Animal and Plant Health Inspection Service
U. S. DEPARTMENT OF AGRICULTURE

National Animal Disease Preparedness and Response Program (NADPRP) Fiscal Year 2027 INDUSTRY Preparedness Notice of Funding Opportunity

Funding Opportunity Title: National Animal Disease Preparedness and Response Program (NADPRP) FY 2027 Industry Preparedness Funding Opportunity

Funding Opportunity Number: USDA-APHIS-10025-VSSP0000-27-0001

Publication Date: November 5, 2026

Application Due Date: January 7, 2027**,** at 11:59 PM Eastern Time

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1.0 BASIC INFORMATION

Federal Agency Name: United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Veterinary Services (VS)

Funding Opportunity Title: National Animal Disease Preparedness and Response Program (NADPRP) FY 2027 Industry Preparedness Funding Opportunity

Announcement Type: Initial Announcement

Funding Opportunity Number: USDA-APHIS-10025-VSSP0000-27-0001

Assistance Listing Number: 10.025

Type of Federal Assistance: APHIS will use *Cooperative Agreements* to provide federal awards to successful applicants.

Type of Application: *New applications* will be competitively reviewed using the selection process and evaluation criteria described in Section 6.0.

Available Funding: APHIS will make available up to $40,000,000 in funds to support NADPRP projects in FY27. APHIS anticipates awarding approximately 15 - 20 awards, each ranging from $500,000 to $4,000,000.

KEY DATES:

Application Deadline: Thursday, January 7, 2027 at 11:59 p.m. Eastern Time, through ezFedGrants.

Anticipated Award notification: APHIS anticipates that applicants of proposals selected to receive funding will be notified within 150 days of the application deadline.

Anticipated Project Start Dates:

APHIS anticipates the performance period for cooperative agreements to begin between July 1, 2027 and August 31, 2027 and end no later than 36 months after the start date. AHPIS expects applicants to complete their projects within the required performance period, unless otherwise approved in writing by APHIS.

1.1 EXECUTIVE SUMMARY

The USDA Animal and Plant Health Inspection Service (APHIS) Veterinary Services (VS) announces the availability of up to $40,000,000 in funding through the One Big Beautiful Bill Act (OBBBA) and the 2018 Farm Bill for the **National Animal Disease Preparedness and Response Program FY 2027 Industry Preparedness Funding Opportunity**. Through NADPRP, APHIS partners with eligible entities to provide financial support for high-value projects to prevent or mitigate the introduction and spread of foreign and emerging animal diseases that pose significant risks to U.S. agriculture.

The purpose of the NADPRP FY 2027 Industry Preparedness Funding Opportunity is to enhance producers' and industry readiness for high-consequence foreign animal disease (FAD) outbreaks by strengthening prevention, preparedness, response, and recovery knowledge and capabilities.

This competitive funding opportunity is open to livestock producer organizations and veterinary organizations. To receive consideration, applicants must meet all eligibility and submission

requirements outlined in this announcement and address the funding priorities identified in Section 3.3. All applications will be evaluated according to the review criteria described in Section 6.0.

Applicants and stakeholders should be aware that APHIS is concurrently announcing the National Animal Disease Preparedness and Response Program FY 2027 State Preparedness funding opportunity.

Additional information on both FY 2027 NADPRP competitive funding opportunities, including eligibility requirements, application instructions, and supporting resources, is available on the APHIS Funding Opportunities website and USDA APHIS NADPRP website.

1.2 2027 HIGHLIGHTS AND CHANGES

Below are highlights of major changes from the FY 2025 NADPRP competitive funding opportunity:

- This Notification of Funding Opportunity (NOFO) was reorganized following the recent changes to the Uniform Guidance, Appendix I to Part 200, Title 2. The sections and layout have been revised for consistency with other federal NOFOs.
- Eligible entities are limited to livestock producer organizations and veterinary organizations. See Section 2.1.
- Eligible applicants are encouraged to submit only one proposal to this funding opportunity. Proposals may address more than one funding priority topic. See Section 2.2.
- Applicants are encouraged to develop collaborative proposals that include subawards or contracts to qualified partners, including States, Tribes, Tribal organizations, universities, schools of veterinary medicine, NAHLN laboratories, livestock producer organizations, veterinary organizations, and other entities with demonstrated expertise or involvement in foreign animal disease prevention and response activities.
- Projects awarded funding must be completed within 36 months. The period of performance will depend on the nature of the work; one to three years from date of award is typical. See Section 3.4.
- All required documents described in Section 4.1 must be submitted by the application deadline shown in Section 5.4. Application packages that are missing required documents will not be considered.
- Applicants must submit their Work Plan and Financial Plan using the new, OMB-approved NADPRP Work Plan Template and Financial Plan Template. See Section 4.1.
- For awarded projects, Recipients must submit performance and financial reports semi-annually throughout the life of the project. Semiannual reports are due 30 days after the reporting period. See Section 8.2.

1.3 TIMING TO OBTAIN & SUBMIT EZFEDGRANTS REQUIRED ELEMENTS

Required Action	Timing to Obtain/Submit
APHIS Deadline to receive final application and all supporting materials through ezFedGrants	January 7, 2027, at 11:59 p.m. Eastern Time
Obtaining your Organization's UEI Number from SAM.gov (if you do not already have one)	Same Business Day
Establishing your Active SAM.gov Account (if you do not already have one)	Up to 10 business days
Additional time for SAM.gov account to become available in ezFedGrants	24 Hours
Creating your ezFedGrants profile and registering your Authorized Organizational Representative (AOR) authorization (if not already active)	Up to 10 business days

1.4 AGENCY CONTACT INFORMATION

NADPRP Information: Resources and information on NADPRP that may be helpful to applicants, including descriptions of funded projects and required application forms, can be found on the USDA APHIS NADPRP website. After closely reviewing this NOFO in its entirety, applicants and other interested parties that have questions may contact the NADPRP staff by e-mail at vs.nadprp@usda.gov.

ezFedGrants Information: Information on USDA's ezFedGrants management system can be found on the website: https://www.usda.gov/about-usda/general-information/staff-offices/office-chief-financial-officer/ezfedgrants. Questions or requests for technical assistance with the ezFedGrants portal can be emailed to ezFedGrants-cfo@usda.gov.

2.0 ELIGIBILITY

Applicants and Applications must meet the criteria in this section and Section 6 to be eligible for review and funding.

2.1 ELIGIBLE APPLICANTS

Eligible applicants are:

- State or national livestock, poultry, or aquaculture producer organizations with direct and significant economic interest in livestock, poultry, or aquaculture production
- State, national, allied, or regional veterinary organizations or specialty boards recognized by the American Veterinary Medical Association

2.2 OTHER ELIGIBILITY CONSIDERATIONS

LIMIT ON NUMBER OF APPLICATIONS: An eligible institution may submit up to three applications. To streamline administration of multiple awards, NADPRP encourages applicants to submit one comprehensive proposal that includes all proposed work. Proposals may address multiple funding priority topics (see Section 3.3).

FUNDING RESTRICTIONS including unallowable costs, indirect cost cap, and cost restrictions, are provided in the NADPRP Guidelines for Use of Funds and in the 2 CFR § 200 described in 2 CFR Subpart E, Cost Principles – General Provisions for Selected Items of Cost.

Funds may not be used in any way as prohibited by applicable law or regulations, to include 2 CFR § 200. Awards issued pursuant to this NOFO may only be used for the purpose set forth in the award, consistent with the statutory authority for the award.

2.3 COST SHARING

Cost sharing, matching, or cost participation is not required for NADPRP projects. If an applicant includes contributions as part of a cost share in their budget proposal and it is accepted by APHIS, the commitment of funds becomes legally binding, must be reported on the SF-425, and is subject to audit. Additional information about cost sharing is available in the NADPRP Guidelines for Use of Funds.

3.0 PROGRAM DESCRIPTION

3.1 LEGISLATIVE AUTHORITY

The NADPRP program is authorized under Section 12101 of the Agriculture Improvement Act of 2018 (aka “2018 Farm Bill”).

3.2 FUNDING OPPORTUNITY DESCRIPTION

Program Purpose: Through the NADPRP program, APHIS provides funds to support high-value projects that will help strengthen capabilities to prevent, detect, and mitigate the introduction and spread of foreign and emerging diseases and pests that threaten U.S. animal agriculture. APHIS makes funding available to support projects in animal disease and pest preparedness and response priority topic areas that are identified through consultation with eligible entities and stakeholders. Additional details about the program are available on the USDA APHIS NADPRP website. Program objectives specific to this funding opportunity align with the funding priorities described in Section 3.3.

Expected Outcomes: Projects funded under this announcement are expected to enhance producers’ and industry readiness for high-consequence foreign animal disease outbreaks by strengthening prevention, preparedness, response, and recovery knowledge and capabilities.

Performance Goals: Performance goals, indicators, targets, baseline data, and data collection will depend on the priority topic or topics addressed and will be tailored to the specific project. Upon selection for funding, APHIS will consult with recipients to ensure they identify appropriate performance goals, indicators, targets, baseline data, and data collection to successfully implement the project as outlined in the Work Plan.

3.3 FUNDING PRIORITIES

APHIS will consider project proposals that clearly and directly support one or more of the funding priority topics below.

Applicants should refer to Appendix A for details about each topic and project examples.

OVERVIEW

1. **COMMUNICATION ON FAD PREVENTION, PREPAREDNESS, RESPONSE, AND RECOVERY**
   Projects that develop and deliver outreach and education on animal disease prevention, animal disease traceability, early disease detection, disease reporting, and other animal disease preparedness and response topics to support the livestock industry.
2. **TRAINING AND EXERCISES**
   Projects that will build the livestock industry's FAD prevention, preparedness, response, and recovery capabilities through training and exercises.
3. **BIOSECURITY**
   Projects that improve biosecurity for any type or size of livestock operations, including backyard operations and livestock commingling sites (e.g., markets and auctions). Projects may also address any aspect of transportation biosecurity related to the livestock industry.
4. **ANIMAL MOVEMENT AND CONTINUITY OF BUSINESS**
   Projects that will improve the accuracy and speed of animal movement data collection and sharing with State and federal officials to support animal disease traceability during outbreaks, particularly for animals having moved through a livestock market and other livestock aggregation locations. Projects may also address items that will improve continuity of business.
5. **APPLIED RESEARCH TO IMPROVE FAD PREPAREDNESS AND RESPONSE**
   Projects to carry out applied research where outcomes are likely to provide clear and direct value to livestock producers during an animal disease outbreak. Examples include projects that will improve depopulation, disposal, decontamination methods and research to support safe animal movement during FAD outbreaks.

3.4 FEDERAL AWARD INFORMATION

Type of Assistance Instrument: Awards will be funded via cooperative agreements.

Federal Involvement: APHIS will have substantial involvement in the administration and implementation of these agreements. APHIS will work closely with project recipients by providing ongoing guidance, reviewing and commenting on project documents, monitoring progress, and maintaining regular communication to ensure timely advancement of project activities. This collaboration will include jointly identifying obstacles, resolving concerns, and refining project approaches as needed. Performance goals and data collection requirements will be tailored to each project, and upon selection for funding, APHIS will actively consult with recipients to establish appropriate performance goals, indicators, targets, and data collection methods to support successful project implementation as outlined in the Work Plan.

Period of Performance: Projects must be completed within 36 months. The period of performance will depend on the nature of the work; one to three years from date of award is typical. Funding will not be allowed, nor activities approved to occur, either before or after the designated period of performance. Pre-award costs and activities are rarely approved. If any work must occur before the agreement is awarded, a formal pre-award request must be submitted and approved in advance.

APHIS anticipates that work covered under these agreements will start between July 1, 2027 and August 31, 2027, but flexibility may be allowed to accommodate specific needs. APHIS encourages applicants to anticipate this date range when developing their project schedule. Agreements that include IT-related costs may require additional review prior to award execution.

APHIS expects applicants to complete their projects within the required performance period. APHIS encourages applicants to take the full performance period to allow enough time to complete projects. However, a project may be completed before the scheduled performance period end date. The applicant must indicate the start date and end date on Block 17 of the SF-424 "Application for Federal Assistance".

Award Size: Award size varies by project type. Applicants must include a budget narrative in their Work Plan that explains, justifies, and provides details about all costs in the project budget (Financial Plan and SF-424A). APHIS anticipates awards ranging from $500,000 to $4,000,000.

3.5 ALLOWABLE AND UNALLOWABLE COSTS

All APHIS awards are subject to the general terms and conditions, cost principles, allowable and unallowable costs, direct and indirect costs, cost share and matching, and other considerations as described and defined in the NADPRP Guidelines for Use of Funds for APHIS Veterinary Services Farm Bill Cooperative Agreements and 2 CFR Subpart E, Cost Principles – General Provisions for Selected Items of Cost. All applicants must submit a detailed Financial Plan that adheres to the documents referenced above.

For information on UAS/Unmanned drones, see Section 8.1 and must comply with M-26-02 Ensuring Government Use of Secure Unmanned Aircraft Systems and Supporting United States Producers.

3.6 INDIRECT COSTS

Indirect costs for NADPRP cooperative agreements are limited to no more than 10 percent of the project's total costs or the application of the applicant's negotiated indirect cost rate agreement (NICRA), whichever is less. This limit also applies to sub-applicants (subawards). Eligible Applicants and Sub-awardees who include indirect costs in their financial plan must follow the instructions in NADPRP Guidelines for Use of Funds to calculate indirect costs.

Applicants with an active NICRA must include a copy of the NICRA in their application.

3.7 SUBAWARDS

The applicant may subaward, contract, and/or consult with a non-Federal entity when additional expertise, capabilities, or resources are needed to complete the proposed project and are not available within the applicant organization.

Contractual agreements and subawards may be selected through either competitive or non-competitive processes. When a non-competitive selection is used, the applicant must provide a

clear and justified rationale for this approach. Contractual and subaward activities must be conducted through a procurement relationship with an individual or organization other than the applicant.

Recipients must obtain written approval from APHIS prior to issuing subawards or contracts (including any similar forms of agreement) regarding any segment of a funded award. Requests for prior approval must be in writing and identify the subrecipient or contractor, authorized activities, and all anticipated costs. If all such elements are identified in a budget or budget narrative at time of application, approval of the award constitutes prior written approval of the subaward or contract.

Please note that all costs allowed for subawards must be allowable costs per this NOFO. For example, if a cost is unallowable per this NOFO and associated regulations, it is also unallowable for subawards. Using cooperative agreement funds to fund programs or to activities that are not central to the purpose of the project or for unknown costs is unallowable.

Please refer to the USDA General Terms and Conditions and 2 CFR § 200 for complete information on requirements for subawards, primarily 2 CFR § 200.331 and 2 CFR § 200.332.

4.0 APPLICATION CONTENT AND FORMAT

Applicants MUST submit the required documentation in the appropriate format as listed in this section. Before applying, applicants must read the NOFO in its entirety to fully understand the program requirements. Pre-applications, letters of intent, or white papers are not required. For information on obtaining application templates and forms, see Section 5.1.

The application checklist below provides the mandatory documents for an application package. The total size of all PDF attachments cannot exceed 20 MB.

4.1 APPLICATION CHECKLIST

All application packages must include the documents listed below. Proposals with missing or significantly incomplete documents will be rejected (see Section 6.0).

Required Documents:

- ☐ Project proposal WORK PLAN developed using the new, OMB-approved NADPRP Work Plan Template. *See below.*
- ☐ Project proposal FINANCIAL PLAN developed using the new, OMB-approved NADPRP Financial Plan Template. *See below.*
- ☐ SF-424, “Application for Federal Assistance” - Completed when applying to the funding opportunity in ezFedGrants. See Appendix D.
- ☐ SF-424A, “Budget Information – Non-Construction Programs” – Completed when applying to the funding opportunity in ezFedGrants. See Appendix D
- ☐ Certification Regarding Lobbying - Required if the Federal Assistance is greater than $100,000.
- ☐ Disclosure of Lobbying Activities (SF-LLL) - Required if the Federal Assistance is greater than $100,000 and there are activities to report.
- ☐ Copy of the current signed Negotiated Indirect Cost Rate Agreement (NICRA), if indirect costs are claimed and if the applicant has a NICRA. See Section 3.6.

- ☐ Waiver or approval response letter from the State's Single Point of Contact (SPOC) if the applicant's project operates in a State that is required to comply with Executive Order 12372, Intergovernmental Review of Federal Programs. If the project operates in multiple States, the SPOC of each State in which the project will operate must be contacted by the applicant. See Section 5.5

Optional Documents:

- ☐ Letter(s) of Commitment from Partners and Collaborators. *See below.*
- ☐ Letter(s) of Support. *See below.*

Applicants should refer to Appendix C: Tips for Applicants when preparing a proposal package for submission. For instructions on completing forms SF-424 and SF-424A, refer to Appendix D: Completing Forms SF-424 and SF-424A.

Project Proposal Work Plan

Applicants must submit a project proposal Work Plan that provides details on all aspects of the project. Applicants are required to use the new, OMB-approved NADPRP Project Work Plan Template. Work Plans submitted using any other format, or using older templates, will not be accepted.

Applicants should **briefly summarize** the relevant professional experience of the project leader(s) in the Work Plan instead of attaching curriculum vitae (CV's) or resumes.

Applicants must describe support needed from VS personnel to accomplish their project in the Work Plan. Support may include participation by VS personnel in events associated with the project (e.g., exercises, workshops, planning meetings) or services to be provided by VS subject matter experts (e.g., data, information, analyses) to complete the project.

Work Plans should not exceed 20 pages and must be submitted in PDF format. Refer to Appendix C: Tips for Applicants for more information.

Project Proposal Financial Plan

Applicants must submit a project proposal Financial Plan that includes details about the project budget. Applicants are required to use the new, OMB-approved NADPRP Financial Plan Template. Financial Plans submitted using any other format, or using older templates, will not be accepted. When preparing a Financial Plan, applicants must comply with the guidance and funding restrictions described in Section 2.2. Financial Plans must be submitted in PDF format. Information in the Financial Plan must match the funding and budget information in the SF-424, SF-424A, and Work Plan. Refer to Appendix C: Tips for Applicants for more information.

Letters of Commitment

Letters of commitment from partners or collaborators are not required at the time of application but may be included. A letter of commitment is a formal document from a partner or collaborator expressing their intention to carry out work on the proposed project. It serves as a preliminary agreement that outlines key details such as the parties involved, the scope of the commitment, timelines and any associated conditions. If included, letters of commitment should be uploaded in PDF format as attachments in the ezFedGrants system. If selected for funding and applicable, APHIS may require letter(s) of commitment prior to the award.

Letters of Support

Letters of support are not required but may be included. A letter of support is a formal endorsement of a proposal from a person or organization that is not significantly involved in carrying out and may or may not benefit from the proposed work. Letters of support from State / Tribal animal health officials or livestock producer organizations are helpful for some types of projects. If included, letters of support should be uploaded in PDF format as attachments in the ezFedGrants system. **Applicants should not request letters of support from APHIS VS employees**; NADPRP will solicit input from APHIS VS experts during the review process.

National Veterinary Stockpile Resources: Applicants may not use resources provided by the USDA APHIS National Veterinary Stockpile to complete their projects.

4.2 INFORMATION REQUIRED FROM SELECTED APPLICANTS

If selected for funding, APHIS will work with the Applicant to review the proposed scope of work, budget, and supporting documents, and will negotiate revisions as needed and feasible. Applicants may be required to submit updated project documents. Failure to provide requested information in a timely manner may result in the project not being funded.

5.0 SUBMISSION REQUIREMENTS AND DEADLINES

5.1 OBTAINING AN APPLICATION PACKAGE

All application materials and instructions are available through this announcement. Application materials are also available through the ezFedGrants website or Grants.gov by searching under either the Assistance Listing number “10.025” or the Funding Opportunity Number “USDA-APHIS-10025-VSSP0000-27-0001”.

5.2 UNIQUE ENTITY IDENTIFIER (UEI), SYSTEM FOR AWARD MANAGEMENT (SAM) ACCOUNT, AND EZFEDGRANTS ACCOUNT

Applicants MUST have a Unique Entity Identifier (UEI), an active SAM.gov account and an ezFedGrants account to apply. **Applicants are strongly advised to start the SAM and ezFedGrants registration processes immediately to allow enough time to meet the application submission deadline**. Instructions for SAM registration and ezFedGrants registration are available in Appendix B: New Applicant Information and APHIS’ How to Apply for APHIS Funding: Getting Started website.

System for Award Management (SAM)

All applicants are required to register in SAM prior to submitting a proposal for this funding opportunity, provide a valid unique entity identifier (UEI) in the application, and always maintain an active SAM registration with current information during the application process and award period of performance. This does not apply if the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR 25.110. To register, go to the SAM website. **During the SAM registration process, it is mandatory to complete the Financial Assistance Certification Report to receive federal financial assistance.** Please allow up to 10 business days to complete the registration in SAM.gov. Registration is free. Frequently Asked Questions, user

guides, demonstration videos, etc. can be found at the SAM website, under the "SAM.gov | Help" tab.

Your organization will need a UEI which is a 12-character alphanumeric ID assigned to an entity by SAM.

ezFedGrants

Once your registration in SAM becomes active, allow 24 additional hours for your account to become available in other federal government systems (like ezFedGrants). All applicants MUST have an active account in the USDA ezFedGrants system to submit their application. To register, go to the ezFedGrants website. Applicants that already have an active account in USDA's ezFedGrants system should verify that their account is active to ensure they can apply and avoid last-minute delays.

5.3 SUBMISSION INSTRUCTIONS

Only electronic submission of application packages through ezFedGrants will be accepted. APHIS encourages applicants to begin the application process early.

Application packages must be complete; incomplete application packages will not be accepted. See Section 4.1: Application Checklist.

Applicants who encounter technical difficulties should reach out to the ezFedGrants Help desk (ezFedGrants-cfo@usda.gov) or to NADPRP (vs.nadprp@usda.gov) at least 3 business days prior to the application deadline for assistance.

5.4 SUBMISSION DATE AND TIME

Applicants must submit applications electronically via ezFedGrants by 11:59 PM Eastern Time on January 7, 2027. Late application packages will not be accepted.

5.5 INTERGOVERNMENTAL REVIEW

If selected and applicable, States that are required to comply with Executive Order 12372, Intergovernmental Review of Federal Programs, will need to include a waiver or approval response letter from the State's Single Point of Contact (SPOC). Check the Intergovernmental Review (SPOC List) (usda.gov) for the most current list of required States for APHIS CFDA 10.025.

6.0 APPLICATION REVIEW INFORMATION

This is a competitive funding opportunity restricted to eligible applicants listed in Section 2.1. All applications will go through a review process as described in the following sections.

6.1 INITIAL REVIEW (INITIAL SCREENING)

Each application is initially reviewed for completeness, as well as compliance with eligibility criteria described in Section 2.1. If an application does not meet these requirements, it is removed from consideration. An application package must meet these initial screening criteria to be eligible for consideration.

- Application package must be submitted by an eligible entity. See Section 2.1.

- Proposal Work Plan must clearly and directly address one or more funding priority. See Section 3.3 and Appendix A.
- The proposal Work Plan and Financial Plan must be developed using the required NADPRP Work Plan and Financial Plan templates. See Section 4.1.
- Application package must include all required documents. See Section 4.2.
- Application package must comply with the submission instructions. See Section 5.3.
- Application package must be submitted by the application deadline described. See Section 5.4.

6.2 MERIT REVIEW (REVIEW PROCESS AND CRITERIA)

Applications that pass the initial review screening are evaluated for their overall merit by a team of subject matter experts nominated by VS. Each team evaluates assigned applications using instructions prepared by VS NADPRP program administrators. Individual reviewers score each application using the Review Criteria shown. The review team may seek counsel from additional subject-matter experts as appropriate. The VS NADPRP program administrators use the review team's scores and recommendations as the basis for selecting applications to go on to the administrative review (Section 6.3).

Review Criteria
Proposals will be evaluated based on the criteria listed below. Applicants should explicitly address these criteria in their application. The weighted percentage of each criterion is listed in parenthesis; sub-criteria are equally weighted within each criterion.

Alignment and Purpose (35%)
- Demonstrates alignment with one or more funding priorities in Appendix A, including the strength and relevance of that alignment.
- Identifies the problem or need the project will address, why it is important, and why funding is justified.
- Provides a well-defined project purpose, scope, and target audience, with strong justification of the value to the project's goals.

Project Design and Feasibility (25%)
- Provides a clear and well-organized work plan with **objectives** that are specific, meaningful, and realistic.
- Describes detailed **activities** that directly support each objective and explains how these activities will lead to the intended results.
- Identifies the expertise needed and each person's role. If partners or collaborators are involved, explain how they will strengthen the project.

Budget and Resource Justification (20%)
- Describes how each project cost is necessary to achieve the project's objectives.
- Demonstrates that the budget is reasonable and appropriate for the proposed work and expected results.

Expected Impact (20%)
- Delivers high-quality **products**, such as reports, educational materials, publications, training, exercises, or workshops.

- Provides meaningful and measurable **outcomes** that are expected to benefit the target audience.

6.3 ADMINISTRATIVE REVIEW (SELECTION PROCESS AND RISK REVIEW)

VS will conduct a final administrative evaluation of each application that is recommended for funding by the review team. In addition to reviewer's scores and recommendations, VS reviews each application to ensure that potential recommended projects align with the scope and requirements of this NOFO, allowability of budget items, current critical FAD response needs and priorities of American livestock producers, available funding, geographic coverage / variety, and potential redundancy with projects funded through other federal awards. VS will work with top-scored applicants to negotiate any revisions if necessary. VS will also assess an organization to account for the use of Federal funds and monitor the performance associated with these awards using the guidance provided in Risk Review information below.

APHIS has final authority in determining which projects are funded for this initiative. A project may be selected for partial funding of specific objectives or activities within a proposed Work Plan, based on reviewer recommendations.

Risk Review

During the application review process, APHIS will conduct a risk assessment for applicants that pass the initial screening described in Section 6.1. Applicants will be verified in the System for Award Management (SAM) to ensure they have not been disbarred or suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. APHIS may not issue a federal award to an applicant until the applicant has complied with all applicable unique entity identifiers and SAM requirements. If an applicant has not fully complied with the requirements, APHIS may determine that the applicant is not eligible to receive a federal award. When anticipated total federal share exceeds the simplified acquisition threshold, APHIS is required to review and consider information about the applicant included in the designated integrity and performance system accessible through SAM. An applicant, if desired, may review and comment on any information about their organization previously entered and currently in the system. When completing the risk assessment, APHIS will consider applicant comments in addition to other information in the designated integrity and performance system to assess applicant's integrity, business ethics, and record of performance under federal awards. For additional information refer to 2 CFR § 200.206.

If the applicant is found to present significant risk, APHIS may choose not to fund the application or place specific conditions on the award. For additional information refer to 2 CFR § 200.208.

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

Subrecipient(s) selected must undergo risk assessment reviews as detailed in 2 CFR Part § 200.205 to receive the subaward. Recipient procurements shall be in accordance with 2 CFR Part § 200.317 or 2 CFR Part § 200.318, as applicable.

7.0 AWARD NOTICES

All applicants will be notified by email stating whether their application has been selected for award after the list of awarded projects is approved by the Secretary of Agriculture and announced by USDA

APHIS. APHIS will notify the individual listed on the SF-424 “Application for Federal Assistance” in block 8.f.

If selected, VS will work with applicants to negotiate any revisions if necessary and possible. APHIS may award less than the requested amount of funds for a project, and in these cases, applicants may accept or decline the award that is offered. If applicants accept a reduced funding level, they will need to submit a revised application that addresses reviewer concerns and aligns with the suggested award amount. APHIS will provide additional guidance to applicants in these situations.

Failure to provide requested information in a timely manner may result in a project not receiving funding.

Applicants selected for funding will receive detailed instructions for completing the Notice of Award in ezFedGrants. The Notice of Award will include all pertinent information and requirements, including those specified in the USDA General Terms and Conditions. Applicants not selected for funding will be notified via ezFedGrants after the selections are made public.

Awards will be executed as soon as possible after the awarded projects are announced.

Press releases and email notifications do *not* authorize work to begin. Work may only start after the Notice of Award is electronically signed in ezFedGrants by all required signatory officials. Pre-awards may be requested if there is urgency to begin work before the award can be executed. Applicants need to be aware that beginning performance is at the applicant’s own risk.

8.0 POST-AWARD REQUIREMENTS AND ADMINISTRATION

8.1 ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

Additional requirements that apply to successful applicants can be found at 2 CFR Subtitle B, Chapter IV. Successful applicants also must comply with the APHIS General Terms and Conditions, USDA General Terms and Conditions, the approved project Work Plan, and the approved project Financial Plan on the USDA APHIS NADPRP website. (APHIS will add jump links to work and financial plan templates once approved)

Successful applicants, and any contracts issued under the award, must ensure that all required geospatial data complies with USDA Department Regulation DR-3465-001 and the Geospatial Metadata Standards outlined in DM 3465-001.

Before accepting an award, applicants should thoroughly review all award documents for instructions on administration and applicable terms and conditions. By signing the Notice of Award, the recipient agrees to all conditions in this funding opportunity and any Special Terms and Conditions included in the Notice of Award.

For applicants that may need assistance with import or agent permits or meeting other regulatory requirements, APHIS will provide direct assistance and support to execute approved projects.

Drones or Unmanned Aircraft Systems (UAS) must be acquired in alignment with the National Defense Authorization Act of 2024 (H.R. 2670), the Blue UAS Cleared List and M-26-02 Ensuring Government Use of Secure Unmanned Aircraft Systems and Supporting United States Producers .

Applicants are prohibited from purchasing of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR Part 200.216).

APHIS 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 APHIS 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.

8.2. REPORTING REQUIREMENTS

Recipients must submit semi-annual and final reports as specified in the Notice of Award and in the APHIS General Terms and Conditions. All reports must be submitted through ezFedGrants.

Semiannual Reports: Recipients must submit semiannual performance reports and semi-annual financial reports (SF-425) in the ezFedGrants system. Semiannual reports are due 30 days after the reporting period.

Final Reports: Final performance and financial reports, and applicable closeout documentation, must be submitted within 120 days after the end of the performance period or after an amendment has been issued to close out the cooperative agreement, whichever comes first. Recipients must submit a final financial report and final progress report detailing all accomplishments and a qualitative summary of the impact of those accomplishments throughout the period of performance. Recipients are encouraged to include photographs and other supplemental material in the performance report.

For awards in which the total lifetime value exceeds $500,000, additional reporting may be required as described in Appendix XII to 2 CFR 200.

Subaward and Contract Reporting: If selected for funding, the primary applicant will maintain the oversight and reporting responsibility as the AOR for any subawards or contracts. See 2 CFR § 200.331 for more information.

Subaward and Executive Compensation Reporting: If selected for funding, applicants must ensure that they have the necessary processes and systems in place to comply with the subaward and executive compensation reporting requirements established at 2 CFR § 170.

9.0 OTHER INFORMATION

The USDA is not obligated to make any awards as a result of this announcement nor to make any changes to future announcements. Only the APHIS Authorized Departmental Officer can bind the Government to an expenditure of funds, and this obligation of funds shall only occur in writing by authorized officials and under the approved USDA, APHIS Cooperative Agreement format.

9.1 DEFINITIONS

Livestock: This announcement uses definitions as described in Section 8302 of the Animal Health Protection Act. Per the Animal Health Protection Act 7 (USC Ch. 109), the term “livestock” includes

"all farm-raised animals" and includes poultry, equines, farm-raised aquatic animals, and other traditional and non-traditional farm-raised animals.

9.2 PAPERWORK REDUCTION

The NADPRP Work Plan Template and Financial Plan Template are required for all applicants. See Section 4.1. These templates were reviewed by the United States Office of Management and Budget (OMB) to ensure compliance with the Paperwork Reduction Act of 1995 and assigned OMB control numbers. The time required to complete this information collection is estimated to average 1.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden statement or any other aspect of this information collection, including suggestions for reducing this burden, to APHIS.PRA@usda.gov.

APPENDIX A. FUNDING PRIORITY TOPICS

In this funding opportunity, APHIS will consider project proposals that support efforts led by livestock producer groups and veterinary organizations that will strengthen livestock producers' abilities to prevent, prepare for, respond to, and recover from FAD outbreaks. APHIS will prioritize funding to proposals that target one or more of the funding priority topics described below.

Overview

1. **COMMUNICATION ON FAD PREVENTION, PREPAREDNESS, RESPONSE, AND RECOVERY**
   Projects that develop and deliver outreach and education on animal disease prevention, animal disease traceability, early disease detection, disease reporting, and other animal disease preparedness and response topics to support the livestock industry.
2. **TRAINING AND EXERCISES**
   Projects that will build the livestock industry's FAD prevention, preparedness, response, and recovery capabilities through training and exercises.
3. **BIOSECURITY**
   Projects that improve biosecurity for any type or size of livestock operations, including backyard operations and livestock commingling sites (e.g., markets and auctions). Projects may also address any aspect of transportation biosecurity related to the livestock industry.
4. **ANIMAL MOVEMENT AND CONTINUITY OF BUSINESS**
   Projects that will improve the accuracy and speed of animal movement data collection and sharing with State and federal officials to support animal disease traceability during outbreaks, particularly for animals having moved through a livestock market and other livestock aggregation locations. Projects may also address items that will improve continuity of business.
5. **APPLIED RESEARCH TO IMPROVE FAD PREPAREDNESS AND RESPONSE**
   Projects to carry out applied research where outcomes are likely to provide clear and direct value to livestock producers during an animal disease outbreak. Examples include projects that will improve depopulation, disposal, decontamination methods and research to support safe animal movement during FAD outbreaks.

APHIS may consider proposals outside the scope of these priority topics if the proposal includes objectives and activities that will clearly support industry and veterinary-led efforts to strengthen livestock producers' ability to prevent, prepare for, respond to, and recover from FAD outbreaks.

Details

1. COMMUNICATION ON FAD PREVENTION, PREPAREDNESS, RESPONSE, AND RECOVERY

APHIS VS will support projects that will improve livestock owners and producers' awareness and understanding of current critical topics related to FAD prevention, preparedness, response, and recovery. Communications projects may focus on disease prevention, disease reporting, biosecurity, animal movement restrictions, premises and animal identification, depopulation, carcass disposal, premises and equipment decontamination, understanding the coordinated roles of public- and private sector partners in an FAD outbreak, and other critical issues for livestock producers during FAD outbreaks. Projects may be directed towards owners and producers from all types and sizes of operations including backyard operations; private, accredited veterinarians and other animal health professionals; workers on farms or at livestock commingling locations such as livestock markets, slaughter plants, and allied facilities; dealers; transporters; Tribal livestock owners, and others. Communications projects may include but are not limited to:

a. Developing and disseminating information on critical FAD prevention, preparedness, and response concerns identified by livestock producers and veterinary organizations.
b. Increasing the number of livestock premises that have premises identification numbers (PINS) or other location identifiers to speed up FAD response efforts when needed and allow more rapid recovery for impacted producers and communities.
c. Improving producers' access to resources to develop and refine preparedness and response plans, including contingency plans tailored to their operations.
d. Leveraging agriculture extension networks and using innovative delivery methods to encourage livestock producers to engage with FAD response communications and educational materials.
e. Expanding existing FAD communications materials or websites to address new FAD concerns identified by livestock producer organizations and veterinary associations.
f. Improving understanding of the roles and responsibilities of government, industry, livestock owners and producers, veterinary and community partners, and others in a FAD outbreak.
g. Communications to improve awareness and detection of arthropod-borne diseases and improve understanding about how to submit arthropod samples for accurate identification and disease diagnosis.

2. TRAINING AND EXERCISES

APHIS VS will support projects that build livestock producers FAD prevention, preparedness, response and recovery capabilities through training and exercises. Projects in this topic area may:

a. Direct training and exercises towards a variety of audiences who may be involved in FAD response activities, including but not limited to industry, private, and accredited veterinarians; livestock producers, owners, and workers on farms or livestock commingling locations (markets, slaughter plants); livestock transporters; and others who may be enlisted to assist in prevention, response and recovery from animal disease outbreaks on livestock premises/ facilities.
b. Include collaboration with federal or State agencies (agriculture, emergency response, wildlife management, public health), Tribes, academia, extension, and others who may be involved in

response activities or who may provide expertise to improve animal disease outbreak response.

c. Develop and deliver training events and exercises, create curricula and training resources, standardize and/or organize training resources into central repositories, provide opportunities to practice and reinforce/re-certify training, help identify additional training needs, and/or use a variety of modalities to deliver training or exercises, including virtual or in-person.
d. Include meetings and workshops to prepare for training and exercise events or to discuss outcomes from completed events and develop after-action reports.
e. Where needed, encourage participation in training and exercises by covering travel costs and fees for participants.
f. Use training and exercise materials available through the APHIS VS National Training & Exercise Program (VS NTEP), industry groups, veterinary organizations or other sources to minimize the need to develop new materials.
g. Complement or expand upon training or exercises projects funded by USDA, industry groups, veterinary organizations and other federal, industry or veterinary partners.
h. Develop resources and carry out educational campaigns to promote awareness of FAD emergency response training and exercise resources, opportunities, and lessons learned for livestock producers and veterinarians.

Training and exercise projects may target a broad range of FAD preparedness and response skills, including but not limited to:

- Position-specific training for on-farm, company and veterinary FAD incident management on livestock premises/ facilities (e.g., site managers, biosecurity officers, safety officers, and others)
- 3D training, including depopulation, carcass disposal, and cleaning & disinfection of premises, trucks, trailers, and equipment
- Information sharing and data management
- Biosecurity and disease transmission risk mitigation
- Movement restrictions, quarantine, permitting, and topics related to continuity of business during FAD outbreaks
- Emergency response communications
- Physical and mental health and safety of responders
- Correct use of personnel protective equipment
- Sample collection and sample submission for surveillance and animal movement testing
- Managing FAD response logistics and resources
- Using vaccine or other veterinary countermeasures for FAD response
- Animal disease traceability on farms and at commingling locations
- Improving early detection, reporting and surveillance of FADs

3. BIOSECURITY

APHIS VS will support projects that improve biosecurity for any type or size of livestock operation, including backyard operations and livestock commingling sites (e.g., markets and auctions). Projects may also address biosecurity related to transporting animals, animal products, or related materials. Projects in this priority topic may target a broad range of biosecurity topics, including but not limited to:

a. Enhancing biosecurity knowledge for industry and private, accredited veterinarians and other animal health professionals; livestock producers, owners, employees of any operation type and size and workers on farms or commingling locations such as markets or auctions; livestock transporters; and others involved in on-farm biosecurity practices.
b. Developing, evaluating and strengthening biosecurity and biocontainment practices and compliance.
c. Developing, evaluating and strengthening biosecurity plans, enhanced biosecurity plans and Secure Food Supply (SFS) plans on any livestock operation.
d. Developing, evaluating, and strengthening biosecurity auditing tools and resources and/or organizing resources into a central repository.
e. Evaluating, developing and enhancing on-farm secure food supply (SFS) and enhanced biosecurity plans for livestock premises to prevent the introduction and spread of animal diseases and to maintain continuity of business during outbreaks.
f. Increasing livestock producer participation in industry-driven, USDA, State and other biosecurity programs.
g. Developing or expanding existing outreach and education resources and/or campaigns to promote livestock producers, owners and employees and veterinarians, and other animal health professionals' awareness of biosecurity, FAD etiology and prevention, secure food supply (SFS) and enhanced biosecurity plans, and the business-continuity impacts of FAD outbreaks.
h. Evaluating, developing and validating innovative methods and tools to identify gaps in biosecurity practices, cost-effective biosecurity methods, and enhance livestock producers and employee, private, accredited veterinarian and other animal health professionals' implementation of biosecurity programs or practices. This may include economic evaluations of biosecurity investments and their impacts on disease risk.
i. Developing biosecurity standards that may lead to industry-run programs to review and certify biosecurity plans and implementation and encourage maintaining compliance.
j. Evaluating the relative importance of different pathogen routes of entry onto and within livestock premises and the effectiveness of measures to mitigate those risks.

4. ANIMAL MOVEMENT AND CONTINUITY OF BUSINESS

APHIS VS will support projects that facilitate the movement of animals and animal products and maintain continuity of business during an animal disease outbreak. Projects in this priority area may address a broad range of topics, including but not limited to:

a. Developing, updating, and improving information, processes, and industry specific Secure Food Supply (SFS) Plan materials to support movement decisions during an outbreak.
b. Developing, updating, enhancing, testing, and exercising plans for domestic movement of animals and animal products during an animal disease outbreak, including:
    - Training and exercises to support producers and qualified personnel responding to disease events.
    - Improving stakeholder understanding of State or Tribal emergency response plans and their impacts on livestock and poultry owners.
    - Outreach to help community partners understand control zones and permitting requirements.
    - Planning and exercises to implement stop movement orders and other restrictions, including procedures for animals already in transit or at aggregation locations, and processes for safely resuming movement.

- Developing, exercising, and enhancing continuity of business plans for livestock markets during and immediately after an outbreak.

c. Characterizing networks of movements of animals, animal products or by products, vehicles, and workers between farms and other premises (e.g., feed mills, slaughter facilities). Projects should generate aggregate movement information to support disease modeling, contact tracing, and emergency preparedness planning.
d. Improving understanding of disease transmission risks associated with conveyances (e.g., trucks, trailers, rail) and personnel entering premises before or during an outbreak (e.g., veterinarians, crews, processing teams, vaccination teams, depopulation teams). Projects should identify risks and mitigation strategies and may leverage prior outbreak data relevant to high consequence foreign animal diseases.
e. Developing risk assessments that support informed animal and product movement decisions and help maintain continuity of business within a Control Area during a FAD outbreak. Recipients or sub-awardees may need to consult with APHIS VS to ensure that assessment deliverables are useful to all stakeholders, including State and Federal regulatory agencies. Proposals that update existing risk assessments must clearly justify any revisions (e.g., incorporation of new data, new mitigation tools, changes in disease characteristics, or improved analytical methods).
f. Planning, implementing, evaluating, and enhancing electronic data systems and facility management processes to improve animal disease traceability during an outbreak. Projects may focus on physical or virtual markets; tracking multiple species; developing and sharing best practices; increasing use of electronic identification (EID) and electronic data submission; and enhancing market capacity to rapidly provide regulatory officials with traceability data when needed. These can include things like building out EID infrastructure at livestock markets or other concentration points by providing panel readers, integration of EID with sales software, and EID tags.

5. APPLIED RESEARCH TO IMPROVE FAD PREPAREDNESS AND RESPONSE

APHIS VS will support applied research projects that provide practical value to the livestock industry during an animal disease outbreak. Projects in this priority topic may address a broad range of research needs, including but not limited to:

a. Developing and evaluating practical, effective carcass disposal methods and tools for all food animal species in varying weather and production conditions during an FAD outbreak. Projects may include disposal of carcasses, feed, manure, eggs, and other organic materials; evaluation of composting approaches; and research to address gaps in carcass disposal capabilities or new technologies.
b. Developing and evaluating methods for effective decontamination of premises, trucks, trailers, equipment, and related materials (e.g., heat inactivation systems). Projects may consider mobility, affordability, wastewater management, reclamation, operator needs, disinfection capacity, and operational footprint across all types of premises and aggregation points.
c. Developing and evaluating practical depopulation methods and tools for livestock species, including performance in different weather conditions, during an FAD outbreak. Priority will be given to projects addressing sector-specific gaps and those incorporating new technology. Proposals should address throughput, ease of operation, and human factors engineering to reduce physical and psychological impacts on operators and producers.
d. Assessing national needs for identifying and monitoring the movement of vaccinated (e.g., FMD vaccinated) animals during and after an outbreak. Projects may evaluate movement

through markets and aggregation points, processes for retiring identification tags, methods to assess national vaccination status, and implications for export markets.

e. Developing and improving procedures for implementing stop movement orders or other movement restrictions, including processes for animals already in transit or at aggregation sites, and strategies for resuming movement once restrictions are lifted.
f. Characterizing the geographic distribution and size of under-documented livestock populations (e.g., equine or other underrepresented sectors). Projects should generate population datasets that may be shared with APHIS VS to support movement decisions and disease spread modeling for emergency response planning.
g. Analyzing industry strengths and weaknesses observed during recent animal disease response events to improve response plans, enhance animal disease traceability, evaluate alternative disease control approaches, and reduce economic impacts. Projects may include prioritization of corrective actions, economic impact analyses, and identification of cost control options for future outbreaks.
h. Research targeting on-farm or field-based innovations that help livestock producers strengthen their preparedness, response and contingency plans.
i. Developing risk assessment projects to improve animal movement decisions and continuity of business in FAD outbreaks. Risk assessment projects carried out by recipients or sub-awardees may require consultation with APHIS VS to ensure that deliverables are useful to all stakeholders, including State and federal regulatory agencies. Proposals updating existing risk assessments must justify revisions (e.g., new data, new mitigation tools, changes in disease characteristics, improved methods).
j. Evaluating, developing, and validating innovative tools and methods to identify biosecurity gaps, cost effective biosecurity practices, and approaches that improve implementation of biosecurity programs by livestock producers, employees, private accredited veterinarians, and other animal health professionals. Projects may include economic evaluations of biosecurity investments.
k. Evaluating the relative importance of different pathogen entry routes onto and within livestock premises, and the effectiveness of mitigation measures.
l. Developing pen-side or point of care (POC) screening tests for FADs of greatest concern.
m. Evaluating different sample types to inform surveillance methods.
n. Research supporting the evaluation, development, and validation of novel, cost-effective vaccines, biologics, or diagnostic technologies that enhance FAD detection, response, control, and prevention in the livestock sector. Projects may also address domestic diseases with major economic impact, WOAH-listed or other priority pathogens, and diseases of public health concern. Priority will be given to vaccine projects with clear commercialization pathways (e.g., partnerships with manufacturers). Diagnostic projects may include rapid point-of-care tests, multiplex assays, and improved diagnostic capacity (e.g., pooled tissue or whole-animal testing). Technologies must have feasible on-farm or laboratory application and align with USDA response and diagnostic protocols.

APPENDIX B. NEW APPLICANT INFORMATION

Applicant organizations must complete and maintain the following registrations to be eligible to apply for or receive a NADPRP award. **These registrations must all be completed before the application can be submitted. Registration in these systems may take 10 business days or more, so applicants should confirm that their registrations are current and/or begin these registration processes AS SOON AS POSSIBLE.**

Failure to complete registrations in advance of a due date is not a valid reason for a late submission. Take these steps before submitting your application in ezFedGrants. This information is also available on APHIS' How to Apply for APHIS Funding: Getting Started website.

1. **Register your organization with the U.S. Government System for Award Management (SAM).** You must be registered in SAM to apply for Federal funding, including all APHIS opportunities.
    a. Don't wait! It takes at least 10 business days after you submit your registration for it to become active in SAM, plus at least 1 more day until it's available in other Government systems like ezFedGrants.
    b. You can register in SAM at any time, even if you're not applying for funding right away.
2. **Create a Login.gov account.** This gives you secure access to USDA's online systems and services, including ezFedGrants.
    a. *Note: The use of Login.gov is optional for existing USDA eAuthentication account holders. For more information, visit Login.gov for Existing USDA Customers.*
3. **Establish an ezFedGrants Account**: Applicants must have an active account in the USDA ezFedGrants system to submit their application for NADPRP funding. You'll need to have at least one Grants Administrative Officer (GAO) and one Signatory Official (SO) to set up your account. We recommend identifying these individuals as soon as possible and prior to submitting proposals to streamline your application process. For help using the ezFedGrants system, contact the ezFedGrants help desk at ezFedGrants@cfo.usda.gov.

APPENDIX C. TIPS FOR APPLICANTS

Best Practices

- Get started early. Do not wait until the day of the application deadline!
- Complete the following registrations **as soon as possible** to avoid delays in submitting your application to ezFedGrants: (1) Register and maintain an active SAM account, (2) create a Login.gov Account, and (3) establish an ezFedGrants account. Instructions and information to complete these registrations are available in Appendix 2 and on APHIS' How to Apply for APHIS Funding: Getting Started website.
- Read and follow all application instructions in this NOFO.
- Make sure that every item in the Budget and Financial Plan is described with enough information so that reviewers can verify that the cost is reasonable and justifiable.
- Check that the total funding requested and budget details in the Work Plan, Financial Plan, SF-424, and SF-424A are the same.

- Make sure that no costs in your NADPRP work plan or budget are redundant with costs already covered in other cooperative agreements your agency has with AHPIS VS (e.g. umbrella, ADT, and others) or other federal programs. This will significantly delay review and approval of your application.

ezFedGrants Tips

- When uploading attachments in ezFedGrants, click the "Add Attachments" button.
- Only PDF attachments can be added in in ezFedGrants. The total size of all PDF attachments cannot exceed 20 MB. PDF attachments cannot include comments or passwords, and PDF files names cannot include any special characters.
- For steps on submitting your application in ezFedGrants, reference Applying to Opportunities in ezFedGrants Job Aid.

Work Plan Tips

- Use the new, OMB-approved NADPRP Work Plan Template.
- Submit the Work Plan in PDF format.
- Make sure all parts of the Work Plan template are completed.
- Check that the Work Plan does not exceed 20 pages.
- Ensure you do not exceed the word limits specified throughout the Work Plan.
- Verify that the proposal directly and clearly supports one or more of the funding priority topics described in **Appendix A**.
- Proposals that are organized, clearly written, and easy to follow will be well received by the review panel. Take time to think out the objectives, the deliverables to be produced from each objective, and the resulting impacts and outcomes. Logically describe the planned activities (methods) to achieve each objective. Project objectives should be measurable, lead to specific results, and attainable and realistic. Provide sufficient detail for a reviewer to be convinced that you have thought out the process well and understand the resources needed to complete the proposed tasks.
- Make sure that project schedule described in the Work Plan aligns with the project start / end dates in the SF-424. APHIS anticipates that work covered under these agreements will start between July 1, 2027 and August 31, 2027.
- Make sure point of contact information is correct. We will not be able to reach you if your contact information is incorrect.
- Check your proposal against the review criteria described in Section 6.2.
- Describe in the Work Plan how the project results, findings, and deliverables will be shared with stakeholders. Presentations to stakeholder groups are strongly encouraged.
- For subawards, clearly describe the subaward objectives and outline your process for awarding subawards, monitoring allowable costs, and managing and overseeing all subaward activities.

Financial Plan Tips

- Use the new, OMB-approved NADPRP Financial Plan Template.
- Submit the Financial Plan in PDF format.

- Make sure the Financial Plan total budget and total funding level aligns with the value in the SF-424, SF-424A, and the Work Plan.
- Clearly link items in the Financial Plan to the Work Plan objectives.
- Refer to the NADPRP Guidelines for Use of Funds for calculating indirect costs accurately.
- The total cost for consultants, contractors or subrecipients should be listed in the "Contractual" category. Salary, fringe benefits and travel by consultants, or contractors should be included in the "Contractual" category.
- Subrecipients should be listed once in the "Contractual" category and include a separate Financial Plan detailing costs for only that entity.
- If there are cost sharing/Recipient contributions, remember to list those values in the Financial Plan.
- Use only whole dollar amounts, no cents, for all entries into the Financial Plan.

APPENDIX D. COMPLETING FORMS SF-424 AND SF-424A

SF-424 APPLICATION FOR FEDERAL ASSISTANCE

Required: Form SF-424 is available via the application package in ezFedGrants.

SF-424 Tips

- Check the SF-424, Box 16 to ensure the congressional district for the Applicant and Project are listed.
- Make sure the proposed project Start and End dates (Box 17) are the same as in the Work Plan. APHIS anticipates that work covered under these agreements will start between July 1, 2027 and August 31, 2027. Projects must be completed within 36 months.
- Make sure the total estimated federal funding (Box 18a) aligns with the total funding requested in the Work Plan, Financial Plan, and on the SF-424A (Line 5, column e).
- If your organization has a SPOC requirement, indicate the status on the SF-424, Box 19.
- Ensure that point of contact information is correct. The APHIS NADPRP team may not be able to reach you if your information is incorrect.
- Applicants may use the following supplemental instructions to properly complete the SF-424.

Box	Instructions
1 – Type of Submission	Select Application
2 – Type of Application	Select New
4 through 7	Not required
8.c – Organizational Unique Entity Identifier (UEI)	Enter applicant UEI for the organization submitting the application
8.d – Address	Enter the organization street address as it appears in SAM.gov. P.O. Boxes will not be accepted. Enter a 9-digit zip code
10 – Name of Federal Agency	APHIS, USDA

Box	Instructions
12 – Funding Opportunity Number	USDA-APHIS-10025-VSSP0000-27-0001
13 – Competition Identification Number	Not applicable
14 – Areas Affected by Project	Enter cities, counties, states affected by project
15 – Descriptive Title of Applicant's Project	Provide a short description of the project
16a – Congressional Districts for Applicant	Enter the Congressional district where your main office is located
16b – Congressional Districts for Program/Project	Enter the Congressional district where your project will be implemented. Write "All" if the projects will be implemented in more than one location
17 – Proposed Project Start Date and End Date	Your performance period cannot be more than 36 months (3 years) in length Example: • Enter start date: August 1, 2027, and • Enter end date: July 31, 2030 *Note: project duration cannot exceed 36 months*
18 – Estimated Funding – Federal	Enter the Total Federal amount requested
18b – Estimated Funding – Applicant	Enter the total amount from the applicant organization and/or other partners, if applicable
19 – Is Applicant Subject to Review by State Under Executive Order 12372 Process	See Section 5.5 - Intergovernmental Review

SF-424A BUDGET INFORMATION FOR NON-CONSTRUCTION PROGRAMS

Required. The SF-424A is available via the application package in ezFedGrants.

SF-424A Tips

- The blocks on the required form are either self-explanatory or easily explained in the instruction of the form. However, applicants are required to use the following supplemental instructions associated with specific boxes on form SF-424.
- Please complete **only** Sections A, B, and C. Do **not** complete Sections D, E, F.
- Make sure the total estimated federal funding (Line 5, column e) is the same as the total funding requested in the Work Plan, Financial Plan, and on the SF-424 (Box 18e).

Section A – Budget Summary

Box	Instructions
1.a – Grant Program Function or Activity	Enter “NADPRP”
1.b – Catalog of Federal Domestic Assistance Number	Enter “10.125” this differs from the CFDA# listed in section 1
1.e – Federal	Enter the amount of Federal funding requested for the project
1.f – Non-Federal	Enter the **total** cost share contribution amount provided for the project

Section B – Budget Categories

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

Section C – Non-Federal Resources – Only use if Recipient Cost Sharing is part of award

Box	Instructions
8.a – Grant Program	Should populate from Section A, Box 1.a
8.b-8.d	Enter the cost share amount being provided from each source (Applicant, State, or Other) for the project