

Notice of Funding Opportunity

Capacity Building Grants for Non-Land-Grant Colleges of Agriculture Program

FUNDING YEAR: Fiscal Year (FY) 2026

APPLICATION DEADLINE: November 10, 2026

ANTICIPATED PROGRAM FUNDING: \$5,700,000

AVERAGE INDIVIDUAL AWARD \$30,000 - \$750,000
RANGE:

FUNDING OPPORTUNITY NUMBER: USDA-NIFA-NLGCA-011938

ASSISTANCE LISTING NUMBER: 10.326

ANNOUNCEMENT

National Institute of Food and Agriculture
United States Department of Agriculture

Assistance Listing Number (ALN): The Capacity Building Grants for Non-Land-Grant Colleges of Agriculture (NLGCA) Program is listed in the Assistance Listings under number 10.326.

Table 1: Key Dates and Deadlines

Task Description	Deadline
Application:	5:00 P.M. Eastern Time, November 10, 2026
Applicants Comments:	Within six months from the issuance of this notice (<i>NIFA may not consider comments received after the sixth month</i>)

The United States Department of Agriculture (USDA), to the extent permitted by law, will no longer make grants or otherwise fund programs or activities that improperly discriminate on the basis of race or sex, including discrimination in the name of Diversity, Equity, and Inclusion policies. Instead, USDA will prioritize merit and efficiency. USDA recognizes programs and initiatives will have the greatest impact when these programs and initiatives put American farmers, ranchers, and foresters first by:

- solving the most pressing challenges they face;
- protecting America's food, fuel, and fiber supply to enhance national security;
- supporting production of healthy and safe food for consumers;
- expanding and developing domestic markets;
- training the next generation of agriculturalists; and
- fueling innovation to keep American farmers at the forefront of productivity.

The National Institute of Food and Agriculture (NIFA) is committed to advancing these principles and encourages applicants to actively engage farmers, ranchers, and foresters when applying for funding opportunities to ensure relevancy and adherence to them. NIFA also encourages agricultural leaders to engage in the peer review panel process to ensure American producers are better served through research, education, and outreach activities.

Projects submitted under this Notice of Funding Opportunity (NOFO) should align with [USDA Secretary's Memorandum 1078-020](#) Directive on Departmental Research and Development Priorities:

1. Increasing Profitability of Farmers and Ranchers
2. Expanding Markets and Creating New Uses of U.S. Agricultural Products
3. Protecting the Integrity of American Agriculture from Invasive Species
4. Promoting Soil Health to Regenerate Long-Term Productivity of Land
5. Improving Human Health through Precision Nutrition and Food Quality

Stakeholder Input. NIFA seeks comments on all NOFOs so it can deliver programs efficiently, effectively, with integrity, and with a focus on customer service. NIFA considers comments to the extent possible when developing NOFOs and uses comments to help meet the requirements of Section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 ([7 U.S.C. 7613\(c\)\(2\)](#)). Applicants may submit written comments to Policy@usda.gov. Please use the following subject line: Response to the NLGCA NOFO.

EXECUTIVE SUMMARY

This notice identifies the objectives for NLGCA projects, deadlines, funding information, eligibility criteria for projects and applicants, and application forms and associated instructions. The NLGCA Program aims to make competitive grants to NLGCA Institutions to assist in maintaining and expanding their capacity to conduct education, research, and outreach activities related to the food and agricultural sciences. The FY 2026 funding level is approximately \$5,700,000.

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PART I. FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority

This program is administered under the provisions of Section 1473F of the [National Agricultural Research, Extension, and Teaching Policy Act of 1977](#), as added by Section 7138 of the [Food, Conservation, and Energy Act of 2008](#), ([7 U.S.C. 3319i](#)).

[Section 7102 of the Agriculture Improvement Act of 2018](#) amended the definition of NLGCA. This definition no longer excludes Hispanic-serving agricultural colleges or universities and McIntire-Stennis colleges and universities.

B. Purpose and Priorities

The NLGCA Program, under assistance listing number 10.326, will assist NLGCA institutions in maintaining and expanding their capacity to conduct education, research, outreach, and integrated activities relating to agriculture, renewable resources, and other similar disciplines. NLGCA institutions may use the funds to maintain and expand capacity:

1. to successfully compete for funds from Federal grants and other sources to carry out educational, research, outreach, and integrated activities that address priority concerns of national, regional, State, and local interest;
2. to disseminate information relating to priority concerns to:
 - a. interested members of the agriculture, renewable resources, and other relevant communities;
 - b. the public; and
 - c. any other interested entity;
3. to encourage members of the agriculture, renewable resources, and other relevant communities to participate in priority education, research, outreach, and integrated activities by providing matching funds to leverage grant resources, and through:
 - a. the purchase or other acquisition of equipment and other infrastructure (not including alteration, repair, renovation, or construction of buildings);
 - b. the professional growth and development of the faculty of the NLGCA Institution; and
 - c. the development of graduate assistantships.

Program Priorities.—The NLGCA Program supports research, education, outreach, and integrated projects that provide experience in innovative agricultural technologies, including data analytics, robotics and automation, and artificial intelligence, including educational experiences and career awareness for K-12 students regarding knowledge and ethical use of artificial intelligence and development of agricultural applications. Projects should align with the [Departmental Research and Development Priorities](#).

Applications are encouraged to build linkages with other institutions (including other colleges and universities, units of State or Federal governments, private sector and community-based food and agricultural entities) and establishing collaborative initiatives that maximize the development and use of limited resources (including faculty, facilities, and equipment) by generating a critical mass of expertise and activity focused on a targeted Need Area(s) (see [Part II, C](#) of this NOFO); increasing cost-effectiveness through achieving economies of scale; strengthening the scope and quality of a project's impact; preparing for new and emerging employment opportunities in the

food, agricultural, and natural resources disciplines; and promoting coalition building likely to transcend the project's lifetime and lead to future ventures.

Applications are encouraged that address the national challenge to increase the number of students entering food and agriculture-related science, technology, engineering, and mathematics (STEM) disciplines. NIFA seeks to expand and strengthen the food and agricultural sectors, including the development of workforce with the training and credentials necessary to contribute to the food and agricultural sector. To this end, NIFA strongly encourages Project Directors to limit student stipends to citizens, nationals, or permanent residents of the United States. This ensures that grant supported training activities directly contribute to strengthening the domestic workforce pipeline.

Leadership Skills Development.—The development of leadership skills, knowledge, and qualities are necessary to prepare students for agricultural and related careers in the private sector, government, and academia. NLGCA education applications must demonstrably incorporate a leadership development component to equip students with technical and leadership abilities upon graduation. Specific activities may include:

1. Developing practical applications to increase understanding of leadership roles, including critical thinking, problem solving, and communication skills; ethics and professionalism; and working in teams
2. Connecting academic classroom experience with daily leadership roles, planning, and organizational activities
3. Providing opportunities for mentoring, shadowing, and simulations
4. Organizing leadership academies, workshops, field trips, training experiences, and other relevant events

Table 2: Program Key Information

Title	Description
Program Code:	NLGCA
Program Code Name:	Capacity Building Grants for Non-Land-Grant Colleges of Agriculture
ALN:	10.326
Project Type:	Research, Education, Outreach, Integrated
Grant Type:	1. Planning Activity/Workshop 2. Standard 3. Collaborative-Joint 4. Collaborative-Large-scale Comprehensive Initiative (LCI)
Application Deadline	November 10, 2026
Grant Duration:	1. Planning Activity/Workshop 24-36 months 2. Standard 24-36 months; 3. Collaborative-Joint 36-48 months; 4. Collaborative-Large-scale Comprehensive Initiative (LCI) 36-48 months
Anticipated # of Awards:	20
Minimum Award Amount:	1. Planning Activity/Workshop \$25,000; 2. Standard \$50,000; 3. Collaborative-Joint \$200,000; 4. Collaborative Large-scale Comprehensive Initiative (LCI) \$600,000
Maximum Award Amount:	1. Planning Activity/Workshop \$30,000; 2. Standard \$150,000; 3. Collaborative-Joint \$300,000; 4. Collaborative Large-scale Comprehensive Initiative (LCI) \$750,000

PART II. AWARD INFORMATION

A. Available Funding

The amount available for NLGCA in FY 2026 is approximately \$5,700,000.

USDA is not committed to fund any particular application or to make a specific number of awards.

The [Automated Standard Application for Payments](#), operated by the Department of Treasury, Bureau of Fiscal Service, is the designated payment system for awards resulting from this NOFO.

B. Application Restrictions

NIFA will evaluate applications using the criteria described in [Part V](#) of this NOFO. Application for FY2026 is limited to the following application types:

1. *New application*: New applications will be evaluated using the criteria described in [Part V](#) of this NOFO and are subject to the due dates herein (see [Appendix III](#) for definition).
2. *Resubmitted application*: Resubmitted applications must include the response to the previous review panel summary and are subject to the same criteria and due dates herein. Resubmitted applicants must enter the NIFA-assigned proposal number of the previously submitted application in the *Federal Field (Field 4)* on the application form (see [Appendix III](#) for definition).

C. Project and Grant Types

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

1. **Project Types**.—Applicants must propose one of the following project types. Each of the project types includes Need Areas. Applications must demonstrate how the chosen project type and Need Area will support the legislatively authorized purpose of this program listed in [Part I, B](#) of this NOFO. Projects must address a demonstrated and/or documented issue/problem/challenge of national, regional, state, or local interest within the food and agricultural sciences. This can be undertaken through a variety of mechanisms, approaches, or strategies within the Activity Type.
 - a. **Education**—Applications with an education/teaching focus must address at least one of the Education Need Areas within this subsection. Proposed education-focused activities must support for-credit coursework (academic curriculum), leading to a degree within the broadly defined food and agricultural sciences. Projects must be innovative; have potential for adoption by other academic institutions; exhibit broad-based applicability beyond a single course or an individual instructor; have a strong potential for institutionalization; and must be supported by evidence-based studies, publications, or practices.

Education Need Areas include:

- i. **Curriculum Design, Materials Development, Library Resources, and Instruction Delivery Systems**—To enhance the NLGCA institution's capacity to promote new and improved curricula, instructional materials,

and other learning resources and increase the quality of curricula to attract, recruit, and retain students in the food and agricultural sciences. The objective of the Need Area is to stimulate the development and use of exemplary education models and materials, incorporating the most recent advances in subject matter and research on teaching and learning theory. Projects are encouraged to integrate research, education, and outreach and be multidisciplinary. Learner-centered instructional techniques or other improvements in teaching and student learning are encouraged. Projects must demonstrate how the product or education program will reach large audiences efficiently and effectively, provide hands-on learning experiences, extend learning beyond the classroom, reinforce recent research on how to motivate students to learn, retain, apply, and transfer knowledge, skills, and competencies, and/or integrate and synthesize knowledge. The choice for which strategy to employ must be based on the most current research or studies and references must be included.

Projects may emphasize, but are not limited to: the development of instructional materials, courses of study, and degree programs; incorporating alternative instructional methodologies that respond to differences in student learning styles; inter-institutional collaborations that deliver instruction in ways that maximize program quality and reduce unnecessary duplication; the use of new approaches for the study of traditional subjects; the introduction of new subjects; or new applications of knowledge pertaining to agri-science and agri-business content. The end goal is to have these activities fully institutionalized so they can be sustained, and not be just a one-time activity, to show continuing impacts on the institution's educational capacity.

- ii. **Scientific Instrumentation for Education**—To provide students and faculty in science-oriented courses with suitable and modern equipment that involves them in work essential for food and agricultural sciences, education, and research programs. Applications may include but are not limited to acquiring new, state-of-the-art instructional, laboratory, classroom, and research scientific equipment, upgrading existing equipment, or replacing nonfunctional or obsolete equipment. See [Part IV, C](#) of this NOFO for additional funding restrictions.
- iii. **Student Recruitment and Retention**—To enhance educational opportunities, recruitment, and retention programs for students of rural America to strengthen the Nation's future professional and technical workforce in the food and agricultural sciences. Applications may include but are not limited to projects that attract increased numbers of students; engage with communities/collaborators/or other partners to train or employ students and graduates; develop and/or implement agricultural and science literacy programs at the high school level; and establish mentoring programs and other initiatives for student retention.
- iv. **Experiential Learning**—To further the development of student scientific and professional competencies through experiential learning programs.

The projects might include but are not limited to experiential or problem-based learning in food and agricultural sciences laboratory or field-based research or internships; instructional methodologies which engage students in experiential learning opportunities (i.e., service learning, case studies, or undergraduate research projects); or career and higher education counseling.

- v. **Professional Development for Faculty Members**—To enhance the NLGCA institution's capacity to advance faculty development in the areas of teaching competency and leadership, subject matter expertise, or student recruitment skills; or to better advise, mentor, and provide students the experience or knowledge that will encourage them to pursue advanced postsecondary degrees in the food and agricultural sciences or prepare them for the food and agricultural sciences workforce. Training of targeted faculty recipients can be formal or informal and must be relevant to the identified educational needs of the students, who will be the beneficiaries of such faculty development. Any faculty recipient of support must meet the requirements of an eligible participant.
- vi. **Collaborative Interaction with Other Academic Institutions**—To enhance the NLGCA institution's capacity to promote partnerships with secondary, 2-year postsecondary, or other postsecondary academic institutions to support postsecondary instruction (i.e., providing coursework targeted at undergraduate students, but that may also be available for advanced placement credit for secondary students; for transfer credit from associate degree programs into baccalaureate-level programs; or for postsecondary faculty development that includes research sabbaticals), in order to encourage and facilitate transfer and matriculation into postsecondary programs within the food and agricultural sciences. Emphasis between secondary and higher education institutions may focus on, but is not limited to, the development and use of articulation agreements, 2+2 or 2+2+2 arrangements, advanced placement credit transfer, or the sharing of faculty and facilities. Partnerships, collaborative arrangements, and shared resources between institutions (including course credit sharing arrangements) are encouraged.

Projects must contribute to the academic community's understanding of how new strategies are transferred to a variety of settings and how they impact student learning. Evaluation plans shall explore opportunities for adapting new strategies to a variety of educational settings. Projects that specifically address challenges to achieving widespread adoption of proven practice are especially encouraged. Note: NLGCA grant funding cannot be used to provide student tuition scholarships or for other tuition-remission activities.

- b. **Research**—Applications with a research focus must address at least one of the Research Need Areas discussed in this subsection. Research Need Areas may encourage student assistantships. Such student learning opportunities must

emphasize team-oriented, problem-solving, decision-making situations in the context of addressing real-world research experiences. Projects addressing student assistantships must: (1) demonstrate how the experience will produce qualified and well-trained graduates; (2) contain an evaluation process involving both the faculty/mentor and the students to ensure that students meet project objectives; and (3) document the need of scientific and professional personnel in the field of science under consideration and how the project plans to address this. Individual students may be supported under this opportunity for up to 3 years (including summers, semesters, or semester breaks). Requested project funds may be used as stipends for students while they are working in research/field settings (NLGCA funds cannot be used to fund student tuition or other tuition-remission activity). Students are required to prepare written and oral summaries of the experiential learning gained through this opportunity. To attract high-caliber students, stipends should be competitive with alternative employment options. A modest amount of funds may be requested for materials/supplies to facilitate a student's broad exposure to research/field techniques and methodologies. Recipients are encouraged to take advantage of any related paid internship opportunities provided by County, State, Federal, business and industry sources.

Research Need Areas include:

- i. **Studies and Experimentation in Food and Agricultural Sciences**—To advance the body of knowledge within the food and agricultural sciences, projects addressing this Need Area are encouraged to focus on multidisciplinary and interdisciplinary research activities addressing systems-oriented, critical issues rather than single, discipline-specific research studies.
- ii. **Applied Studies in the Food and Agricultural Sciences**—To apply the body of knowledge in those natural and social sciences that comprise the food and agricultural sciences to address real-world problems, including applied research activities focusing on community and economic development issues related to food, nutrition, conservation, and natural resources.
- iii. **Centralized Research Support Systems**—To innovate and establish centralized research support systems (including but not limited to technology-based information delivery systems, digital or physical storage and maintenance of data, and expert service centers) that meet national needs, serve regions of NLGCA Institutions, or provide economic research support, thereby freeing up institutional resources for other uses.
- c. **Outreach**—Applications with an outreach focus must address at least one of the Outreach Need Areas discussed in this subsection. Outreach projects generally focus on a primary, targeted, beneficiary consisting of individuals and communities outside a formal academic program setting. Applications may develop studies or programs relevant to the communities and regions that their institutions serve.

Outreach Need Areas include:

- i. **Youth Development**—To cultivate important life skills in youths through Agriculture in the Classroom, 4-H, FFA, and other similar youth development programs that build character, train in specific skill sets, and ultimately build the future domestic workforce in agricultural science.
 - ii. **Food and Agricultural Sciences**—To improve research translation and educational programs that increase farm profitability, expand markets and create new uses for agricultural products, build soil health, protect systems from invasive species, to assist farmers, ranchers, and foresters.
 - iii. **Leadership Development**—To train outreach professionals and volunteers to deliver programs in agriculture, horticulture health and safety, and family and consumer issues, and to support Agriculture in the Classroom, 4-H youth development, or other similar programs that to increase the public knowledge of the importance of agriculture and provide training for adult volunteers of youth development programs.
 - iv. **Precision Nutrition and Food Quality**—To help individuals, families, and communities change behaviors on precision nutrition and improve food quality by teaching nutrition, food preparation skills, family communication, and connection to healthy outcomes.
 - v. **Community and Economic Development**—To assist local governments, community, and nonprofit organizations to create viable options for economic and agricultural development in rural communities.
 - vi. **Technology-based Information Delivery Systems**—To promote improvements in the technological delivery, particularly focused on artificial intelligence, to benefit agricultural producers and consumers.
- d. **Integrated**—An Integrated Project includes at least two of the three functions of the agricultural knowledge system (i.e., education, research, and outreach) within a project. The functions addressed in the project must be focused on a problem or issue and must be interwoven throughout the life of the project to complement and reinforce one another. The functions must be interdependent and necessary for the success of the project, and no more than two-thirds of the project's budget may be focused on a single component.

For Integrated projects that include an education component, note that routine use of graduate and postdoctoral students as personnel on research projects is not considered education for the purposes of this program. Only students actively engaged in the scholarship of research or outreach are considered as Education. Actively engaged students may contribute to presentations, articles, posters, and other expressions of scholarship that reflect their own work on the project director's (PD) project.

For Integrated projects that include an outreach component, activities will synthesize and incorporate a wide range of relevant research results. However,

research-related activities such as publication of papers or speaking at scientific meetings are not considered outreach for the purpose of an Integrated project.

2. **Grant Types**—Applicants must select the appropriate grant type. Please note that the award amount indicated for each grant type is the maximum total for the award and not an amount per year.
 - a. **Planning Activity/Workshop**—Applicants in this grant type may request up to \$30,000 to facilitate strategic planning session(s) required of faculty, industry, professional association, community leaders, or other necessary participants for the specific purpose of developing a formal plan leading to a subsequent submission of a Collaborative grant. A Planning Activity/Workshop grant application may not be submitted in the same year for which a Collaborative grant application for the same project is also submitted.
 - b. **Standard**—Applicants of this grant type may request up to \$150,000. Standard grants support priority original Research and Education projects. Project activities largely target the institution’s own students or faculty and are managed primarily by its own personnel. The applicant executes the project without the requirement of sharing grant funds with other project partners.
 - c. **Collaborative**—Collaborative grants support projects with at least one additional partner or a multi-partner approach. Collaborative grants should build linkages to generate a critical mass of expertise, skill, and technology to address research and education/teaching programs related to the food and agricultural sciences. Grants can reduce duplication of efforts and/or build capacity and must be organized and led by a strong applicant with documented project management knowledge and skills to organize and carry out the initiative. The partners must share grant funds (see [Appendix III](#) for detailed definitions).
 - i. **Joint Grants (Applicant + one or more partners)**—Applicants may request up to \$300,000 for a Joint Project Proposal. In a Joint grant, the applicant executes the project with assistance from at least one additional partner. To demonstrate a substantial involvement with the project, the applicant institution/organization submitting a Joint Project Proposal must retain at least 30 percent, but not more than 70 percent, of the awarded funds and no cooperating entity may receive less than 10 percent of awarded funds.
 - ii. **Large-scale Comprehensive Initiatives (Applicant + two or more partners)**—Applicants may request up to \$750,000 for a Large-scale Comprehensive Initiative (LCI) Project Proposal. In an LCI grant, the applicant executes the project with assistance from at least two additional partners. To demonstrate a substantial involvement with the project, the applicant institution/organization submitting an LCI proposal must retain at least 30 percent, but not more than 70 percent, of the awarded funds and no cooperating entity may receive less than 10 percent of awarded funds. An LCI project differs from a Joint Project Proposal in project scope and impact. LCI Project Proposals must support a multi-partner approach to solving a major state or regional challenge facing the agricultural sciences at the postsecondary level. LCI Project Proposals are characterized by

multiple partners (each providing specific expertise) organized and led by a strong applicant with documented project management ability to organize and carry out the initiative.

LCI Project Proposal funds do not have to be divided equally among project years, nor do they need to be divided equally among project partners. LCI projects must include a statement on expected impacts of the project as well as an Evaluation Plan to measure success.

D. Ethical Conduct of Funded Projects

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

PART III. ELIGIBILITY INFORMATION

A. Eligibility Requirements

Applicants for the NLGCA Program must meet all the requirements discussed in this NOFO. Failure to meet the eligibility criteria by the application deadline may result in exclusion from consideration or preclude NIFA from making an award. For those new to Federal financial assistance, NIFA's [About Grants](#) provides highly recommended information about grants and other resources to help understand the Federal awards process.

Applications may only be submitted by an NLGCA certified as such by NIFA at the time of application. A current list of NLGCAs certified by NIFA can be found on the [NLGCA Program webpage](#) or the [NLGCA List webpage](#). Section 7102 of the Agriculture Improvement Act of 2018 removed the opt-in, opt-out language that had previously required Hispanic-Serving Agricultural Colleges and Universities (HSACU) and McIntire-Stennis Colleges and Universities to relinquish that status if they wanted to pursue NLGCA designation (See [Part I, A](#) for legislative authority). There are no longer any such limitations, and HSACUs as well as McIntire-Stennis Colleges and Universities may request NLGCA designation. Non-land-grant colleges and universities may subcontract to organizations not eligible to apply, provided such organizations are necessary for the conduct of the project. All institutions certified as NLGCA prior to December 21, 2018, must [reapply for certification](#) and meet the new criteria for NLGCA certification contained in the [Federal Register Notice](#).

In order for an institution to qualify as a NLGCA, it must be a public college or university offering a baccalaureate or higher degree in the study of agricultural sciences, forestry, or both, among the 32 specified Areas of Study: Agricultural and domestic animal services; agricultural and extension education services; agricultural and food products processing; agricultural business and management; agricultural communication or agricultural journalism; agricultural economics; agricultural engineering; agricultural mechanization; agricultural production operations; agricultural public services; agriculture; animal sciences; applied horticulture or horticulture operations; aquaculture; equestrian/equine studies; floriculture or floristry operations and management; food science; forest sciences and biology; forestry; greenhouse operations and management; international agriculture; natural resource economics; natural resources management and policy; natural resources or conservation; ornamental horticulture; plant nursery operations and management; plant sciences; range science and management; soil science; turf and turfgrass management; urban forestry; and wood science and wood products or pulp or paper technology. If you are not sure if you are eligible to request NLGCA designation, please consult the [NLGCA Eligibility Flow Chart](#).

To request that NIFA provide certification of NLGCA status, an Authorized Representative (AR) must submit an NLGCA Certification Memo evidencing the institution meets the NLGCA qualifications through the [Non-Land-Grant University designation webpage](#). Within 30 days of submission, NIFA will provide the administrative point of contact specified on the request with a certification of NLGCA designation or a response indicating why the request for certification is being denied.

For the purposes of this program, the individual branches of a college or university system that are separately accredited as degree-granting institutions as indicated per the Official List of

Certified Non-Land-Grant Colleges of Agriculture, are treated as separate institutions, and are therefore eligible to apply for NLGCA Program awards. Separate branches or campuses of a college or university that are not individually accredited as degree-granting institutions are not eligible to apply. Accreditation must be conferred by an agency or association recognized by the Secretary of the U.S. Department of Education.

NLGCA applicants may submit (as the lead applicant) any number of proposals in response to this NOFO; however, each institution will be limited to a maximum of two grant awards as the lead (applicant) institution. Each institution may participate in any number of NLGCA-funded projects as a partner institution in any given year. However, an individual is limited to serve as Project Director (PD) for only one funded project in the FY competition.

USDA **will not accept** competitive applications for grant and cooperative agreements submitted for dangerous gain-of-function research, as defined in [Section 8 of E.O. 14292](#).

Duplicate or Multiple Submissions – All duplicate or substantially similar proposals submitted in response to multiple NOFOs for concurrent review will be excluded. Each application should represent one grant type and respond to the specific criteria and requirements presented in a particular program NOFO. NIFA will not fund an application that duplicates or overlaps substantially with an application already funded (or to be funded) by another organization or agency.

B. Cost Sharing or Matching

No Match Required—The NLGCA has no matching requirement. NIFA will not factor matching resources into the review process as an evaluation criterion. However, cost share is encouraged.

PART IV. APPLICATION AND SUBMISSION

A. Method of Application

Applicants must apply to this NOFO electronically; no other method or response is accepted. The electronic application for this NOFO and additional resources are available on [Grants.gov](https://www.grants.gov) and [Grants 101](#). **Table 3** provides instructions on how to obtain an electronic application. **Part III** of the NIFA Grants Application Guide contains detailed information regarding the [Grants.gov](https://www.grants.gov) registration process. The NIFA Grants Application Guide is contained in the specific funding opportunity package or a sample of the guide can be found [here](#). When applying for a NIFA award, it is important to reference the version of the guide that is included in the specific funding opportunity application package.

Table 3: Steps to Obtain Application Materials

Steps	Action
Step One: Register	<i>New Users</i> to Grants.gov must register early with Grants.gov prior to submitting an application.
Step Two: Download Adobe	Download and Install Adobe Reader (see Adobe Software Compatibility for basic system requirements).
Step Three: Find Application	Using this funding opportunity number USDA-NIFA-NLGCA-011938 , search for application here: Opportunity Package .
Step Four: Assess Readiness	Contact an AR prior to starting an application to assess the organization's readiness to submit an electronic application.

Table 4: Help and Resources

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

B. Content and Form of the Application

The NIFA Grants Application Guide is part of the corresponding application package for this NOFO. The NOFO overrides the NIFA Grants Application Guide if there is a discrepancy between the two documents. Applicants that do not meet the application requirements, to include partial applications, risk being excluded from NIFA's review. NIFA will assign a proposal number to all applications that meet the requirements of this NOFO. Applicants must refer to the proposal number when corresponding with NIFA. **Table 5** outlines other key instructions for applicants.

Table 5: Key Application Instructions

Instruction	References (All references are to the NIFA Grants Application Guide)
Attachments must be in a portable document format (PDF) format.	Part IV
Check the manifest of submitted files to verify attachments are in the correct format.	Part IV
Conduct an administrative review of the application before submission.	Part IV
Follow the submission instructions.	Part IV
Provide an accurate email address, where designated, on the SF-424 R&R.	Part V
Contact the Grants.gov helpdesk for technical support and keep a record of the correspondence.	N/A
Contact NIFA if applicant does not receive correspondence from NIFA regarding an application within 60 days of the application deadline.	N/A

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

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

R&R Other Project Information Form. See **Part V** of the NIFA Grants Application Guide.

1. **Field 7: Project Summary (PS)/Abstract.**—The 250-word PS must show how the project goals align with the project goals of the NLGCA and indicated project type (Research, Education, Outreach, or Integrated). See **Part V** of the NIFA Grants Application Guide for instructions and suggested templates.

Table 6: Academic Codes and Disciplines

A	Animal Sciences
B	Related Biological Sciences (includes General/Basic Biotechnology, Biochemistry, and Microbiology)
C	Conservation and Natural Resources (includes Forestry)
D	Soil Sciences
E	Agricultural/Biological Engineering
F	Food Science/Technology and Manufacturing
G	General Food, Agricultural and Human Sciences (includes multidisciplinary projects)
H	Human Sciences/Family and Consumer Sciences (excludes Human Nutrition)
J	Entomology – Animal
L	Environmental Sciences/Management
M	Agribusiness (includes Management, Marketing, and Agricultural Economics)
O	Other (Describe only if not listed above)
P	Plant Sciences and Horticulture
Q	Aquaculture
S	Agricultural Social Sciences (includes Agricultural Education, Agricultural Communications, and Rural Sociology)
T	Entomology – Plant
V	Veterinary Medicine/Science
W	Water Science

2. **Field 8: Project Narrative (PN).**—The PN must not exceed a total page limit of 25 pages, using 1-inch margins on all sides and 12-point font with double line spacing, including written text, figures, and tables. The only exception is that tables may be single-spaced with a font size no smaller than 11 points. Do not use a condensed or narrow font (e.g., Arial Narrow). To ensure fair competition, applications that are not compliant with these formatting specifications will not be accepted for review.

The PN attachment must include the following:

- a. **Narrative Cover Page.**—The narrative cover page (first page of the PN) must include the information below and will not count towards the page limit of the PN:
 - i. Project Title
 - ii. PD and any Co-Project Director(s) with institutional affiliations
 - iii. Projected number of students and faculty to be served by the project over the project period
 - iv. Primary Academic Code and Discipline: (Select one or two from Table 6)
 - v. Application Type: New or Resubmission
 - vi. Project Type: Education, Research, Outreach, or Integrated
 - vii. Grant Type: Planning Activity/Workshop, Standard, Collaborative–Joint, or Collaborative–Large-scale Comprehensive Initiative (LCI)
 - viii. Partners: If this project is a Collaborative project proposal, list all partnering institutions/organizations.

- ix. **Total Funds Requested:** List total Federal funds requested for this application. If this project is a Collaborative Project Proposal, also list each partner's total funds requested next to the institution/organization's name.
 - x. **Three to five keywords** to describe your proposed project
- b. **Introduction**—Include a clear statement of the purpose and long-term goal(s) of the proposed project and major activities. Summarize the body of knowledge to date that substantiates the need for the proposed project and cite references appropriately.
- c. **Rationale and significance**—Describe any ongoing or recently completed activities or preliminary data that contribute to the justification for the proposed project, including estimates of the magnitude of the issues, as well as the relevance to stakeholders and ongoing State or Federal food and agricultural research, education, and outreach programs. Connect the project to Program Area Priorities ([Part I, B](#) of this NOFO) and Need Areas ([Part II, C](#) of this NOFO). Discuss novel ideas, innovations, and proposed contributions to U.S. agriculture.
- d. **Objectives**—Include statements of specific aims of the proposed efforts in a clear, concise, and complete manner with logically arranged terms and measurable outcomes in sight and ties to the reasons for performing the work at the proposing institution.
- e. **Approach/Methods**—State the procedures or methodology you will apply to the proposed effort. This section is to include, but not necessarily be limited to, descriptions of:
- i. Stakeholder involvement in problem identification, planning, implementation, and evaluation
 - ii. Proposed project activities listed sequentially
 - iii. Techniques to be employed in this project, including their feasibility and rationale
 - iv. Expected results
 - v. Analysis and interpretation of data
 - vi. Evaluation of education and outreach activities
 - vii. Plans to communicate results to appropriate audiences, including relevant scientific peers, stakeholders, and the public, as appropriate
 - viii. Pitfalls that might be encountered
 - ix. Limitations to proposed procedures
- f. **Project Timetable**—The proposal outline is to include all important phases as a function of time, year by year, for the entire project, including periods beyond the grant funding period.
- g. **Evaluation Plan**—All projects, except Planning Activity/Workshop grants, must have an evaluation plan. The evaluation plan must include both a strategy for monitoring the project as it evolves (to provide feedback to guide these efforts), as well as a strategy for evaluating the effectiveness of the project in achieving its goals

and for identifying positive and negative results and outcomes when the project is completed.

The project budget must contain funding to either hire an outside or external project evaluator, or present convincing evidence that an appropriate independent evaluator already on staff is available to provide assistance with assessment and evaluation throughout the life of the project. As a guide, up to 10 percent of grant funds may be used to support this purpose.

The evaluation results will be reported both annually and in the final performance report (See [Part VI, C](#) of this NOFO). In addition to other measures that are project-specific, the evaluation must include:

- i. Student, faculty, and stakeholder learning and engagement
 - ii. The number of students, faculty and stakeholders impacted by the project as a result of the proposed activities, either directly (through stipends, experiential learning opportunities, workshops, teaching experiences, etc.) or indirectly (through taking a developed course or program or participating in a recruitment or retention program)
 - iii. A summation of who benefited the most (and the least) from the project
 - iv. An explanation of what revisions, improvements, or enhancements that could be made, funding permitting, to increase the value of this project in the future
 - v. Ideas about how to make projects like this more cost-effective
- h. **Logic Model**—Applications must include a logic model detailing the inputs, activities, outputs, and outcomes of the proposed project, as well as potential external factors that may affect progress on the proposed project. This information should be formatted into a 1-page logic model chart. The logic model planning process is a tool that should be used in developing projects before writing the proposal. More information and resources related to the logic model are provided at [Logic Model Planning Process](#). The 1-page logic model chart is counted as part of the 25 pages of the PN.
- i. **Response to Previous Review (if applicable)**—This requirement only applies to Resubmitted Applications as described in [Part II, B](#) of this NOFO and does not count against the 25-page limit of the PN. Title the 1-page response “Response to Previous Review,” and include the previous proposal number in the first line of this last page of the PN attachment.

3. **Field 9: *Bibliography & References Cited*—No Page Limit**—Title the attachment “Bibliography & References Cited” in the document header and save file as “Bibliography References Cited.” All information sources and work cited in the text should be referenced in this section of the application. All references must be complete; include titles and all co-authors; conform to an acceptable journal format; and be listed in alphabetical order using the last name of the first author or listed by number in the order of citation.

4. **Field 12: Add Other Attachments.**—See **Part V** of the NIFA Grants Application Guide.

Appendices to Project Narrative—*PDF Attachment*—Title the attachment as “Appendices” in the document header and save file as “Appendices.” Appendices to the Project Narrative are allowed if they are directly germane to the proposed project. The addition of appendices may not be used to circumvent the text and/or figures and tables page limitations.

Mentoring Plan (MP)—*PDF Attachment—2-Page Limit*—Title the attachment as “Mentoring Plan” and save file as “Mentoring Plan.” The proposal must include a 1- to 2-page MP for all recipients of stipends and fellowships and for training programs. If various tiers of students or scholars are represented in the proposal, please provide separate mentoring plans for each educational or professional level targeted (e.g., high school students, undergraduate students, graduate students, postdoctoral fellows, etc.). The MP should incorporate:

- a. Roles and responsibilities of the PD and Co-PD in managing the mentoring process;
- b. Training for and/or credentials of individuals who will serve as mentors which may be student peers, or experienced mentors from academia, industry, or government, who are expected to provide guidance, cultural support, and sense of community with the activities and facilitate the amplification of program-specific perspectives and accomplishments of the mentees;
- c. A description of mentoring activities that may include, but are not limited to, peer mentoring or layered mentoring, whereby a set of mentees are progressively mentored by others at a higher level in their careers and incorporate into the overall project timeline; and
- d. A description of processes to ensure reasonable accommodations for program participants with disabilities or challenges with accessing program activities scholarship programs in including plans to accommodate recipients who find it necessary to interrupt their program of study because of health, personal, or other reasonable nonacademic and nondisciplinary cause(s).

Data Management Plan (DMP)—*PDF Attachment—2-Page Limit*—Title the attachment “Data Management Plan” in the document header and save file as “Data Management Plan.” A DMP is required for this program (see [NIFA’s Data Management Plan](#)). The DMP should address: (1) expected data type; (2) data format; (3) data storage and preservation; (4) data sharing, protection, and public access; as well as (5) roles and responsibilities. Applicants should clearly articulate how the PD and Co-PDs plan to manage and disseminate the data generated by the project. The DMP will be considered during the merit review process (see [Part V, B](#) of this NOFO), and results will be reported both annually and in the final performance report (See [Part VI, C](#) of this NOFO).

Leadership Support—*PDF Attachment—No Page Limit*—Title the attachment “Leadership Support” in the document header and save file as “Leadership Support.” Provide signed documentation (not to exceed 2 pages per institution/organization) from

senior leadership of the supporting college/department or appropriate organizational executive board to demonstrate backing of the proposed project.

Collaborative Arrangements—*PDF Attachment—No Page Limit*—Title the attachment “Collaborative Arrangements” in the document header and save file as “Collaborative Arrangement.” If it is necessary to enter into formal consulting or collaborative arrangements with others, such arrangements should be fully explained and justified. If the consultant(s) or collaborator(s) are known at the time of the application, a vitae or resume should be provided. In addition, evidence (e.g., letter of support signed by the AR of the consultant/collaborating organization) should be provided that the collaborators involved have agreed to render these services. The applicant also will be required to provide additional information on consultants and collaborators in the budget portion of the application.

R&R Senior/Key Person Profile (Expanded)—See **Part V** of the NIFA Grants Application Guide for profile requirements, details about the biographical sketch, and suggested support templates.

Biographical Sketch—The following are additional instructions of information to include:

1. Author identifier ([ORCID](#)) of the researcher if available
2. Digital Object Identifier (DOI) of all publications where possible

You may also include a list of data publications or published data products relevant to the proposed project, following the recommended data citation format.

R&R Personal Data—This information is voluntary and is not a precondition of award (see **Part V** of the NIFA Grants Application Guide).

R&R Budget—See **Part V** of the NIFA Grants Application Guide.

1. Indirect Costs (IDC)—See [Part IV, C](#) of this NOFO for funding restrictions regarding IDC, and Part V of the NIFA Grants Application Guide for additional information.
2. During the tenure of a grant, PDs must attend at least one PD meeting in Kansas City, Missouri, or any other announced location, if organized. The purpose of the meeting will be to discuss project and grant management, opportunities for collaborative efforts, future directions for education reform, and opportunities to enhance dissemination of exemplary end products/results of the projects. Reasonable travel expenses to attend this meeting must be included in the application’s budget under travel expenses. While budgets should account for this travel, virtual or hybrid meetings may be adopted.

Supplemental Information Form—See **Part V** of the NIFA Grants Application Guide.

1. **Field 2: Program to which the applicant is applying**—Enter the program name “Capacity Building Grants for Non-Land-Grant Colleges of Agriculture” and the program code “NLGCA.” Accurate entry is critical.
2. **Field 8: Conflict of Interest List**—See **Part V** of the NIFA Grants Application Guide.

C. Funding Restrictions

1. Indirect Cost (IDC) is not to exceed 30 percent of the recipient's Total Federal Funds Awarded (TFFA). [7 U.S.C. 3310](#) limits the recovery of IDC for the overall award to 30 percent of the TFFA under a research, education, or outreach grant. The maximum allowable IDC amount recoverable under the award, including the IDC charged by the sub-awardee(s), if any, is the lesser of the following and is determined by calculating the amount of IDC using:
 - a. the sum of an institution's negotiated indirect cost rate and the indirect cost rate charged by sub-awardees, if any; or
 - b. 30 percent of TFFA.

If the result of number one is the lesser of the two amounts, the grant recipient is allowed to charge the negotiated IDC rate on the prime award and the sub-award(s), if any. Any sub-awards would be subject to the sub-awardee's negotiated IDC rate. The sub-awardee may charge its negotiated IDC rate on its portion of the award, provided the sum of the IDC amount charged under the award by the prime awardee and the sub-awardee(s) does not exceed 30 percent of the TFFA.

If the result of number two is the lesser of the two amounts, then the maximum IDC allowed for the overall award, including any sub-award(s), is limited to 30 percent of the TFFA. That is, the IDC of the prime awardee plus the sum of the IDC charged by the sub-awardee(s), if any, may not exceed 30 percent of the TFFA.

In the event of an award, the prime awardee is responsible for ensuring the maximum indirect cost allowed for the award is not exceeded when combining IDC for the Federal portion (i.e., prime and sub-awardee(s)) and any applicable cost-sharing. Amounts exceeding the maximum allowable IDC are considered unallowable. See sections [408](#) and [410](#) of [2 CFR 200](#).

If the applicant does not have a negotiated rate and NIFA is the cognizant agency, the applicant may request an IDC rate. Applicants are not required to complete the IDC package during the application process and need only to calculate a rate to serve as a basis for requesting IDC. If awarded, the applicant will be required to submit a complete IDC proposal package to obtain a negotiated rate.

Organizations that do not have a current negotiated (including provisional) rate, may elect the de minimis rate ([2 CFR 200.414\(f\)](#)). The Uniform Guidance offers the option of electing to charge a de minimis rate of 15 percent of modified total direct costs (MTDC) which may be used indefinitely. As described above and in [2 CFR 200.403](#), costs must be charged consistently as either indirect or direct costs but may not be double charged or inconsistently charged as both. If elected, this methodology must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate for a rate, which it may do at any time.

See [NIFA Indirect Costs](#) for information including [additional resources](#) and [NIFA Indirect Cost Guidance Chart](#).

As described in [7 U.S.C. 3319i\(a\)\(2\)\(D\)\(i\)](#), an NLGCA Institution that receives an award under paragraph (1) may use the funds made available through the grant to maintain and expand the capacity of the NLGCA Institution through the purchase or other acquisition of equipment and other infrastructure (not including alteration, repair, renovation, or construction of buildings).

2. NIFA awards may not be used to support the procurement of unmanned aircraft systems to process, store, or transmit Federal information (as defined in [OMB Circular A-130](#)) unless the grant is specifically available for procurement of such equipment and grantees describe in their application how they will comply with the information security requirements outlined in Appendix B of [M-26-02 Ensuring Government Use of Secure Unmanned Aircraft Systems and Supporting United States Producers](#) and develop a risk-based approach to applying those requirements to procurement solicitations to potential vendors under the resulting Federal award. This information, if provided, will be evaluated by NIFA as part of its evaluation process. If such procurement is approved, specific information security requirements may be included in the terms and conditions of the grant to ensure that the grantees will incorporate those requirements in procurement solicitations of unmanned aircraft systems under the Federal award. Additionally, projects must ensure that they are in adherence to [Secretary's Memorandum \(SM\) 1078-014](#) and are not using unallowable 3-D printers which can be found at [National Security and Unallowable Costs](#).

PART V. APPLICATION REVIEW REQUIREMENTS

A. NIFA's Evaluation Process

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

Scientific Peer Review Process:

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

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

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

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

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

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

B. Evaluation Criteria

NIFA will use the following criteria to evaluate applications to this program. The criteria below are not equal in merit but are listed in descending order of importance. Applications are

evaluated primarily for their potential for advancing the quality of Education, Research, or Outreach for the NLGCA institution, followed by the subsequent four criteria.

1. **Potential for Advancing the Quality of Education, Research, or Outreach**—This criterion is used to assess the likelihood that the project will have an impact upon and advance the quality of food and agricultural sciences education, research, or outreach by strengthening institutional capacities to meet clearly delineated needs. Elements considered include institutional long-range goals, identification of a problem or opportunity to be addressed, justification for the project, innovation, advancing multidisciplinary and/or problem-based focus, potential for adoption by other institutions, mentorship (if applicable), and contribution to the current body of knowledge in areas addressed. The proposed project must also show how it will contribute to the legislatively authorized purpose of this program. Potential project impacts must be stated.
2. **Proposed Approach and Cooperative Linkages**—This criterion evaluates the soundness of the proposed approach including objectives, methodology, plan of operation, timetable, expected products and results, as well as the suitability and feasibility of the evaluation plan, Mentoring Plan (if applicable), Data Management Plan, and dissemination plan. The project evaluation plan will be reviewed to determine the appropriateness of the methodologies to be used in assessing the accomplishment of stated products, results, and measurable outcomes from the project. The proposed approach will be evaluated based on the reliability and accuracy of the research concepts and educational principles, which must be documented through background literature or actual institutional data. Emphasis is placed on the quality of education, research, or outreach support provided to the applicant institution through its partnerships and collaborative initiatives (where applicable), and on the potential cooperative linkages likely to evolve because of this project. The application will also be reviewed to assess the effectiveness in addressing any perceived pitfalls and alternate strategies or approaches.
3. **Institutional Capability and Capacity Building**—This criterion relates to the institution's capability to perform the project and the degree to which the project will strengthen its teaching, research, or outreach capacity. Elements considered include the institution's commitment to the project, the adequacy of institutional resources (administrative, facilities, equipment, and/or materials) available to carry out the project, potential for academic or research enhancement, and plans for project continuation or expansion beyond the period of USDA support. The level of institutional data provided to show the institution's ability to support the proposed project is also considered.
4. **Budget and Cost-Effectiveness**—This criterion relates to the extent to which the total budget adequately supports the project and is cost-effective. Elements considered include the necessity and reasonableness of costs to carry out project activities and achieve project objectives; the appropriateness of budget allocations between the applicant and any collaborating institution(s); the adequacy of time committed to the project by key personnel; and the degree to which the project maximizes the use of limited resources, optimizes value for the dollar, achieves economies of scale, leverages additional funds,

and focuses expertise and activity on high-priority education, research or outreach activities.

5. **Key Personnel**—This criterion relates to the adequacy of the number, qualifications, and expertise of key people who will develop and carry out the project, the qualifications of project personnel who will provide for the assessment of project results and impacts, and the dissemination of these findings.

C. Organizational Management Information

Applicants must submit specific management information prior to an award and update the information as needed. Applicants may only need to provide an update if there was a change in previously provided information under this or another NIFA program. NIFA provides the requisite forms during the pre-award process. Although an applicant may be eligible for award under this program, there are factors that may exclude an applicant from receiving Federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual, or a determination that an applicant is not responsible).

D. Application Disposition

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

PART VI. AWARD ADMINISTRATION

A. General

Within the limit of funds authorized, the NIFA awarding official will make grants to responsible and eligible applicants whose applications are judged most meritorious under the procedures set forth in this NOFO. The date specified by the NIFA awarding official as the effective date of the grant must be no later than September 30 of the Federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. The project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period.

All funds granted by NIFA under this NOFO may be used only for the purpose for which they are granted in accordance with the program-specific laws and regulations, NIFA General Awards Administrative Provisions ([7 CFR part 3430, subparts A through E](#)), USDA Regulations for Grants and Agreements ([2 CFR Chapter IV](#)), Office of Management and Budget Uniform Guidance ([2 CFR part 200](#)), [NIFA-specific terms and conditions](#), [USDA General Terms and Conditions for Federal Awards](#), and approved budget and project plans.

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

B. Administrative and National Policy Requirements

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

C. Expected Program Outputs and Reporting Requirements

Output and reporting requirements are included in the [award terms and conditions](#). If there are any program or award-specific award terms, they will be identified in the Award Notice.

Project Directors Meeting: If organized by the program, the Project Director (PD) for all grant types will be required to attend at least one PD meeting during the performance period of the award and provide a project report based on the provided template.

PART VII. OTHER INFORMATION

A. Use of Funds and Changes in Budget

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

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

1. Change in the scope or the objective of the project or program without prior written approval (even if there is no associated budget revision required);
2. Change in a key person specified in the application or the Federal award;
3. Disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project;
4. Inclusion of costs that require prior approval in accordance with [2 CFR 200 Subpart E \(Cost Principles\)](#), or [2 CFR Part 300 Appendix IX](#), (Principles for Determining Costs Applicable to Research and Development under Awards and Contracts with Hospitals), or [48 CFR](#), unless waived by the Federal awarding agency, [48 CFR Part 31, Contract Cost Principles and Procedures](#);
5. Transfer of funds budgeted for participant support costs to other categories of expense ([2 CFR 200.456 Participant support costs](#));
6. Sub-awarding, transferring or contracting out of any work under a Federal award, including fixed amount sub-awards (see [2 CFR 200.333, Fixed Amount Sub-awards](#)), unless described in the application and funded in the approved Federal awards. This provision does not apply to the acquisition of supplies, material, equipment, or general support services;
7. Changes in the approved cost-sharing or matching provided by the non-Federal entity;
8. The need for additional Federal funds to complete the project;
9. Salary rates of pay exceeding an Executive Level IV salary range (see “Rates of Pay for the Executive Schedule” under the “Executive & Senior Level Employee Pay Tables” header at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>) require prior NIFA approval. This rate does not include any fringe benefits, general and administrative (G&A), overhead, or other expenses. Requests for approval must include the salary rate of pay and a justification for the rate and be sent to the Authorized Departmental Officer (ADO) to awards@usda.gov;
10. No more than 50 percent of the total dollars of this award may be subcontracted to another party(ies) without prior written approval of the ADO, except subcontracts to Federal agencies;
11. Transferring funds between the construction and non-construction work under a Federal award; and
12. A no-cost extension (meaning, an extension of time that does not require the obligation of additional Federal funds) of the period of performance, other than any one-time extension authorized by the Federal agency in accordance with paragraph 2 CFR 200.308(g)(2). All requests for no-cost extensions should be submitted at least 10 calendar days before the conclusion of the period of performance. The Federal agency may approve multiple no-cost extensions under a Federal award if not prohibited by Federal statute or regulation.

B. Confidential Aspects of Applications and Awards

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

C. Regulatory Information

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

D. Language Access Services

NIFA offers language access services, such as interpretation and translation of vital information, free of charge. If you need interpretation or translation services, please visit [NIFA Language Access Services](#).

APPENDIX I: AGENCY CONTACT

For Programmatic questions please email:

NLGCA@usda.gov

For administrative questions related to;

1. Grants.gov, see [Part IV](#) of this NOFO
2. Other NOFO or application questions, please email grantapplicationquestions@usda.gov
3. Awards under this NOFO, please email awards@usda.gov

U.S. Postal Mailing Address:

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

Courier/Package Delivery Address:

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

APPENDIX II: GLOSSARY OF TERMS

Glossary of Terms

Assistance Listing Number – ALN
Authorized Departmental Officer – ADO
Authorized Representative – AR
Data Management Plan – DMP
Digital Object Identifier – DOI
Hispanic-Serving Agricultural Colleges and Universities – HSACU
Indirect Cost – IDC
Large-scale Comprehensive Initiative – LCI
National Institute of Food and Agriculture – NIFA
Notice of Funding Opportunity – NOFO
Project Director – PD
Project Narrative – PN
Total Federal Funds Awarded –TFFA
United States Department of Agriculture – USDA

APPENDIX III: DEFINITIONS

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

Definitions

Capacity Building:

Enhancing and strengthening the quality and depth of an institution's research and academic programs as evidenced by its: faculty expertise, scientific and technical resources, research environment, curriculum, student experiential learning opportunities, scientific instrumentation, library resources, academic standing, faculty and student recruitment and retention programs, and organizational structures and reward systems for attracting and retaining first-rate research and teaching faculty or students.

Eligible Institution:

A NIFA-certified Non-Land-Grant College of Agriculture (NLGCA). A current list of NLGCAs certified by NIFA can be found on the [NLGCA Program webpage](#) or the [NLGCA List webpage](#). Section 7102 of the Agriculture Improvement Act of 2018 removed the opt-in, opt-out language that had previously required Hispanic-Serving Agricultural Colleges and Universities (HSACU) and McIntire-Stennis Colleges and Universities to relinquish that status if they wanted to pursue NLGCA designation. There are no longer any such limitations. All institutions certified as NLGCA prior to December 21, 2018, must [reapply for certification](#) meet the new criteria for NLGCA certification contained in the [Federal Register](#) Notice.

Fixed Equipment:

Any piece of property which, when installed in a facility for continuing use in connection with the facility, is considered a permanent part of the facility and cannot be reasonably removed without affecting the structural integrity of the facility, including its utility or ventilation systems. To be considered as fixed equipment, the item must be capitalized in the grantee's records as part of the facility to which it is attached. Further, if the facility were to be sold or otherwise disposed of, such equipment would be sold or otherwise disposed of as part of the facility. Examples include, but are not limited to, elevators, boilers, and furnaces; plumbing, electrical, heating-ventilating-air conditioning (HVAC), and refrigeration systems; and specialized items such as cage washers, laboratory casework, some growth chambers, and certain other large, specialized equipment meeting this definition.

Joint Grant:

An application for a project: (1) which will involve the applicant institution working in cooperation with one or more other entities not legally affiliated with the applicant institution, including other schools, colleges, universities, community colleges, junior colleges, units of State government, private sector organizations, or a consortium of institutions; and (2) where the applicant institution and each cooperating entity will assume a significant role in the conduct of the proposed project. To demonstrate a substantial involvement with the project, the applicant institution/organization submitting a Joint Project Proposal must retain at least 30 percent, but not more than 70 percent, of the awarded funds and no cooperating entity may receive less than 10 percent of awarded funds. Only the applicant institution must meet the definition of an eligible institution/organization as specified in this NOFO; other entities participating in a joint project proposal are not required to meet the definition of an eligible institution/organization.

Large-scale, Comprehensive Initiative (LCI) Grant:

An application for a project (1) which will involve the applicant institution/organization working in cooperation with two or more other entities not legally affiliated with the applicant institution, including other schools, colleges, universities, community colleges, junior colleges, units of State government, private sector organizations, or a consortium of institutions; and (2) where the applicant institution and each cooperating entity will assume a significant role in the conduct of the proposed project. To demonstrate a substantial involvement with the project, the applicant institution/organization submitting an LCI proposal must retain at least 30 percent, but not more than 70 percent, of the awarded funds and no cooperating entity may receive less than 10 percent of awarded funds. Only the applicant institution must meet the definition of an eligible institution as specified in this NOFO; other entities participating in a Joint Project Proposal are not required to meet the definition of an eligible institution. LCI Project Proposals must support a multi-partner approach to solving a major state or regional challenge in agricultural sciences education at the postsecondary level. LCI Project Proposals are characterized by multiple partners (each providing specific expertise) organized and led by a strong applicant with documented project management ability to organize and carry out the initiative.

New Application:

An application not previously submitted to a program.

Grant:

The award by the Authorized Departmental Officer of funds to an eligible grantee to assist in meeting the costs of conducting for the benefit of the public, an identified project which is intended and designed to accomplish the purpose of the program as identified in the program solicitation or NOFO.

Resubmitted Application:

A project application that was previously submitted to a program but not funded.

Teaching and Education:

From [7 USC 3103 \(20\)](#), means formal classroom instruction, laboratory instruction, and practicum experience in the food and agricultural sciences and matters relating thereto (such as faculty development, student recruitment and services, curriculum development, instructional materials and equipment, and innovative teaching methodologies) conducted by colleges and universities offering baccalaureate or higher degrees.