REQUEST FOR APPLICATION

Renewable Resource Extension Act – National Focus Fund Projects (RREA-NFF)

FUNDING YEAR:	Fiscal Year 2020
APPLICATION DEADLINE:	June 28, 2020
LETTER OF INTENT DEADLINE:	Not Required
AWARD AMOUNT:	$ 300,000
CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:	10.515

INITIAL ANNOUNCEMENT
National Institute of Food and Agriculture, United States (U.S.) Department of Agriculture (USDA)

Catalog of Federal Domestic Assistance. **The** Renewable Resource Extension Act – national Focus Fund Projects (RREA-NFF) is listed in the Assistance Listings under the Catalog of Federal Domestic Assistance number 10.515.

Table 1: Key Dates and Deadlines

Task Description	Deadline
Application:	5:00 P.M. Eastern, June 28, 2020 [*Ref to Part I § C of this RFA*]
Letter of Intent:	Not Required
Applicants Comments:	Within six months from the issuance of this notice (*NIFA may not consider comments received after the sixth month*)

Stakeholder Input. The National Institute of Food and Agriculture (NIFA) seeks comments on all request for applications (RFAs) 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 RFAs and use comments to help meet the requirements of the Agricultural Research, Extension, and Education Reform Act of 1998, Section 103(c)(2), Pub. L. 105–185, title I, §103, June 23, 1998, 112 Stat. 527 (7 U.S.C. 7613(c)(2) . Applicants may submit written comments to Policy@nifa.usda.gov (email is for comments only). Please use the following subject line: Response to the Renewable Resource Extension Act – national Focus Fund Projects (RREA-NFF) RFA.

EXECUTIVE SUMMARY

NIFA requests applications for the Renewable Resource Extension Act (RREA) – National Focus Fund Projects (NFF) for fiscal year (FY) 2020 to provide for expanded and comprehensive extension programs for forest and rangeland renewable resources at a national, regional, or institutional level. The anticipated amount available for grants in FY 2020 is approximately $300,000.

This notice identifies the objectives for (RREA-NFF) projects, deadlines, funding information, eligibility criteria for projects and applicants, and application forms and associated instructions.

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PART I. FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority

The Renewable Resources Extension Act (RREA) of 1978 (Pub. L. 95–306, §8, June 30, 1978, 92 Stat. 352 , as amended by Pub. L. 100–231, §2(2), Jan. 5, 1988, 101 Stat. 1565) provides for an expanded and comprehensive extension program for forest and rangeland renewable resources. For FY 2020, the available amount for NFF grants is approximately $300,000. RREA-NFF funds are used to support projects at a national or regional scale which expand the reach of Extension forestry and rangeland programs through better program coordination and delivery, use of innovative technologies, and Extension program models that can be easily replicated by other institutions and regions.

B. Purpose and Priorities

The goal of the NFF program is to enhance the sustainability of the nation's forest and rangeland resources and to enable landowners and managers to achieve their desired goals and objectives by making resource management decisions based on sound research findings. Forest and rangeland resources include vegetation, water, fisheries and wildlife, soil, and recreation. These projects must maximize the capacity, reach, and impact of the Cooperative Extension System – Extension Forestry and Rangeland Programs and must directly work across State boundaries to share expertise to address common problems (Priority 1) or develop and demonstrate a pilot project with researchers for knowledge transfer (Priority 2). The NFF addresses the sustainable use of natural resources by providing funding to the Cooperative Extension System to conduct educational programs for private forestland rangeland owners/managers that contribute to well-managed working lands and the ecosystem services they provide.

The FY 2020 RREA-NFF focus areas support stakeholders input and the RREA Strategic Plan FY 2018-2022. The RREA-NFF is aligned with the following:

1. Strategic Goal 5: Strengthen the Stewardship of Private Lands Through Technology and Research;

C. Program Area Description

NIFA is soliciting applications under the following program areas:

1. Regional/National Projects: The Nexus of Critical Forest and Rangeland Resources Issues, Innovative Approaches to Program Delivery, and Current Knowledge about Non-Formal Adult Education
2. Ensuring the Transfer of New Knowledge to Forest and Rangeland Owners and Managers

Regional/National Projects: The Nexus of Critical Forest and Rangeland Resources Issues, Innovative Approaches to Program Delivery, and Current Knowledge about Non-Formal Adult Education

Table 2: Regional/National Projects Key Information

Title	Description
Program Code:	ME
Program Code Name:	Renewable Resource
CFDA Number	10.515
Project Type:	Extension

Title	Description
Grant Type:	Standard
Application Deadline	June 28, 2020
Grant Duration:	24 Months
Anticipated # of Awards:	2
Maximum Award Amount:	$100,000 / award

The context in which Extension forest and rangeland resources educator's work continues to evolve: There are pressing resource issues that develop on land that transcend boundaries, there are new tools and techniques to deliver programs, and today's adult learners have different expectations and learning preferences than past generations. RREA National Focus Fund (RREA-NFF) Regional/National Projects must consider these three aspects to foster collaborative multi-state efforts among Extension educators to address issues that are regional or national in scale by sharing unique areas of knowledge and expertise. Projects must: 1) Involve active participation (planning, delivering, evaluating) by a minimum of three states, 2) Directly support forest and rangeland owner issues and needs; 3) Either be new and unproven, but theoretically sound, or represent a significant change to an existing national or regional project, and 4) address one or more of the forest and rangeland resource issues in the current RREA Strategic Plan, FY 2018-2022.

Active participation is defined as direct involvement in planning, delivering, and/or evaluating the program, and related activities (e.g., website development, electronic or print publications, social media use, etc.) and must be described in a letter on university letterhead from each participating state (not included in the maximum 18-page narrative described in Part IV, Section B).

Table 3: Ensuring the Transfer of New Knowledge to Forest and Rangeland Owners and Managers Key Information

Title	Description
Program Code:	ME
Program Code Name:	Renewable Resource
CFDA Number	10.515
Project Type:	Extension
Grant Type:	Standard
Application Deadline	June 28, 2020
Grant Duration:	24 Months
Anticipated # of Awards:	2
Maximum Award Amount:	$50,000 / award

The mission of Extension is to transfer and translate research-based information to those who can use it to improve their livelihood. However, too often the research and extension enterprises operate independently and separately. The result is that new knowledge may or may not be relevant and may or may not be transferred and applied by forest and rangeland owners and managers. The current 700+ McIntire-Stennis Forestry Research Projects and numerous rangeland research projects being conducted at institutions may or may not have a mechanism to accomplish the science delivery and technology transfer to stakeholders who need the information in order to achieve the land ownership goals. Extension is critical to science delivery

so that it has impacts. This priority calls for Extension educators and research scientists to collaborate in transferring newly discovered (within the previous three years) knowledge to stakeholders.

These projects are intended to demonstrate: 1) a more immediate and proactive approach to transferring recently discovered knowledge to end users, and 2) how research and Extension programs–each with their own designated funding purposes–can create a seamless knowledge discovery and application enterprise. These are intended to be small scale, demonstration projects, and as such they may be single state/institution projects.

Projects must: 1) succinctly describe the new knowledge that has been discovered in the previous three years and published; 2) include complete citations of published research that is the subject of the knowledge transfer effort; 3) describe how the scientist(s) who carried out the research will be involved; 4) describe a new and innovative approach to rapid diffusion of new knowledge, and 5) demonstrate the value and effectiveness of research and extension programs working together to discover and transfer new knowledge.

PART II. AWARD INFORMATION

A. Available Funding

The anticipated amount available for RREA-NFF in FY2020 is approximately $300,000. 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 RFA.

B. Application Restrictions

NIFA will evaluate applications using the criteria described in Part V of this RFA. Application for FY2020 is limited to the following applications types:

1. *New application*: New applications will be evaluated using the criteria described in Part V of this RFA and are subject to the due dates herein (see Appendix III for definition).
2. *Resubmitted application*: Resubmitted applications must include the respond 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. 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 RREA-NFF must meet all the requirements discussed in this RFA. Applications may only be submitted by 1862 (7 CFR 3430.2, 7 U.S.C. 301 et seq; and 7 U.S.C. 7601(1)) and 1890 land-grant institutions (7 U.S.C. 7601(2) and 7 CFR3430.2). Project Directors must have an extension appointment. An extension appointment is a formal appointment by an Extension Director/Administrator in the institution's cooperative extension service. 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 Grants Overview provides highly recommended information about grants and other resources to help understand the Federal awards process.

Duplicate or Multiple Submissions – duplicate or multiple submissions is not allowed. NIFA will disqualify both applications if an applicant submits duplicate or multiple submissions. For those new to Federal financial assistance, NIFA's Grants Overview provides highly recommended information about grants and other resources to help understand the Federal awards process.

B. Cost Sharing or Matching

No Match Required - The RREA-NFF has ***NO*** matching requirement. NIFA will not factor matching resources into the review process as an evaluation criterion.

PART IV. APPLICATION AND SUBMISSION

A. Method of Application

Applicants must apply to this RFA electronically; no other method or response is accepted. The electronic application for this RFA and additional resources are available on Grants.gov and Grants 101. **Table 4** provides instructions on how to obtain an electronic application. **Part II § 1** of the NIFA Grants.gov Application Guide (Application Guide) contains detailed information regarding the Grants.gov registration process.

Table 4. Steps to Obtain Application Materials

Steps	Action
Step One: Register	*New Users* to Grants.gov must register early with Grants.gov prior to submitting an application (Register Here).
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-OP-007352, 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 5: 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 *Key Information: Customer service business Hours 24/7, except federal holidays.*	Phone: 202-401-5048 *Key Information*: Business hours: Monday thru Friday, 7a.m. – 5p.m. ET, except federal holidays

B. Content and Form of the Application

The Application Guide is part of the corresponding application package for this RFA. The RFA overrides the Application Guide if there is a discrepancy between the two documents. NIFA will accept subsequent submissions to an application until the application deadline. However, 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 RFA. Applicants must refer to the proposal number when corresponding with NIFA. **Table 6** outlines other key instructions for applicants.

Table 6: Key Application Instructions

Instruction	References (All references are to the Application Guide)
Attachments must be in a portable document format (PDF) format.	**Part III § 3**
Check the manifest of submitted files to verify attachments are in the correct format.	**Part III § 6.1**
Conduct an administrative review of the application before submission.	**Part VII and**
Follow the submission instructions.	**Part IV § 1.5**
Provide an accurate email address, where designated, on the SF-424 R&R.	**Part IV § 1.5**

Contact the Grants.gov helpdesk for technical support, and keep a record of the correspondence.

Contact NIFA if applicant does not received correspondence from NIFA regarding an application within 30 days of the application deadline.

SF 424 R&R Cover Sheet. See **Part V § 2** and **Part V § 2.17**of the Application Guide for the required certifications and assurances.

SF 424 R&R Project/Performance Site Location(s). See **Part V § 3** of the Application Guide.

R&R Other Project Information Form. See **Part V § 4** of the Application Guide.

1. Field 7. Project Summary (PS)/Abstract. The PS must show how the project goals align with the project goals of the RREA-NFF. See **Part V § 4.7** of the Application Guide for instructions and suggested templates.
2. Field 8. Project Narrative (PN). The PN must not exceed 18 *1.5 spaced* pages of written text including all figures and tables (the font size for tables should be no smaller than 11 points, Times New Roman). The page limits outlined here ensure fair and equitable competition. Appendices to the PN are allowed if they are directly germane to the proposed project. Do not add appendices to circumvent the page limit. The PN must include all of the following:
    a. Title; Provide an appropriate title for the project.
    b. Subtitle; State the Priority Area (from Part I, Section B) that the proposal addresses.
    c. Introduction; The introduction should include a clear statement of the long-term goal(s) and supporting objectives for the proposed project, and the nature of the issue that the project is intended to address. Additionally, the first sentence of the

Introduction must specifically state the RREA cross-cutting issue(s) being addressed (refer to FY 2018-2022 RREA Strategic Plan).

d. Justification, Rationale, and Significance; Concisely present the justification for why this project is important to forest and rangeland owners at a national or regional scale and how they will benefit. New and innovative ideas, program delivery approaches, or products should be clearly and explicitly described. Demonstrate the feasibility of the proposed project through preliminary data.
e. Relevant Literature Review; Provide a narrowly-focused and concise review of relevant literature that supports the need and importance of the project (not to exceed 4 pages). For Priority #2, "Ensuring the Transfer of New Knowledge to Forest and Rangeland Owners and Managers," the literature review must include explicit and complete references to new, published information that will be the focus of the Priority #2 project being proposed.
f. Objectives; Include clear, concise, complete and logically arranged objective statements.
g. Approach; This section must include:
    1. Who are the project stakeholders and how they will be involved in the project and its evaluation;
    2. An Extension logic model (in the form of a figure) for the proposed project and a narrative description of the inputs, outputs, participants, short- and medium-term outcomes, and projected/estimated impacts (long-term outcomes).
    3. A description of the proposed outputs and activities and the sequence in which the activities are to be performed;
    4. How, when, and where the activities will be provided;
    5. Expected outputs;
    6. Expected outcomes;
    7. A timeline for the project; and
    8. A detailed evaluation plan for the project:
        i. For outputs, activities, participants, outputs, and outcomes – what will be measured, how, and when; and
        ii. How the evaluation results will be reported, where, and to whom.
h. Project Sustainability and Replication (if applicable); Describe plans for assisting other institutions/states/regions in replicating the project. Describe any plans for sustaining the project beyond the project period.

3. Field 12, Add Other Attachments. See **Part V § 4.12** of the Application Guide.

R&R Senior/Key Person Profile (Expanded). See **Part V § 5** of the Application Guide for profile requirements, details about the biographical sketch, and suggested support templates.

R&R Personal Data. This information is voluntary and is not a precondition of award (see **Part V § 6** of the Application Guide).

R&R Budget. See **Part V § 7** of the Application Guide. The budget must support the outputs and outcomes described in the logic model and in the Approach section. Provide a narrative justification for each of the budget lines. Include travel to the Association of Natural Resources Extension Professionals (ANREP) Biennial Conference and/or other professional meeting(s) where you will present the project and its accomplishments.

1. Match – If an applicant concludes that the matching requirements described under Part III § B of this RFA is not applicable to them; the applicant must include an explanation of their conclusion in the *budget justification*. NIFA will consider this justification when determining final matching requirements or if required matching can be waived. NIFA retains the right to make final determinations regarding matching requirements.
   Grants that require matching funds as specified under Part III § B of this RFA must list in their *budget justification* the matching sources, the identification of the entity(ies) providing the match, and the total pledged amount. A written verification of commitments of matching support (a pledge agreement) is not required. However, applicants are subject to the documentation, valuing and reporting requirements, as specified in 2 CFR Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (the Uniform Guidance)," and 7 CFR 3430, "Competitive and Noncompetitive Non-Formula Federal Assistance Programs – General Award Administrative Provisions."
2. Indirect costs (IDC) – Not permitted.

Supplemental Information Form. See **Part VI § 1** of the Application Guide.

1. Field 2. Program to which the applicant is applying. Enter the program name Renewable Resource and the program code ME. Accurate entry is critical.
2. Field 8. Conflict of Interest List. See **Part VI § 1.8** of the Application Guide.

Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants. This is required for corporate applicants. See **Part VI § 2** of the Application Guide for a description of the term, "corporation."

C. Funding Restrictions

RREA is an Extension-only program therefore research cannot be conducted with RREA-NFF funds. Pursuant to Section 1473 of the National Agriculture Research, Extension, and Teaching Policy Act of 1977, as amended, 7 USC 3319, indirect costs and tuition remission are not allowable costs under RREA-NFF projects, and no funds will be approved for this purpose. Further, costs that are a part of an institution's indirect cost pool (e.g., administrative or clerical salaries) may not be reclassified as direct costs for the purpose of making them allowable.

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 as set forth in this RFA. Second, a scientific peer- review process will be used to technically evaluate applications that meet 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, extension, or education fields, taking into account the following factors:

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

After each peer review panel has completed its deliberations, the responsible program staff of 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 AFRI 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 this RFA:

1. *Project Justification*
   a. The issue that the project will address is well-defined and described

2. *Project Merit*
    a. The proposed objectives, outputs, outcomes, and impacts are clearly described, adequate, and appropriate;
    b. The project utilizes theory-based non-formal adult education principles;
    c. The project approaches and procedures are original, clearly described, and feasible;
    d. The project is innovative in: focus, methodology, program delivery, audience and products; and
    e. The project outcomes and projected impacts are clearly stated, measurable, and achievable.
3. *Project Relevance*
    a. The proposal meets all of the requirements in the Project Narrative;
    b. Evidence that partners and stakeholders play an active role in setting project direction and involved throughout the course of the project;
    c. Planning and implementing methods for evaluating success of project activities and documenting potential impact in alignment with measurable short and midterm outcomes; and
    d. Demonstration of feasibility through preliminary and current relevant data.
4. *Project Personnel, Adequacy of Facilities and Equipment, Project Timeline, and Evaluation Plan*
    a. Roles of key personnel are clearly described;
    b. Project personnel have extensive and documented experience in developing, leading, managing and evaluating extension programs;
    c. Detailed, logical, and achievable timeline of project activities from project initiation through project completion and submission of final report;
    d. Clear evidence of staff and budget resources to plan and conduct the project evaluation; and
    e. Evidence of institutional capacity, competence, and experience in the proposed area of work is provided.

C. Organizational Management Information

Applicants must submit specific management information relating to an applicant prior to an award, and update the information as needed. Applicants may only have to update their information if they had previously provided the 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 RFA. 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 RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable federal cost principles, USDA assistance regulations, and NIFA General Awards Administration Provisions,7 CFR part 3430, subparts A through E.

Award Notice. The award document will provide pertinent instructions and information as described in 2 CFR 200.210 (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 RFA (some are listed here: Federal Regulations). Unless specifically noted by statue or award-specific requirements, NIFA Policy Guide applies to all NIFA awards.

C. Expected Program Outputs and Reporting Requirements

The output and reporting requirements are included in the award terms and conditions (see terms and conditions for information about NIFA award terms). If there are any program or award-specific award terms, they will be identified in the award.

Grantees are to use REEport, NIFA's electronic, web-based inventory system to submit an initial project initiation which documents expected products and outcomes of the project. Additionally, an annual progress report documenting realized project outcomes must be submitted to the electronic system. The web-based system facilitates an electronic workflow between grantees and NIFA for project accomplishments to be easily searchable and allows for public access to information on Federally-funded projects. The details of these reporting requirements, including those specific to the annual and final technical reports, are included in the award terms and conditions.

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 requiring);
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 45 CFR Part 75 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,
5. Part 31, Contract Cost Principles and Procedures;
6. Transfer of funds budgeted for participant support costs to other categories of expense (§200.75 Participant support costs);
7. Sub-awarding, transferring or contracting out of any work under a federal award, including fixed amount sub-awards (see §200.332, 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;
8. Changes in the approved cost-sharing or matching provided by the non-federal entity; and
9. The need for additional federal funds to complete the project.

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.

APPENDIX I: AGENCY CONTACT

Programmatic Contact

Name	Email	Telephone	Fax
James P. Dobrowolski	James.dobrowolski@usda.gov	816-926-1630	
Daniel Cassidy	Patrick.cassidy@usda.gov	816-926-1490	
Rodney Vance	Rodney.vance@usda.gov	816-926-1490	
Eric Norland (National Science Liaison)	Enorland @usda.gov	(202) 505-0362	

NIFA's Mailing Address:
National Institute of Food and Agriculture
US Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131

APPENDIX II: GLOSSARY OF TERMS

Name	Acronyms
Authorized Organizational Representative	AOR
Association of Natural Resources Extension Professionals	ANREP
Authorized Representative	AR
Agricultural Research, Extension, and Education reform Act of 1998	AREERA
Catalog of Federal Domestic Assistance	CFDA
Data Management Plan	DMP
National Institute of Food and Agriculture	NIFA
Project Director	PD
Principal Investigator	PI
Request for Application	RFA
Research, Education, and Economics	REE
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.

Terms	Definitions
Matching	The process through which a grant recipient match awarded USDA funds with cash and in-kind contributions on a dollar-for-dollar basis. The matching funds must derive from non-Federal sources.
New Application	An application not previously submitted to a program.
Rangeland	Land supporting indigenous vegetation that either is grazed or that has the potential to be grazed, and is managed as a natural ecosystem. Rangeland includes grasslands, savannas, graspable forestlands, shrub lands, pasturelands, many deserts, tundra, alpine communities, marshland and meadows.
Resubmitted Application	A project application that was previously submitted to a program, but the application was not funded.
For the purpose of this program, the following additional definition is applicable:	
Rangeland	Rangeland means land supporting indigenous vegetation that either is grazed or that has the potential to be grazed, and is managed as a natural ecosystem. Rangeland includes grasslands, savannas, graspable forestlands, shrub lands, pasturelands, many deserts, tundra, alpine communities, marshland and meadows.