



Micro-Grants for Food Security Program

Fiscal Year 2026 Notice of Funding Opportunity

Funding Opportunity Number: USDA-AMS-TM-MGFSP-G-26-0009

Publication Date: May 22, 2026

Application Due Date: 11:59 PM Eastern Time on June 22, 2026

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1.0 BASIC INFORMATION

Federal Agency: Agricultural Marketing Service (AMS)

Funding Opportunity Title: Micro-Grants for Food Security Program

Announcement Type: Initial

Funding Opportunity Number: USDA-AMS-TM-MGFSP-G-26-0009

Assistance Listing Number: [10.179](#)

Type of Federal Assistance: Grant Agreements will be used to provide a federal award to successful applicants.

Type of Application: *New applications* will be evaluated using the process described in [section 6.0 Application Review Information](#).

Application Deadline: June 22, 2026, through [Grants.gov](#) at 11:59 pm Eastern Time.

1.1 EXECUTIVE SUMMARY

The U.S. Department of Agriculture (USDA), Agricultural Marketing Service (AMS), requests applications for the fiscal year (FY) 2026 Micro-Grants for Food Security Program (MGFSP). The purpose of this program is to support eligible agencies or departments of agriculture on the competitive distribution of subawards that increase the quantity and quality of locally grown food through small-scale gardening, herding, and livestock operations in areas of the United States that have significant levels of food insecurity and import a significant quantity of food.

Approximately \$4.75 million is available to fund applications under this solicitation. In the FY 2025 application cycle, AMS funded 5 applications awarding a total of \$4.7 million.

This announcement identifies the eligibility criteria for applicants, subaward applicants, and subaward projects, and the application forms and associated instructions needed to apply for an award. AMS will award these grants non-competitively to eligible applicants.

1.2 2026 HIGHLIGHTS AND CHANGES

Below are highlights of major changes to the program since the last NOFO was issued.

- This Notice of Funding Opportunity (NOFO), (formerly known as a Request for Applications, or RFA) was reorganized following the recent changes to the Uniform Guidance, [Appendix I to Part 200, Title 2](#). The reorganization lists basic program information upfront and application submission requirements at the end.
- The NOFO was updated to remove the following:
 - Language encouraging applications that “...benefit smaller farms and ranches, new and beginning farmers and ranchers, underserved producers, veteran producers, and/or underserved communities...”
 - Language promoting “climate-resilient landscapes and rural economic systems, including tools to support agriculture, forests, grazing lands, and rural communities” and encouraging applications that “consider including goals and activities related to mitigating or adapting to climate change in their project’s design and implementation”.
 - Section 3.3.1 on Applicant Responsibilities was amended to remove all language related to outreach activities to “underserved” farmers and ranchers.

- The [AMS General Terms and Conditions \(AMS GT&C\)](#) have been updated to reflect changes to the Uniform Guidance (2 CFR Part 200) and with the [USDA General Terms and Conditions \(USDA GT&C\)](#) for Federal Awards that were published on December 31, 2025. Both sets of General Terms and Conditions set out requirements for recipients.
 - AMS' General Terms and Conditions provide 2 CFR Part 200 and USDA GT&C citations to ensure recipients are aware of all requirements.
- Specific AMS updates reflecting 2024 Uniform Guidance updates include those to section **6.2.1 Risk Review** of this document, **3.4 Allowable and Unallowable Cost and Activities**, and **8.1 Administrative and National Policy Requirements**, as included in the AMS and USDA T&Cs.

1.3 AVAILABLE FUNDING

Anticipated Available Funding: \$4.75 million. Enactment of future legislation may affect the availability or level of funding for this program.

Cost Share Requirement: Cost share is not required for eligible applicants. A 10% cash cost share is required for eligible subaward entities of the total federal subaward.

1.4 FEDERAL AWARD PERIOD DURATION AND SIZE

The approximate grant allocation for each eligible state or territory is indicated below.

Agency or Department of Agriculture	Percentage of Allocation	Approximate Grant Allocation
Alaska	40 percent	\$1,900,800.00
American Samoa	2.5 percent	\$118,800.00
Federated States of Micronesia	2.5 percent	\$118,800.00
Guam	2.5 percent	\$118,800.00
Hawaii	40 percent	\$1,900,800.00
Northern Mariana Islands	2.5 percent	\$118,800.00
Puerto Rico	2.5 percent	\$118,800.00
Republic of the Marshall Islands	2.5 percent	\$118,800.00
Republic of Palau	2.5 percent	\$118,800.00
U.S. Virgin Islands	2.5 percent	\$118,800.00

Unclaimed funds will be redistributed to eligible participating applicants according to the formula laid out in the authorizing statute.

The grant period of performance for agreements between AMS and the eligible applicant is four (4) years. Eligible applicants are highly encouraged to competitively distribute the funds through subawards to eligible entities within the first year of the award. The grant period of performance must begin no later than September 30, 2026, and end no later than September 29, 2030.

AMS expects applicants to complete their projects within the required performance period. However, it is acceptable to complete a project before the scheduled performance period end date. The applicant must indicate the start and end dates on the SF-424, "Application for Federal Assistance" in block 17.

1.5 TIPS FOR APPLICANTS

- **To submit your application electronically in [Grants.gov](https://www.grants.gov), you must:**
 - Have a Unique Entity Identifier (UEI) and a Taxpayer Identification Number (TIN);
 - Be registered in SAM.gov;
 - Provide your UEI number and TIN on your application; and
 - Maintain an active and current SAM registration.
- **Allow time for Registration Completion:**
 - The organization registration process can take as long as four weeks.
 - Complete registration as early as possible to meet all deadlines. See [section 5.0](#) for more information.
- **Review of General Terms and Conditions:**
 - Review the [AMS GT&C](#) to understand allowable and unallowable costs.
 - Review the [USDA GT&C](#).
- **Ensure File Compatibility:**
 - Use the latest version of Adobe Reader that it is compatible with [Grants.gov software](#).
- **File Naming and Size:**
 - Limit file names to 50 characters or fewer.
 - Avoid special characters in file names (e.g. \$, %, &, *, Spanish "ñ", etc.).
- **Attachment Upload:**
 - Use the “Add Attachments” button in Grants.gov for upload.
 - Do not use the paperclip icon in Adobe Reader.
- **File Security and Formatting:**
 - Do not password-protect files.
 - Accept all tracked changes in documents in document before submission.
- **Accurate Data Entry:**
 - Verify that your UEI number is correctly entered on the SF-424 form cover page.
- **Grants.gov Resources for Support:**
 - [Applicant FAQs](#)
 - [Workspace Overview](#)

By following these steps and recommendations, applicants can reduce errors, meet deadlines, and ensure compliance with submission requirements.

1.6 TIMING TO OBTAIN AND SUBMIT GRANTS.GOV REQUIRED ELEMENTS

Required Action	Timing to Obtain/Submit
AMS Deadline to receive final application and all supporting materials through Grants.Gov	June 22, 2026 – 11:59 p.m. Eastern Time
Obtaining Your Organization’s UEI Number (if you do not already have one)	7-10 business days
Establishing an Active SAM.gov Account (if you do not already have one)	Up to 4 weeks
Obtaining a TIN/EIN (if you do not already have one)	Up to 2 weeks
Creating your Grants.gov profile and registering your Authorized Organizational Representative (AOR) authorization	Up to 4 weeks

1.7 AGENCY CONTACT INFORMATION

1.7.1 AMS PROGRAM CONTACTS

After closely reviewing this NOFO in its entirety, applicants and other interested parties that have questions are encouraged to contact the MGFSP staff by e-mail at IPPGGrants@usda.gov.

AMS provides resources and information on the [MGFSP website](#) that may be helpful to applicants, including [Frequently Asked Questions \(FAQs\)](#), [Descriptions of Funded Projects](#), and required application forms. AMS staff are available to provide timely technical assistance related to the application process. Staff cannot provide feedback on the merits of an application.

Micro-Grants for Food Security

USDA, Agricultural Marketing Service

1400 Independence Avenue, SW

Room 1510-S South Building

Stop 0264

Washington, DC 20250-0264

<https://www.ams.usda.gov/mgfsp>

1.7.2 GRANTS.GOV CONTACT INFORMATION

All questions regarding Grants.gov technical assistance or issues must be directed to Grants.gov's [Applicant Support Center](#). Applicants may also call the 24/7 (except federal holidays) toll-free support number 1-800-518-4726 or email support@grants.gov.

1.8 STAKEHOLDER INPUT

AMS seeks comments about this NOFO. AMS considers comments to the extent possible when developing the next NOFO for the program. Written comments may be submitted to: AMSGrants@usda.gov. This e-mail address is intended only for receiving comments regarding this NOFO and not for requesting information or forms. In your email subject line, please state that you are commenting on the **Micro-Grants for Food Security Program NOFO**.

2.0 ELIGIBILITY

2.1 ELIGIBLE APPLICANTS

Eligible applicants for FY 2026 are state or territory departments, divisions, or agencies of agriculture in Alaska, Hawaii, American Samoa, the Commonwealth of the Northern Mariana Islands, the Commonwealth of Puerto Rico, the Federated States of Micronesia, Guam, the Republic of the Marshall Islands, the Republic of Palau, and the United States Virgin Islands.

2.2 SUBAWARD ELIGIBLE ENTITIES

Eligible entities for subawards must be physically located in an eligible state or territory listed in [section 2.1](#) and must apply directly to the eligible applicant (state or territory departments, divisions, or agencies) in order to be considered for a subaward. Eligible entities are:

- Individuals;
- Indian Tribes or Tribal organizations as defined in [25 U.S.C. § 5304](#);
- Nonprofit organizations that are engaged in increasing food security, including:
 - Religious organizations
 - Food banks
 - Food pantries
- Federally funded educational facilities, including:
 - Head Start programs or Early Head Start programs
 - Public elementary schools or public secondary schools
 - Public institutions of higher education
 - Tribal Colleges or Universities
 - Job training programs
 - Local or Tribal governments that may not levy local taxes under State or Federal law.

2.3 COST SHARING REQUIREMENTS

2.3.1 COST SHARING FOR ELIGIBLE APPLICANTS

Eligible applicants are not required to provide a cost share at the level; however, cost share is required at the subaward level as described in [section 2.3.2](#).

2.3.2 COST SHARING FOR ELIGIBLE ENTITIES

When establishing subawards, the applicant must ensure that each *eligible entity* provides funds in the form of **cash** equal to **10 percent** of the total federal funds received under the subaward.

An applicant may waive the cost share requirement for an individual sub-applicant who otherwise meets the requirements to receive a subaward by the eligible state or territory. The process of waiving this requirement must:

- Align with the state or territory’s existing policies and procedures;
- Account for real or potential conflicts of interest, which applicants must disclose in writing to the USDA/AMS as described in [section Error! Reference source not found.](#) of the [USDA GT&C](#); and
- Be applied in a fair and transparent manner.

If a state or territory does not have existing policies governing waivers in place, AMS encourages the consideration of the following criteria when waiving an individual’s cost share requirement:

- The project’s alignment with the program’s purpose, eligible activities, and outcomes;
- The project’s budget being reasonable, allowable, and necessary for associated activities; and
- External reviewer feedback resulting from the competitive process.

Cash contributions are generally defined as actual monetary funds (not the ‘value’ of someone’s time/effort) from the applicant’s general revenue/reserves/savings/line of credit, or 3rd-party partner(s), or other non-Federal grants. The applicant must be able to track and show the source of the cost share, and that the funding source will be dedicated entirely to the grant project, and produce records to that effect (for example, taking the

cash cost share in your accounting system, or from your partner, and placing it into a special ‘grant project’ account).

In-kind contributions are generally defined as the value of goods or services provided by the contributor for the benefit of the grant project, where no funds transferred hands. For example, a partner, such as a Tribal community member, may volunteer their professional expertise as an in-kind contribution to the project as described in [2 CFR § 200.306\(e\)](#).

In-kind contributions, while encouraged, do not count toward the fulfillment of this requirement. The applicant is responsible for ensuring that the required cost share is met in accordance with applicable federal regulations and must follow its own written policies and procedures.

Cost sharing must be in the form of allowable direct or indirect costs. Subapplicants electing the 15% de minimis rate indirect costs may not use indirect cost as cost share. Only subapplicants with a valid Negotiated Indirect Cost Rate Agreement (NICRA) can use indirect cost as a source of cost sharing (see [section 3.5.3](#))

All cost sharing contributions **must be committed or secured** at the time a subapplicant is selected for an award. An award will not be issued unless all cost sharing funds over the life of the grant are secured. Additional anticipated cost sharing funds not in place by the time the project starts **cannot be counted** toward the cost sharing requirement.

Cost share contributions (either cash or in-kind) cannot be used for this program if they are already being used toward satisfying a cost share requirement under any other Federal grant agreement. Indirect costs may count as an in-kind contribution, but not as a cash contribution (see [section 3.5.3](#)).

Subapplicants may not use Federal funds of any kind (as defined in [2CFR § 200.306\(b\)\(5\)](#)) or program income as cost share. Subapplicants cannot use program income (as defined in [2 CFR § 200.80](#)) or any other Federal funds as a cost share contribution. Program income is defined as income directly generated by a supported activity or earned as a result of the Federal award during the period of performance ([2 CFR § 200.1](#)). Unless otherwise stated in the NOA provisions section, AMS authorizes the use of program income through the additive method ([2 CFR § 200.307\(b\)\(2\)](#)). Any program income generated during the grant period must be used to further the objectives of the project and under the conditions of the award.

Refer to [2 CFR § 200.306](#) for additional Federal requirements and definitions, including the basis for determining the value of cash and in-kind contributions.

3.0 PROGRAM DESCRIPTION

3.1 LEGISLATIVE AUTHORITY

The Micro-Grants for Food Security Program (MGFSP) was initially authorized by section 4206 of the Agriculture Improvement Act of 2018 (Public Law 115—334) and is codified at [7 U.S.C. § 7518](#).

3.2 PURPOSE

The purpose of this program is to assist eligible applicants as delineated in [section 2.1](#) to fund activities that increase the quantity and quality of locally grown food through small-scale gardening, herding, and livestock operations in food insecure communities in areas of the United States that have significant levels of food insecurity and import a significant quantity of foods. The agricultural agencies or departments that submit

applications then competitively distribute the funds through subawards to eligible subaward entities as defined in [section 2.2](#).

3.3 ESTABLISHING A COMPETITIVE SUBAWARD PROGRAM

3.3.1 APPLICANT RESPONSIBILITIES

State or territory agricultural agencies or departments are responsible for designing and conducting a subaward competition, defining specific details of their subaward programs, and ensuring projects are appropriate for the MGFSP. This includes announcing the availability of funding, conducting public outreach to eligible sub applicants, recruiting and managing qualified reviewers, and administering the competitive review and selection process.

In addition, State or territory agricultural agencies or departments are responsible for administratively overseeing awarded subrecipients. This includes ensuring subrecipients maintain appropriate financial and program records, monitoring subaward projects for compliance with applicable Federal statutes and regulations and applicable [AMS GT&C](#) and [USDA GT&C](#), collecting required project performance and outcome data, and submitting required reports to AMS (see [section 8.2](#)).

3.3.2 COMPETITIVE SUBAWARD APPLICATION REVIEW PROCESS

Agricultural agencies or departments are encouraged to competitively distribute subawards to eligible entities (see [section 2.2](#)) within the first year of the award. The recipient's solicitation (NOFO or Request for Proposals (RFP)) must provide all the information necessary for eligible entities to develop proposals for the competitive selection process that meet the MGFSP purpose. The recipient may use this subrecipient [Project Narrative Form](#) template to collect required information from potential subrecipients. The subrecipient narrative must include all the requested information for each recommended subaward project.

Agricultural agencies or departments of each state or territory may contact their Grants Management Specialist with questions about drafting their solicitation or qualification of a project.

The competitive review process should follow state policies and procedures and include the use of an independent review panel of experts or qualified individuals overseen by state officials. All documentation affecting the decision to approve, disapprove, defer, or otherwise not fund an application should be maintained in an accessible, centralized program file. The review process must be free of conflicts and be conducted in a fair and impartial way. All sub applicants must be notified about the outcome of the competitive process as it relates to their application.

Agricultural agencies or departments may provide subawards to two or more eligible entities to carry out a project.

The period of performance for each subaward shall not exceed three (3) years. Individual applicants may not receive more than \$5,000 per year, while eligible entities may not receive more than \$10,000 per year. Eligible entities must submit a new application for each year they seek funding consideration.

3.3.3 STATE PLAN SUBMISSION AND APPROVAL

Agricultural agencies or departments will be required to provide a **State Plan** to AMS regarding their recommended subaward projects once the subaward competition is completed and all subaward applications have undergone a merit review. The State Plan must include information regarding all recommended subaward

projects to include project type, project description narrative, applicant name, and funding requested. the State Plan may be compiled and submitted by email as a single PDF, MS Word, or MS Excel document.

AMS must review and approve the State Plan **before** the agricultural agencies or departments can inform the selected subrecipients of their subawards or make any public announcements. Once reviewed, AMS will provide feedback on the subrecipient applications for final approval. Agricultural agencies or departments must review all submitted applications and ensure they aligned with eligible activities and allowable costs as described below and in [section 3.4](#).

3.3.4 SUBAWARD ELIGIBLE ACTIVITIES

Eligible entities must implement activities that increase the quantity and quality of locally grown food for [food insecure](#) individuals, families, neighborhoods, and communities. Activities may include:

- *Small-Scale Gardening*
 - Purchase gardening tools or equipment, soil, soil amendments, seeds, plants, canning equipment, refrigeration, or other items necessary to grow and store food.
 - Purchase or assembly of composting units and towers designed to grow leafy greens.
 - Extend the growing season, as well as start or expand hydroponic and aeroponic farming.
 - Expand an area under cultivation or engage in other activities necessary to be eligible to apply for the funding under the USDA's Natural Resources and Conservation [Service's Environmental Quality Incentives Program \(EQIP\)](#) for a high tunnel.
- *Small-Scale Herding and Livestock Operations*
 - Purchase animals.
 - Purchase, installation, or repair of fencing for livestock, poultry, or reindeer.
 - Establishing or improving a slaughter and processing facility approved by the Secretary, including purchasing mobile slaughterhouses.
- *Expanding Access to Food and Knowledge of Food Security*
 - Create or expand avenues for the sale of food commodities, specialty crops, and meats that are grown by the eligible entity for sale in the local community, or increase the availability of fresh, locally grown, and nutritious food.
 - Shipping of purchased items related to growing or raising food for local consumption or purchase.
 - Travel to participate in agricultural education provided by a state cooperative extension service, land-grant college or university, tribal college or university, Alaska Native serving institution, or a Native Hawaiian-serving institution, or federal or state agency.
- *Engage in other activities relating to increasing food security (including subsistence), as determined by the Secretary.*

3.3.5 SUBAWARD PRIORITY CONSIDERATION

State or territory agricultural agencies or departments may prioritize subawards to eligible entities that:

- Have not previously received a subaward under this program; or
- Are in a community or region in that state with the highest degree of food insecurity, as determined by the agricultural agency or department or agency of the eligible state.

When defining *food insecurity*, eligible applicants may use their state definition. For those states or territories for which food insecurity is not defined, applicants should follow the [USDA Economic Research Service \(ERS\)](#) definition. More information on the [measurement of food security](#) is available on the ERS website.

3.3.6 PERFORMANCE MEASURES

To evaluate and report on the outcomes of the MGFSP Program on a national scale, AMS collects information on performance measures. Each subaward **must** include target numbers for at least one outcome and at least one indicator listed in the [MGFSP Performance Measures](#).

Subrecipients are responsible for reporting progress toward selected outcomes and indicators to the Agricultural agencies or departments in accordance with the recipient reporting requirements. Recipients are responsible for consolidating subrecipient performance data and submitting required information to AMS through Annual Performance Report, and the results will be reported in the Final Performance Report. Please refer to the [AMS Grant Performance Measures](#) webpage for more information.

3.4 ALLOWABLE AND UNALLOWABLE COST AND ACTIVITIES

All AMS awards are subject to the terms and conditions, cost principles, and other considerations described in the [AMS GT&C](#) and [USDA GT&C](#).

Applicants that have questions concerning the allowability of costs after reviewing this document should contact AMS staff using the contact information listed under [section 1.7](#).

3.4.1 FIXED AMOUNT AWARDS

Per [2 CFR § 200.1](#), fixed amount subawards are a type of award that provides a specific amount of funding without regard to actual costs incurred under the award and provided that performance is completed in accordance with the terms of the award. For MGFSP, fixed amount subawards may only be used for individuals and not for other eligible entities. This type of award is particularly appropriate when activities performed under an award can be segregated into achievable milestones with an associated fixed-dollar amount that can be established within a reasonable degree of certainty. Because payments are tied to completion of agreed-upon milestones rather than actual expenditures, fixed amount awards are typically easier to administer as they reduce some of the administrative burden and record-keeping requirements (e.g., no receipts required) for both the recipient and USDA. However, Agricultural agencies or departments are still responsible for ensuring that performance is adequately documented and verified. For example, the verification of completion of a task and deliverable can be verified by a simple onsite analysis, photos, videos, or any other means to ensure that activities are satisfactorily completed.

Agricultural agencies or departments choosing to use fixed amount awards must specify the use of these award methods in the solicitation announcement (NOFO). Agricultural agencies or departments must waive the cost share requirement for individuals. The same competitive selection criteria and selection process must be used for both fixed and non-fixed amount awards.

All fixed amount awards must comply with the regulations outlined in [2 CFR § 200.333](#) and [2 CFR § 200.201](#).

3.5 INDIRECT COSTS

3.5.1 LIMIT ON ADMINISTRATIVE COSTS

Administrative costs are defined as direct costs for the recipient to conduct their subaward management activities, including the subaward outreach, selection process and award management under MGFSP. The administrative costs are limited to no more than **3 percent** of the total Federal funds provided under the award per [7 U.S.C. § 7518\(d\)\(3\)](#). An eligible applicant that receives funds **may not use more than 3 percent** of those funds to:

- Administer the competition and selection process for subawards for providing subawards to eligible entities/individuals;
- Conducting outreach related to the subaward competition;
- Provide oversight and monitoring of subrecipients for compliance with applicable program requirements;
- Providing technical assistance related to subapplications submission or project implementation;
- Collecting data and performance information;
- Preparing and submitting annual and final financial and performance reports.

Recipients must ensure they have the capacity of support staff to manage these grant funds and internal controls to administer the award effectively, including timely payment to subrecipients, and that Federal funds are managed appropriately.

3.5.2 INDIRECT COSTS FOR SUBAPPLICANTS

Indirect costs (also known as “facilities and administrative costs”—defined at [2 CFR § 200.1](#)) are costs “incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved).

In accordance with section 4.5 of the [USDA GT&C](#), [2 CFR §§ 200.413](#) and [2 CFR § 200.414 \(f\)](#), a subapplicant that does not have a current negotiated (including provisional) indirect cost rate, except State and Local Government and Indian Tribe Indirect Cost Proposals, may choose to charge a de minimis rate of 15 percent of Modified Total Direct Costs (MTDC).

The de minimis rate may be used without providing documentation to justify it. A subapplicant can use the de minimis rate indefinitely for all Federal awards or choose to negotiate a rate, which they may do at any time through their cognizant agency (Federal Agency that provides the largest amount of funding). As described in [2 CFR § 200.403](#), costs must be consistently charged as either direct or indirect costs and may not be double charged or inconsistently charged as both.

All subapplicants who elect to charge a de minimis rate must use the MTDC as the base. MTDC are defined in [2 CFR § 200.1](#) as all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$50,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDCs exclude equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs, and the portion of each subaward above \$50,000. Other items may be excluded only when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

If an applicant or subapplicant has a negotiated indirect cost rate approved by its cognizant agency, the entity must submit a copy of its approved Negotiated Indirect Cost Rate Agreement (NICRA) with its application. Applicants that would like to negotiate an indirect cost rate must contact their cognizant agency. For assignments of cognizant agencies, see [2 CFR § 200.1](#).

NOTE: Subapplicants who are individuals applying for funds separate from a business or non-profit organization they may operate are not eligible to charge indirect costs to their subaward. Individuals applying for subaward funding, do not include any indirect costs in your proposed budget.

3.5.3 USING INDIRECT COSTS FOR COST SHARING

Subapplicants with a valid Negotiated Indirect Cost Rate Agreement (NICRA) may use indirect cost as cost share, consistent with [2 CFR § 200.306\(c\)](#). The maximum indirect costs allowed for a project may be included in different ways:

1. They can be part of the Federal portion of the budget. For example, if the maximum indirect cost is \$5,000, the applicant can include the full amount in the federal part of the budget.
2. Alternatively, the full \$5,000 may be offered as an in-kind cost share contribution if no indirect costs are requested on the Federal portion of the budget. The applicant cannot include the maximum allowable indirect cost as both.
3. The applicant may split the indirect cost allocation between the Federal and non-Federal portions of the budget only if the total amount of indirect costs does not exceed the maximum indirect costs allowed. For example, they could include \$2,500 in the Federal budget and \$2,500 as an in-kind contribution. Alternatively, the applicant may request any other combination that, when combined, does not exceed the maximum indirect costs allowable.

Applicants that elect to use the de minimis indirect cost rate may not use indirect costs as cost share. Refer to [2 CFR §§ 200.413](#) and [200.414](#) for additional information on determining if costs charged to the award are direct or indirect.

Note: For this program, indirect costs can only be used as an in-kind contribution, not to meet the required 10% cash cost share.

3.6 COORDINATOR MEETING TRAVEL

Recipients are expected to attend an AMS sponsored grant management meeting during the project's period of performance. The proposed budget must include travel funds for the Project Coordinator and any key personnel as reasonably determined by the recipient and AMS.

To estimate these costs in the budget section, please account for flights, hotel, per diem, and ground transportation expenses for a 3-day, 2-night stay. Location and dates are to be determined with possibility of a virtual conference. If the conference is virtual, recipients will be able to reallocate those funds to another allowable item.

4.0 APPLICATION CONTENTS AND FORMAT

Applicants **MUST** submit the required documentation in the appropriate format as listed in this section.

4.1 APPLICATION CHECKLIST

Before submitting an application, applicants must read the NOFO in its entirety to fully understand the program requirements. The application checklist below identifies the mandatory and, where applicable, additional documents required for a complete application package.

Mandatory Documents:

- SF-424 – Application for Federal Assistance ([Grants.gov](https://www.grants.gov))
- SF-424A – Budget Information Non-Construction Programs ([Grants.gov](https://www.grants.gov))
- Agency or Department of Agriculture’s Grant Administration Narrative Form ([section 4.4](#))
 - Must use required template
 - Executive Summary is no more than 250 words
 - Ensure it does not exceed the page limit
 - Ensure the application excludes unallowable costs and activities ([section 3.4](#))

If applicable, packages may also be required to include the following document:

- NICRA (PDF Attachment) ([section 4.5](#))

AMS strongly recommends submitting applications at least **two weeks before the deadline** to allow time to address potential technical or submission issues.

4.2 SF-424 APPLICATION FOR FEDERAL ASSISTANCE

Required: Form SF-424 is available via the application package in Grants.gov. Applicants may use the following supplemental instructions to properly fill the SF-424.

Box	Instructions
1 - Type of Submission	Select Application
2 - Type of Application	Select New
8.c - Organizational Unique Entity Identifier (UEI)	Enter applicant UEI number for the organization submitting the application. The UEI must match the active registration in Sam.gov.
8.d – Address	Enter the organization street address as it appears in SAM.gov. P.O. Boxes will not be accepted. Enter a 9-digit zip code
10 - Name of Federal Agency	AMS, USDA
11 - Catalog of Federal Domestic Assistance Number (Assistance Listing Number)	Enter 10.179
12 - Funding Opportunity Number	Enter USDA-AMS-TM-MGFSP-G-26-0009
13 - Competition Identification Number	Not applicable
14 - Areas Affected by Project	Enter cities, counties, States affected by project
15 - Descriptive Title of Applicant’s Project	Micro-Grants for Food Security Program Application for [State Agency].
16a - Congressional Districts for Applicant	Enter the Congressional district where the applicant is located
16b - Congressional Districts for Program/Project	Enter the Congressional district where your project will be implemented, or “All” if the project will be implemented in more than one location

Box	Instructions
17 - Proposed Project Start Date and End Date	Enter Start Date: September 30, 2026 Enter End date: No later than September 29, 2030
18.a - Estimated Funding - Federal	Enter the total Federal amount requested
18.b – 18.f Estimated Funding – Applicant	Enter the total amount from the applicant organization and/or other partners
19 - Is Applicant Subject to Review by State Under Executive Order 12372 Process?	See section 5.5 .

4.3 SF-424 BUDGET INFORMATION FOR NON-CONSTRUCTION PROGRAMS

Required. The SF-424A is available via the application package in Grants.gov. The blocks on the required form are either self-explanatory or easily explained in the instruction of the form. However, applicants must use the following supplemental instructions associated with specific boxes on form SF-424.

Please complete **only** Sections A, B, and C. Do **not** complete Sections D, E, F.

Section A – Budget Summary

Box	Instructions
1.a – Grant Program Function or Activity	Enter “MGFSP – Federal”
1.b – Catalog of Federal Domestic Assistance Number	Enter “10.179”
1.e – Federal	Enter the amount of Federal funding requested for the project

Section B – Budget Categories

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

4.4 GRANT ADMINISTRATION NARRATIVE

Required. Applicants MUST prepare and submit a narrative using the MGFSP [Grant Administration Narrative](#) form. The narrative must describe the competition and selection method, outreach plans, reviewer selection, and how the applicant will collect results and manage the subaward projects.

The Grant Administration Narrative must be typed and single-spaced in an 11- or 12-point font, with 1-inch margins, and on 8.5” x 11” paper. Applicants must submit the Grant Administration Narrative as a PDF and attached to the application package in Grants.gov using the “Add Attachments” button under SF-424 item #15. Handwritten applications or applications in MS Word will not be accepted.

Note: In the Budget section of the Narrative, add a general line item for “subawards” to include the amount to be used in funding subawards.

Before submitting the application to Grants.gov, make sure no tracked changes, mark-up edits, or comments are visible.

4.5 NEGOTIATED INDIRECT COST RATE AGREEMENT (NICRA)

Required if the applicant has a NICRA. Applicants must submit a copy of the current, approved NICRA. Refer to [section 3.5](#) for more information. The NICRA must be in PDF format and attached to the Grants.gov application package using the “Add Attachments” button under SF-424 item #15.

5.0 SUBMISSION REQUIREMENTS AND DEADLINES

5.1 ELECTRONIC APPLICATION PACKAGE

Applicants **MUST** apply for this program electronically via Grants.gov. No other submission method is accepted. AMS urges applicants to submit their applications early to the Grants.gov system. The [How to Apply for Grants](#) Grants.gov webpage gives an overview of the application process. This NOFO has all the information needed to complete the required application forms and AMS-specific attachments. More information about applying through Grants.gov can be found in [section 5.2](#).

Applicants can find the opportunity under either the Assistance Listing number “**10.179**,” or the MGFSP Funding Opportunity Number “**USDA-AMS-TM-MGFSP-G-26-0009**”.

5.2 SUBMISSION AND RECEIPT PROCEDURES AND REQUIREMENTS

5.2.1 HOW TO REGISTER TO APPLY

Applicants **MUST** have a UEI, an active SAM.gov account, and a Grants.gov account to submit an application. AMS recommends that applicants start the registration process in these systems immediately to allow enough time to meet application submission deadlines. Registration in these systems collectively may in some cases take **more than four weeks** to complete. The steps below provide details on how to complete each registration.

Individual applicants eligible to apply for this grant can find complete instructions here:

<https://www.grants.gov/applicants/applicant-registration>

Organization applicants can find complete instructions here:

<https://www.grants.gov/help/register/organizations>

1. Obtain a [Unique Entity Identifier \(UEI\)](#): Entities applying for funding, including renewal funding, must have a UEI from SAM.gov. Applicants must enter the UEI number in the data entry field labeled "Organizational UEI" on the SF-424. Getting a UEI requires validation steps in SAM.gov. Applicants are encouraged to start this process as early as possible, and, if applicable, this includes providing guidance to subapplicants on getting their own UEI.
2. [Register with the System for Award Management \(SAM\)](#): In addition to having a UEI number, organizations applying online through Grants.gov must register with SAM. Current SAM.gov registrants have already been assigned their UEI and can view it within SAM.gov. All organizations must register with SAM to apply online. Failure to register with SAM will prevent your organization from applying through Grants.gov. **SAM.gov accounts must be updated annually, and your organization must have an active SAM.gov account to submit your application to Grants.gov. Organizations must maintain an active SAM registration with current information throughout the application review period and, if you are awarded a grant, during the project period.**

3. [Create a Grants.gov Account](#): The next step in the registration process is to create an account with Grants.gov. Applicants must know their organization's UEI number to complete this process. Completing this process automatically triggers an email request for applicant roles to the organization's E-Business Point of Contact (EBiz POC) for review. The EBiz POC is a representative from your organization who is the contact listed for SAM. To apply for grants on behalf of your organization, you will need the Authorized Organization Role (AOR).
 - Watch the video on how to [Register in Grants.gov](#) and create an institutional profile. Applicants are required to use [Login.gov](#) to sign into [Grants.gov](#). See the [Grants.gov help article](#) for more information on logging in with Login.gov credentials. The Grants.gov validation process also includes a check for an active SAM.gov registration. Applicants without a current SAM.gov registration will be rejected.
4. [Authorize Grants.gov Roles](#): After creating an account on Grants.gov, the EBiz POC receives an email notifying him or her of your registration and request for roles. The EBiz POC will then log in to Grants.gov and authorize the appropriate roles, including the AOR role, thereby giving you permission to complete and submit applications on behalf of the organization. You will be able to submit your application online any time after you have been approved as an AOR.
5. [Track Role Status](#): After registering with Grants.gov and authorizing the applicant AOR, Grants.gov allows you to track your status.
6. [Electronic Signature](#): When applications are submitted through Grants.gov, the name of the organization's AOR who submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC must authorize individuals who are able to make legally binding commitments on behalf of the organization to act as an AOR; **this step is often missed, and it is required for valid and timely submissions.**

5.2.2 HOW TO SUBMIT AN APPLICATION TO AMS VIA GRANTS.GOV

Applicants can apply using [Grants.gov Workspace](#). Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different web forms within an application. For each NOFO, an applicant creates individual instances of a workspace.

1. *Create a Workspace*: This allows you to complete your Workspace online and route it through your organization for review before submitting.
2. *Complete a Workspace*: Add participants to the workspace, complete all the required forms, and check for errors before submission.
 - a. *Adobe Reader*: If you decide not to apply by filling out the webforms, you can download individual PDF forms in Workspace so that they will appear similar to other Standard or AMS forms. The individual PDF forms can be downloaded and saved to your local storage device, network drive(s), or external drives, and then accessed through Adobe Reader.

NOTE: You may need to visit the [Adobe Software Compatibility page on Grants.gov](#) to download the appropriate version of the software. There is no cost for Adobe Reader Software.
 - b. *Mandatory Fields in Forms*: Fields marked with an asterisk and a different background color are mandatory fields you must complete to successfully submit your application.

- c. *Complete SF-424 Fields First:* The forms are designed to fill in common required fields across other forms, such as the applicant's name, address, and UEI number. To trigger this feature, an applicant must complete the SF-424 information first. Once it is completed, the information will transfer to the other forms.
3. *Submit via a Workspace:* Submit your application through Workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package **at least 24-48 hours prior to the close date** to provide you with time to correct any potential technical issues that may disrupt the application submission.

SPECIAL NOTE: Grants.gov **does not** check for AMS required attachments. It is the applicant's responsibility to ensure that all required attachments listed in [section 0](#) are included correctly in the application package when submitting via Grants.gov
4. *Track via a Workspace:* After successfully submitting a workspace package, Grants.gov automatically assigns a Tracking Number (GRANTXXXXXXXX) to the package, which will be listed on the Confirmation page generated after submission.

Applicant Support: Grants.gov provides a [Quick Start Guide for Applicants](#) and additional [training resources, including video tutorials](#). Applicants may also call the 24/7 (except federal holidays) toll-free support number 1-800-518-4726, or email support@grants.gov. Grants.gov will issue a ticket number that you and Grants.gov can refer to if the issue is not resolved. For questions related to the specific grant opportunity, use the contact information described in [section 1.7](#).

5.3 ADDITIONAL SUBMISSION DETAILS

AMS will not consider any applications received after the deadline. In addition, AMS will not consider any applications submitted by fax, email, or postal mail, or any applications that don't meet the requirements of the NOFO, such as not being eligible, having an incomplete application, or missing required documents, etc.). See the Late, Nonresponsive, and Incomplete Applications Policy on the [AMS Policies and Procedures](#) page for more information.

Ensure that all components are complete before submission. Allow enough time for the application process, as it may take more than one attempt before your application is successfully submitted. **AMS encourages you to submit your application at least two weeks before the application deadline to ensure all certifications and registrations are met.**

Grants.gov will automatically record the date and times when the application is successfully received by Grants.gov. The applicant AOR will then receive an email acknowledging receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov. Applicant AORs will also receive the official date/time stamp and in an email as proof that the application was submitted on time.

Special Note for Applicants with Slow Internet Connections: Applicants using slow internet, such as dial-up connections, may experience significantly longer transmission times when submitting their application to Grants.gov, especially if there are large attachments contained in the upload. Again, Grants.gov will provide either an error message or a successfully received transmission notification via email to the applicant AOR.

5.4 SUBMISSION DATE AND TIME

Applicants must submit applications electronically via [Grants.gov](https://www.grants.gov) by 11:59 pm Eastern Time on June 22, 2026. AMS cannot consider applications received after this deadline for funding. See the Late, Nonresponsive, and Incomplete Applications Policy on the [AMS Policies and Procedures](#) page for more information.

5.5 INTERGOVERNMENTAL REVIEW

This program is not subject to [Executive Order 12372](#), which requires intergovernmental consultation with state and local officials.

6.0 APPLICATION REVIEW INFORMATION

All applications will go through a review process as described in the following subsections.

6.1 INITIAL REVIEW (INITIAL SCREENING)

Each application is initially reviewed for overall completeness, as well as compliance with eligibility and program requirements set forth in this NOFO. Please see [section 4.0](#) and see the Late, Nonresponsive, and Incomplete Applications Policy on the [AMS Policies and Procedures](#) page for more information.

6.2 ADMINISTRATIVE REVIEW (SELECTION PROCESS AND RISK REVIEW)

AMS will review grant applications to ensure that the application/State Plan meets the statutory purpose of the program, all application criteria are fulfilled in accordance with [section 4.0](#), and that all costs are reasonable, allowable, and allocable. AMS staff will work with the prime recipient to negotiate any subaward revisions as necessary. AMS will also assess an organization's ability to account for the use of Federal funds and monitor the performance associated with these monies using the guidance provided by [2 CFR § 200.206](#).

AMS will notify the individual listed on the SF-424 "Application for Federal Assistance" in block 8f. If additional information is required after the initial review of the application. An applicant should ensure that all subapplicants are aware that additional information may be required from them because of the review of their grant proposal. Failure to provide requested information in a timely manner may result in a project not receiving funding.

6.2.1 RISK REVIEW

Prior to making a Federal award, AMS will review the risk of applicants in managing federal funds. AMS will review the applicant's financial stability, the quality of their management systems and standards, current and prior performance managing federal grants, audit reports and findings, the ability to effectively implement requirements of Federal award, and make sure that the applicant has policies and procedures to manage a federal award. AMS will review the applicant's responsibility and qualification records in SAM.gov, USA Spending, Federal Awardee Performance and Integrity Information System (FAPIS), along with any comments entered by the applicant. For additional information refer to [2 CFR § 200.206](#).

If the applicant is found to present significant risk, AMS may choose to not fund the application or place specific conditions as outlined in [2 CFR § 200.208](#) on the award.

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

7.0 AWARD NOTICES

7.1 SUCCESSFUL APPLICANTS

Upon announcement of the Federal awards, AMS will prepare and send a Notice of Award (NOA), which serves as the grant agreement, to each recipient for signature by the appropriate official. The NOA will be signed by AMS and the AOR.

The NOA will provide pertinent instructions and information including, at a minimum, the information described in [2 CFR § 200.211](#) and a reference to the [AMS GT&C](#) and [USDA GT&C](#).

8.0 POST-AWARD REQUIREMENTS AND ADMINISTRATION

8.1 ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

As part of the NOA, all AMS recipients must abide by the [AMS GT&C](#) and the [USDA GT&C](#), which reference applicable Administrative and National Policy Requirements.

8.2 REPORTING REQUIREMENTS

Recipients must report progress of their project on an annual basis through the electronic submission of performance reports and federal financial reports (SF-425). A final performance and financial reports, and applicable closeout documentation must be submitted after the end of the performance period. Additional detail on reporting and award closeout requirements are included in the [AMS GT&C](#) and the [USDA GT&C](#). If there are any program or award-specific terms or conditions, those will be identified in the NOA.

8.3 ACKNOWLEDGMENT OF USDA SUPPORT

Proper acknowledgement of your USDA-AMS funding in published solicitations (e.g., for state competitions), presentations, press releases, and other communications is critical for the success of the agency's programs. Grant recipients must meet the acknowledgement requirements outlined in the applicable [AMS GT&C](#) and the [USDA GT&C](#).

9.0 OTHER INFORMATION

9.1 CIVIL RIGHTS OBLIGATIONS/NON-DISCRIMINATION

All recipients must comply, and certify that they will comply, with all applicable Federal discrimination laws, regulations, and policies throughout the duration of their award, as specified in Section 12.2 of the [USDA GT&C](#).

9.2 ACCESSIBILITY ACCOMMODATION

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

9.3 ACCOMMODATIONS AND COMPLAINTS

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

9.4 FREEDOM OF INFORMATION ACT REQUESTS

FOIA requests for records relating to this Federal award may be directed to USDA, Agricultural Marketing Service, FOIA/PA Officer, Room 2055, 1400 Independence Ave., SW, Washington, DC 20250-0201, Telephone: (202) 302-0650; or email: AMS.FOIA@usda.gov. For additional information about the applicability of FOIA to documents, correspondence, and any products related to a Federal award, see Section 1.13 of the [USDA GT&C](#).

9.5 PAPERWORK REDUCTION

Agencies are bound by the requirements of the Paperwork Reduction Act of 1995 ([44 U.S.C. 3501](#)). For more information, see [AMS GT&C](#), section 22.