7. Five Year Work Plan for the SCP:

The Work Plan should detail how the selected program model will be implemented over five years. The Work Plan should address staffing, recruiting participants, recruiting volunteers, establishing key partnerships, program implementation, marketing and promotion, materials development, training staff and volunteers in a five-year timeline. The two or more context cohorts planned for the five years should be noted in the five-year plan timeline.

Center of Excellence Justification:

For consideration as a COE, you must provide a brief justification statement, as part of your Project Narrative and within the page limits provided, which describes how you meet the standards of a COE, based on the following criteria:

(A) The ability of the COE to ensure coordination and cost effectiveness by reducing unnecessarily duplicative efforts in the research, teaching, and extension activities outlined in this application;

(B) In addition to any applicable matching requirements, the ability of the COE to leverage available resources by using public-private partnerships among agricultural industry groups, institutions of higher education, and the federal government in the proposed research and/or extension activities outlined in this application. Resources leveraged be commensurate with the size of the award;

(C) The planned scope and capability of the COE to implement teaching initiatives that increase awareness and effectively disseminate solutions to target audiences through extension activities of the proposed research and/or extension activity outlined in this application; and

(D) The ability or capacity of the COE to increase the economic returns to rural communities by identifying, attracting, and directing funds to high-priority agricultural issues in support of and as a result of the implementation of the proposed research and/or extension activity outlined in this application.

Additionally, where practicable (not required), COE applicants should describe proposed efforts to improve teaching capacity and infrastructure at colleges and universities (including land-grant colleges and universities, cooperating forestry schools, certified Non-Land Grant Colleges of Agriculture (NLGCA) (list of certified NLGCA is available at http://www.nifa.usda.gov/funding/pdfs/nlgca_colleges.pdf), and schools of veterinary medicine).

c. Field 12. Add Other Attachments

See Part V. Section 4.12 of the NIFA Grants.gov Application Guide (Field 12 on the form) for instructions regarding mandatory Felony Convictions or Tax Delinquent Status. The following are additional instructions.

Response to Previous Review. One Page Limit.

This requirement only applies to "Resubmitted Applications" as described under Part II, B., and "Types of Applications". PDs must respond to the previous review panel summary on no more than one page, titled, "RESPONSE TO PREVIOUS REVIEW". If desired, additional comments may be included in the text of the Project Narrative, subject to the page limitations of that section.

Only one application per Land-grant institution will be accepted. Current CYFAR SCP grantees may submit an application for an additional new project; however, if the same

community site is being used, a justification must be provided

4. R&R Senior/Key Person Profile (Expanded)
Detailed information related to the questions on this form is available in Part V, 5 of the NIFA Grants.gov Application Guide. This section of the guide includes instructions about senior/key person profile requirements, and details about the biographical sketch and the current and pending support, including a link to a suggested template for the current and pending support.

5. R&R Personal Data – As noted in Part V, 6 of the NIFA Grants.gov Application Guide, the submission of this information is voluntary and is not a precondition of award. Part V.6 also notes the importance and use of the information.

6. R&R Budget
Detailed information related to the questions on this form is available in Part V, 7 of the NIFA Grants.gov Application Guide.

NIFA does not require matching support for this program and matching resources will not be factored into the review process as evaluation criteria.

See Part II, A. for maximum funding that may be requested each year. **However, applicants are cautioned to request only amounts that can be expended by the end of the budget year, since carryover funds will be subtracted from the following year's request.**

Applications must contain an annual budget, annual budget narrative, community site budgets, community site budget narratives for each of the five years, and a cumulative budget and cumulative budget narrative, covering the entire project period. The Budget Justification (aka the Budget Narrative) must include an itemized breakdown of all support requested.
Show the total amount allocated for the community site budgets within Field F, lines 8, 9 and 10 of cumulative budget form.

Community Site Budgets:

Individual community site budget forms and budget narratives are required for five years. For each of the five years, use the R & R Subaward budget section of the application to submit these budgets and narratives. It is recognized that if the community sites are operated through the university system, then they are not considered sub-awards. Because of the requirements of Grants.gov all community sites both extension-based community sites and those sites that operate apart from extension must complete the sub-award forms for each site. **All community sites according to Grants.gov are considered sub-awards.**

If an outside organization provides some of the program operation, it is considered a subaward. Identify the operator. Include required subaward information. It is recommended that the number of community sites be limited to two or three sites.

NOTE: Applicants are reminded to include the Base Annual Salaries for all Key Personnel.

First year SCP project staff inclusive of the Project Director (PD), evaluation, and technology staff are required to attend the designated CYFAR SCP Grantee Orientation and CYFAR SCP Grantee Workshop. In years two through five SCP, university, county, and community site staff are required to participate in the CYFAR SCP Grantee Workshop. Travel expenses for these required trips should be included in the budget request.

Evaluation:

A minimum of 10% of the total project budget must be allotted for staff, travel, and material costs of the SCP evaluation. Provide a list at the end of your budget narrative of the costs that are associated with the 10% evaluation requirement.

A portion of the budget must be dedicated to high-level evaluation intended for outcome measurement that has measurable outcomes which are related to social outcomes and USDA mission and/or REE priority areas.

7. <u>Supplemental Information Form</u>
Detailed information related to the questions on this form is available in Part VI, 1 of the NIFA Grants.gov Application Guide.

a. Field 2. Program to which you are applying. Enter the program code name (i.e., enter "**Youth at Risk**") and the program code (i.e., enter "**MC**"). Note that accurate entry of the program code is very important for proper and timely processing of an application.

b. Field 8. Conflict of Interest List. See Part VI, 1.8 of the NIFA Grants.gov Application Guide for further instructions and a link to a suggested template.

C. Submission Dates and Times

We recommend that you conduct an administrative review of the application before submission of it via Grants.gov to ensure that it complies with all preparation instructions. An application checklist is included in Part VII of the NIFA Grants.gov Application Guide to assist with this review. While the checklist should be used to check the application for completeness, the application should be checked for the following required item(s). This is not an exhaustive list of required items; it only serves to highlight items that may be overlooked. The list includes:

- Logic Model
- Five Year Work Plan
- Current and Pending Support

Instructions for submitting an application are included in Part IV, Section 1.9 of the NIFA Grants.gov Application Guide.

Applications must be received by Grants.gov by **5 p.m. Eastern Time on April 9, 2018**. Applications received after this deadline will normally not be considered for funding.

If you have trouble submitting an application to Grants.gov, you should FIRST contact the Grants.gov Help Desk to resolve any problems. Keep a record of any such correspondence. See Part IV. A for Grants.gov contact information.

We send email correspondence to the AR regarding the status of submitted applications. We strongly encourage you to provide accurate email addresses, where designated, on the SF-424 R&R Application for Federal Assistance.

If the AR has not received correspondence **from NIFA** regarding a submitted application within 30 days of the established deadline, contact the Agency Contact identified in Part VII of the RFA and request the proposal number assigned to the application. **Failure to do so may result in the application not being considered for funding by the peer review panel. Once the application has been assigned a proposal number, you should cite this number on all future correspondence.**

D. Funding Restrictions

Pursuant to Section 1473 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977, as amended, 7 U.S.C. 3319, **indirect costs and tuition remission are not allowable costs under Section 3(d) of Smith-Lever funded projects, and no funds will be approved for this purpose**. Costs that are a part of an institution's indirect cost pool (e.g., administrative or clerical salaries) may not be reclassified as direct costs for the purpose of making them allowable.

Grant funds awarded under this authority may not be used for the renovation or refurbishment of research, education, or Extension space; the purchase or installation of fixed equipment in such space; or the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

The statutory time limitation for this program is five years from the project start date on the Award Face Sheet (Form NIFA-2009). Extension of time beyond the five years will not be permitted.

E. Other Submission Requirements

You should follow the submission requirements noted in Part IV, Section 1.9 in the document entitled "NIFA Grants.gov Application Guide."

For information about the **status of a submitted application**, see Part III, Section 6 of the NIFA Grants.gov Application Guide.

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

We evaluate each application in a two-part process. First, we screen each application to ensure that it meets the administrative requirements as set forth in this RFA. Second, a technical review panel will evaluate applications that meet the administrative requirements.

We select reviewers based upon their training and experience in relevant scientific, extension, or education fields, taking into account the following factors:

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

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

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

We will send copies of reviews, ***not*** including the identity of reviewers, and a summary of the panel comments to the PD after the review process has been completed.

B. Evaluation Criteria

We will use the evaluation criteria below to review applications submitted in response to this RFA:

Center of Excellence Status

All eligible applicants will be competitively peer reviewed (as described in Part V, A and B of this RFA), and ranked in accordance with the evaluation criteria. Those that rank highly

meritorious and requested to be considered as a COE will be further evaluated by the peer panel to determine whether they have met the standards to be a COE (Part III, C. and Part IV, B). In instances where they are found to be equally meritorious with the application of a non-COE, based on peer review, selection for funding will be weighed in favor of applicants meeting the COE criteria. NIFA will effectively use the COE prioritization as a "tie breaker." Applicants that rank highly meritorious but who did not request consideration as a COE or who are not deemed to have met the COE standards may still receive funding.

In addition, the applicant's Award Face Sheet will reflect that, for the particular grant program, the applicant meets all of the requirements of a COE. Entities recognized as COE will maintain that distinction for the duration of their period of performance or as identified in the terms and conditions of that award.

1. CYFAR SCP Project Management (10 Points)
This criterion assesses the degree to which the application has complete information for all of the following:

(a) Project Title: (Your Institution) Sustainable Community Project;
(b) SCP Staff name, title, address, e-mail for:
    (i) SCP Project Director(s),
    (ii) SCP Evaluator,
    (iii) SCP Technology Specialist;
(c) CYFAR Outcome;
(d) Program Model; and
(e) Community Sites. For each community site provide:
    (i) Location, County staff name, title, address, e-mail;
    (ii) Community staff name, title, address, and e-mail; and
    (iii) Community & Faith-based program partners.
(f) Explain integration of Extension programming efforts with Extension staff, inclusive of a letter of support from the university/college Extension Director.

2. The soundness of the National CYFAR Outcome (5 Points)

This criterion is an indicator of programmatic readiness to effectively deliver the specified program and meet its specified outcomes to the community sites.

3. One Program Model (25 Points)

(a) The degree to which the selected Program reflects: (15 Points)
    (i) Desired long-term results;
    (ii) Age range of high context participants;
    (iii) Frequency and duration of contact with the program;
    (iv) Group size and staffing plan;
    (v) Uniform program and curriculum content (e.g., science technology, community service, drama, computer literacy, reading literacy, parent education, exercise/fitness; and
    (vi) Standardized training and technical assistance plans for project staff.

(b) The degree to which the process used for determining this program's Pilot Model is assessed and evaluated. (5 points)

(c) The soundness of how each of the Guiding Principles is addressed in the selected Program Model. (5 points)

4. Integrated Program Components (15 Points)

(a) Community – Describes how the proposed program fits into the Community context using at least one of the recommended approaches. (5 Points)

(b) Technology – Describes the Technology Plan to ensure that information and communication technology is integrated throughout the SCP program. (5 Points)

(c) Sustainability – Describes the Sustainability Plan including critical factors. (5 Points)

5. The soundness on the process for selecting the SCP Community Sites. (5 Points)

6. Five Year Logic Model (10 Points)

A clear logic Pilot Model has been articulated for how to work with communities in program development, implementation, and evaluation.

7. Five Year Work Plan (15 Points)

A clear Work Plan is articulated for how the selected program model will be or will continue to be implemented.

8. Joint SCP Projects (10 Points)

A premium of ten points will be offered to joint projects including 1890 institutions as lead or as Subawardee.

9. SCP Projects including 1994 Institutions or Hispanic Serving Institutions (HSI) (5 Points)

A premium of five points will be offered to projects including either 1994 or HSIs as a Subawardee. See: http://nifa.usda.gov/resource/1994-land-grant-directory for 1994 Institutions and https://www.hacu.net/assnfe/CompanyDirectory.asp?STYLE=2&COMPANY_TYPE=1%2C5.

10. Experimental Program to Stimulate Competitive Research (EPSCoR) Program (5 Points)

A premium of five points will be offered for projects engaging as a subawardee EPSCoR States, Land-grant Partners, Territories and the District of Columbia. https://nifa.usda.gov/afri-fase-epscor-program.

C. Conflicts of Interest and Confidentiality

During the peer evaluation process, we take extreme care to prevent any actual or perceived conflicts of interest that may impact review or evaluation. See http://www.nifa.usda.gov/business/competitive_peer_review.html for further information about conflicts of interest and confidentiality as related to the peer review process.

D. Organizational Management Information

Specific management information relating to an applicant shall be submitted one-time, with updates on an as-needed basis. This requirement is part of the responsibility determined prior to the award of a grant identified under this RFA, if such information has not been provided previously under this or another NIFA program. We will provide you copies of forms recommended for use in fulfilling these requirements as part of the pre-award process. Although an applicant may be eligible based on its status as one of these entities, there are factors that may exclude an applicant from receiving federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual involved or a determination that an applicant is not responsible based on submitted organizational management information).

E. Application Disposition

An application may be withdrawn at any time before a final funding decision is made regarding the application. Each application that is not selected for funding, including those that are withdrawn, will be retained by CYFAR for a period of three years.

PART VI—AWARD ADMINISTRATION

A. General

Within the limit of funds available for such purpose, the NIFA awarding official shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the NIFA awarding official as the effective date of the grant shall be no later than September 30 of the federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. The project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by NIFA under this RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable federal cost principles, USDA assistance regulations, and NIFA General Awards Administration Provisions at 7 CFR part 3430, subparts A through E.

B. Award Notice

The award document will provide pertinent instructions and information including, at a minimum, the information described in 2 CFR 200.210.

See http://www.nifa.usda.gov/business/awards/awardterms.html to view current NIFA award terms and conditions.

C. Administrative and National Policy Requirements

Several federal statutes and regulations apply to grant applications considered for review and to project grants awarded under this program. These may include, but are not limited to, the ones listed on the NIFA web page – http://nifa.usda.gov/federal-regulations.

NIFA Federal Assistance Policy Guide—a compendium of basic NIFA policies and procedures that apply to all NIFA awards, unless there are statutory, regulatory, or award-specific requirements to the contrary—is available at http://nifa.usda.gov/policy-guide.

D. Expected Program Outputs and Reporting Requirements

The output and reporting requirements are included in the award terms and conditions (see http://www.nifa.usda.gov/business/awards/awardterms.html for information about NIFA award terms). If there are any program or award-specific award terms, they will be identified in the award.

Successful applicants are expected to comply with the required site evaluations submission and should utilize the Interactive CYFAR Common Measures Survey Builder (https://cyfar.org/) to develop their evaluation assessment.

CYFAR projects will also be required to submit a year-end report to NIFA's electronic, Web-based inventory system that facilitates both grantee submissions of project outcomes and public

access to information on Federally-funded projects. The details of these reporting requirements are included in the award terms and conditions. Successful applicants are expected to comply with the required site evaluations submission and should utilize the Interactive CYFAR Common Measures Survey Builder (https://cyfernetsearch.org/) to develop their evaluation assessment.

CYFAR projects are required to submit program site evaluation data to https://cyfernetsearch.org/ for CYFAR Program outcome and evaluation. In accordance with OMB Control Number 0524-0043, collection of the required information has been approved.

PART VII—AGENCY CONTACTS

Applicants and other interested parties are encouraged to contact:

Programmatic Contact –

Bonita Williams, Ph.D.; National Program Leader; Division of Youth and 4-H; Institute of Youth, Family and Community; National Institute of Food and Agriculture; U.S. Department of Agriculture; STOP 2251; 1400 Independence Avenue, SW; Washington, DC 20250-2251; phone number: (202) 720-3566; fax number: (202) 720-9366; email: bwilliams@nifa.usda.gov

Or

Bianca Johnson; Program Specialist; Division of Youth and 4-H; Institute of Youth, Family and Community; National Institute of Food and Agriculture; U.S. Department of Agriculture; STOP 2251; 1400 Independence Avenue, SW; Washington, DC 20250-2251; phone number: (202) 604-3489; fax number: (202) 720-9366; email: bjohnson@nifa.usda.gov

Administrative/Business Contact –

Sondra Watkins; Team Leader, Team II; Awards Management Division; National Institute of Food and Agriculture; U.S. Department of Agriculture; STOP 2251; 1400 Independence Avenue, SW; Washington, DC 20250-2251; phone number: (202) 401-4249; fax number: (202) 401-3237; email: swatkins@nifa.usda.gov

PART VIII—OTHER INFORMATION

A. Use of Funds; Changes

1. Delegation of Fiscal Responsibility

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

2. Changes in Budget or Project Plans

In accordance with 2 CFR 200.308, awardees must request prior approval from NIFA for the following program or budget-related reasons:

(i) Change in the scope or the objective of the project or program (even if there is no associated budget revision requiring prior written approval).

(ii) Change in a key person specified in the application or the federal award.

(iii) The disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.

(iv) The inclusion, unless waived by the federal awarding agency, of costs that require prior approval in accordance with 2 CFR 200 Subpart E—Cost Principles of this part or 45 CFR Part 75 Appendix IX, "Principles for Determining Costs Applicable to Research and Development under Awards and Contracts with Hospitals," or 48 CFR Part 31, "Contract Cost Principles and Procedures," as applicable.

(v) The transfer of funds budgeted for participant support costs as defined in §200.75 Participant support costs to other categories of expense.

(vi) Unless described in the application and funded in the approved federal awards, the subawarding, transferring or contracting out of any work under a federal award, including fixed amount subawards as described in §200.332 Fixed amount subawards. This provision does not apply to the acquisition of supplies, material, equipment, or general support services.

(vii) Changes in the approved cost-sharing or matching provided by the non-federal entity.

(viii) The need arises for additional federal funds to complete the project.

The awardee will be subject to the terms and conditions identified in the award. See http://www.nifa.usda.gov/business/awards/awardterms.html for information about NIFA award terms.

B. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of the record of NIFA transactions, available to the public upon specific request. Information that the Secretary of Agriculture determines to be of a confidential, privileged, or proprietary nature will be held in confidence to the extent permitted by law. Therefore, any information that the applicant wishes to have considered as confidential, privileged, or proprietary should be clearly marked within the

application. We will retain for three years a copy of an application that does not result in an award. Such an application will be released only with the consent of the applicant or to the extent required by law. An application may be withdrawn at any time prior to the final action thereon.

C. Regulatory Information

This program is not subject to the provisions of Executive Order 12372, which requires intergovernmental consultation with state and local officials.

Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35), the collection of information requirements contained in this notice have been approved under OMB Document No. 0524-0039.

D. Definitions

Refer to 7 CFR 3430, Competitive and Noncompetitive Non-formula Financial Assistance Programs--General Award Administrative Provisions, for applicable definitions for this NIFA grant program.

E. Materials Available on the Internet

CYFAR program information will be made available on the NIFA web site at: https://nifa.usda.gov/program/children-youth-and-families-risk-cyfar.
The following are among the materials available on the web page:
1. CYFAR Program Overview
2. CYFAR Program Information
3. CYFAR Reporting
4. CYFAR Grants Instructions and Stakeholder Information