

Joint Cooperative Extension Programs at 1862 Land-Grant Institutions and University of the District of Columbia Public Postsecondary Education Reorganization Act Program

Fiscal Year (FY) 2022 Request for Applications

Application Deadline: September 30, 2021



United States
Department of
Agriculture

National Institute
of Food and
Agriculture

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

Joint Cooperative Extension Programs at 1862 Land-Grant Institutions and University of the District of Columbia Public Postsecondary Education Reorganization Act Program Initial Announcement

Assistance Listing formerly known as the Catalog of Federal Domestic Assistance (CFDA): This program is listed in the Federal Assistance Listing under **10.511**.

Dates: Applications must be received by **5:00 p.m. Eastern Time on September 30, 2021** Comments regarding this request for applications (RFA) are requested within six months from the issuance of this notice. Comments received after that date will be considered to the extent practicable.

Stakeholder Input: The National Institute of Food and Agriculture (NIFA) seeks your comments about this RFA. We will consider all comments when we develop the next RFA for the program, if applicable, and we will use the input to meet the requirements of [Section 103\(c\)\(2\) of the Agricultural Research, Extension, and Education Reform Act of 1998 \(7 U.S.C. §7613\(c\)\(2\)\)](#). Applicants may submit written comments to Policy@usda.gov (email is for comments only). This email address is intended only for receiving comments regarding this RFA and not for requesting information or forms. In your comments, state that you are responding to the **Joint Cooperative Extension Programs at 1862 Land-Grant Institutions and University of the District of Columbia Public Postsecondary Education Reorganization Act Program RFA**.

Executive Summary: NIFA requests applications for both the Cooperative Extension Programs at 1862 Land-Grant Institutions authorized under the Smith-Lever Act section 3(b) and (c) (SLBC) and the University of the District of Columbia Public Postsecondary Education Reorganization Act Program (DCPPERA) for fiscal year 2022 to develop practical applications of research knowledge; instructions and practical demonstrations of existing or improved practices or technologies in agriculture; uses of solar energy with respect to agriculture, home economics, and rural energy; subjects relating to persons not attending or resident in 1862 Land-grant Institutions; imparting information on those subjects through demonstrations, publications, and otherwise and for the necessary printing and distribution of information in connection with the subjects.

Subject to any FY 2022 Continuing Resolution, NIFA will distribute funds to the institutions according to the amounts allocated in FY 2021. NIFA will adjust the allocations for FY 2022 once appropriations are finalized. The amount available for support of this program in FY 2021 was \$304,649,777. Appendix A of this RFA includes specific FY 2021 distributions. NIFA will issue FY2022 payments subject to the availability of funds and the applicant having met the previous year's reporting requirements. Part III, B, identifies if matching is a requirement and, if so, you should pay particular attention to the matching instructions included in Part IV, B, 4.

This notice identifies the objectives for SLBC and the DCPPERA project/program, the eligibility criteria for projects/program and applicants, and the application forms and associated instructions you need to apply for a SLBC or a DCPPERA grant.

The USDA NIFA home page for the DCPPERA is: <https://nifa.usda.gov/program/district-columbia-public-postsecondary-education-reorganization-act-program-cooperative>.

The USDA NIFA home page for the SLBC is: <https://nifa.usda.gov/program/smith-lever-act-capacity-grant>.

2022 Updates

1. In FY20 and FY21, NIFA implemented a high-level budget submission process as a pilot program. After extensive review and participant feedback, NIFA will discontinue this pilot program effective immediately. Budgets and the SF424a will not be part of the FY22 application process. The SF424a has been removed from the application guide and the application packet in grants.gov. NIFA will continue to explore budgetary and performance elements that can be collected to meet agency needs. Additional information will be provided once available.
2. FY22 reporting requirements will begin the transition from REEport to the NIFA Reporting System (NRS) for some programs. Please consult your program RFA for specific transition reporting requirements.

TABLE OF CONTENTS

PART I—FUNDING OPPORTUNITY DESCRIPTION.....	5
A. Legislative Authority and Background	5
B. Purpose.....	6
PART II—AWARD INFORMATION.....	7
A. Available Funding.....	7
B. Type of Application	7
PART III—ELIGIBILITY INFORMATION	8
A. Eligible Applicants.....	8
B. Cost Sharing or Matching.....	9
PART IV—APPLICATION AND SUBMISSION INFORMATION.....	11
A. Electronic Application Package	11
B. Content and Form of Application Submission	12
C. Submission Dates and Times	15
D. Funding Restrictions.....	15
E. Other Submission Requirements	16
PART V—APPLICATION REVIEW REQUIREMENTS	17
A. General	17
B. Organizational Management Information	17
PART VI—AWARD ADMINISTRATION.....	18
A. General	18
B. Award Notice	18
C. Administrative and National Policy Requirements	18
D. Expected Program Outputs and Reporting Requirements	18
PART VII—AGENCY CONTACTS	20
PART VIII – OTHER INFORMATION	21
APPENDIX A.....	22

PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

Sections 3(b) and 3(c) of the Smith-Lever Act (program referred to SLBC hereafter), codified at [7 U.S.C. §341-349](#), provides funding for agricultural extension programs at 1862 Land-grant universities. according to the following formula:

1. Out of each annual allocation, each State will be entitled to receive a sum of money equal to the sums available from federal cooperative extension funds for the fiscal year 1962, and subject to the same requirements as to furnishing of equivalent sums by the State, except that amounts heretofore made available to the Secretary for allotment on the basis of special needs shall continue to be available for use on the same basis.
2. Further, the University of Guam and the University of the Virgin Islands will receive \$100,000 each in addition to the sums appropriated for the several States of the United States and Puerto Rico under the provisions of sections 3(b) and 3(c) of the Smith-Lever Act.
3. Of the remainder so appropriated for each fiscal year 20 percent will be paid to the several states in equal proportions, 40 percent will be paid to the several states in the proportion the rural population of each bears to the total rural population of the several states as determined by the census, and the balance will be paid to the several states in the proportion the farm population of each bears to the total farm population of the several states as determined by the census.
4. Any appropriation made under sections 3(b) and 3(c) of the Smith-Lever Act will be allotted in the first and succeeding years on the basis of the decennial census current at the time the appropriation is first made, and as to any increase, on the basis of decennial census current at the time such increase is first appropriated.

[Section 208 of the District of Columbia Public Postsecondary Education Reorganization Act](#)

provides, in pertinent part, that “[i]n the administration of the Act of May 8, 1914 ([7 U.S.C. §341-346, 347a-349](#)) (known as the Smith-Lever Act)... the University [of the District of Columbia] shall be considered to be a university established for the benefit of agriculture and the mechanic arts in accordance with the provisions of the Act of July 2, 1862 ([7 U.S.C. §301-305, 307, 308](#)) ; and... the term “State” as used in such Act of May 8, 1914, shall include the District of Columbia, except that the District of Columbia shall not be eligible to receive any sums appropriated under section 3 of such Act.... In lieu of an authorization of appropriations for the District of Columbia under section 3 of such Act of May 8, 1914, there is authorized to be appropriated such sums as may be necessary to provide cooperative agricultural extension work in the District of Columbia under such Act. Any reference in such Act (other than section 3 thereof) to funds appropriated under such Act shall in the case of the District of Columbia be considered a reference to funds appropriated under this subsection.”

[Section 7220 of Public Law number 107-171, Farm Security and Rural Investment Act of 2002, dated May 13, 2002](#), terminated the Schedule A appointment authority of USDA under the Smith-Lever Act, which provided dual State-Federal appointments and certain Federal benefits to Cooperative Extension Service (CES) agents, including the CSRS (Civil Servant Retirement System) and FERS (Federal Employees Retirement System) Retirement Programs and Federal Employees' Compensation Act (FECA) benefits under the Workers' Compensation Program. As a result, payments to Department of Labor's (DOL) Federal Office of Workers' Compensation Programs (OWCP) on behalf of former Schedule A CES agents were discontinued, with the exception of disability claims filed with OWCP prior to May 13, 2002. Beginning in Fiscal Year

(FY) 2005, NIFA announced the separate allocation of funds for the retirement programs would be phased out over a 10-year period. The amount available for these programs was reduced each year by \$1,473,658 and the same amount was added to the funds available for distribution under the Smith-Lever Section 3(b) and (c) statutory formula. In addition to retirement funding, funds allocated to the retirement programs were used to pay the 1862 Land-grant institutions' share of Workers' Compensation claims directly to OWCP. The final year for separate CSRS allocations was 2015 and the final year for FERS allocations was 2016.

Prior to the termination of the CSRS and FERS Retirement Programs, NIFA paid Workers' Compensation claims on behalf of the 1862 institution and charged the institution by reducing its annual retirement allocation by the amount remitted to OWCP. If the amount of OWCP claims exceeded the 1862 institution's annual retirement allocation, NIFA billed the institution for the difference. NIFA is no longer providing a separate allocation of funds for the retirement of former Schedule A employees and, therefore, will not have a mechanism for deducting OWCP charges from CSRS allocations.

Beginning in FY 2018, NIFA pays the Workers' Compensation benefits of the former Schedule A employees directly to DOL and charges the 1862 institution by reducing its annual allocation under the Smith-Lever section (b) and (c) statutory formula.

B. Purpose

The purpose of this funding is to conduct cooperative agricultural extension work. The Joint Cooperative Programs at 1862 Land-Grant Institutions and the University of the District of Columbia Postsecondary Education Reorganization Act Program aligns with the USDA Strategic Plan for FY 2018-2022, [USDA Strategic Goals](#) as follows:

1. Ensure USDA programs are delivered efficiently, effectively, and with integrity and a focus on customer service;
2. Maximize the ability of American agricultural producers to prosper by feeding and clothing the world;
3. Promote American agricultural products and exports;
4. Facilitate rural prosperity and economic development;
5. Strengthen the stewardship of private lands through technology and research; and
6. Provide all Americans access to a safe, nutritious, and secure food supply.

PART II—AWARD INFORMATION

A. Available Funding

Subject to any FY 2022 Continuing Resolution, NIFA will distribute funds to the institutions according to the amounts allocated in FY 2021. NIFA will adjust the allocations for FY 2022 once appropriations are finalized. The amount available for support of this program in FY 2021 was \$304,649,777.

The [Automated Standard Applications for Payment System \(ASAP\)](#), operated by the Department of Treasury’s Bureau of the Fiscal Service, will be the payment system for all NIFA grant awards.

Workers’ Compensation Payments on Behalf of Former Schedule A CES Agents at 1862 Institutions

With the exception of disability claims filed with OWCP prior to May 13, 2002, payments to DOL OWCP on behalf of former Schedule A CES agents are not authorized. NIFA no longer provides a separate allocation of funds for the retirement of former Schedule A employees and, therefore, does not have a mechanism for deducting OWCP charges from CSRS and FERS allocations. NIFA now pays the workers’ compensation benefits of the former Schedule A employees directly to OWCP and will charge the 1862 institution by reducing its annual allocation under the Smith-Lever section (b) and (c) statutory formula. Questions regarding OWCP charges and deductions associated with these charges should be directed to capacitygrantquestions@usda.gov.

B. Type of Application

Applications for FY 2022 are limited to “new” applications.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

For the DCPPERA, RFA applications may only be submitted by the University of the District of Columbia.

Table 1 lists the names of eligible **1862 Land-Grant Institutions** that are eligible for the SLBC program. Failure to meet an eligibility criterion by the time of application deadline may result in the application being excluded from consideration, or, even though an application may have been reviewed, will preclude NIFA from making an award.

Table 1: Eligible 1862 Land Grant Institutions

School Name	School Name	School Name	School Name
American Samoa Community College	Nevada System of Higher Education University of Nevada, Reno	South Dakota State University	University of Maryland College of Agriculture and Natural Resources
Auburn University	New Mexico State University Office of Sponsored Programs	Texas A&M Agrilife Extension Service	University of Massachusetts Office of Grant & Contract Administration
Board of Regents of the University of Nebraska University of Nebraska	North Carolina State University	University of Alaska Fairbanks Grants & Contracts	University of Missouri System Curators of the University of Missouri
Clemson University	North Dakota State University	University of Arizona	University of Rhode Island Controllers Office
College of Micronesia Land Grant Pr	Northern Marianas College	University of Arkansas System Division of Agriculture of the University of Arkansas	University of Tennessee UT Agriculture Extensions Service
Colorado State University President's Office at Colorado State University	Oklahoma State University	University of Connecticut Office Sponsored Programs	University of the Virgin Islands
Cooperative State Research, Education, and Extension Service, The O S U Extension	Oregon State University	University of Delaware	University of Vermont & State Agricultural College University of Vermont
Cornell University Office of Sponsored Programs	Pennsylvania State University, The Penn State	University of Florida Division of Sponsored Research	University of Wisconsin System
Iowa State University of Science and Technology Iowa	Puerto Rico Agricultural Extension	University of Georgia Sponsored Projects Administration	University of Wyoming Sponsored Programs

State University			
Kansas State University Pre-Awards Services	Purdue University	University of Guam	University System of New Hampshire UNH Cooperative Extension
Louisiana State University LSU Agricultural Center	Regents of the University of California, The Division of Agriculture and Natural Resources	University of Hawaii Systems College of Tropical Agriculture & Human Resources	Utah State University USU
Michigan State University	Regents of the University of Idaho University of Idaho	University of Illinois Board of Trustees of The University of Illinois, The	Virginia Polytechnic Institute and State University
Mississippi State University	Regents of The University of Minnesota Office Sponsored Projects Administration	University of Kentucky	Washington State University WSU Extension and CAHNRS
Montana State University, Inc Mont St Univ/Grants & Contract	Rutgers, The State University of New Jersey Rutgers, The State University of New Jersey	University of Maine System Research & Sponsored Program	West Virginia University

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

B. Cost Sharing or Matching

1862 Land-Grant Institutions in the 50 States must match 100 percent of the SLBC funds they receive with funds from non-Federal sources such as State or county appropriations. See ([2 CFR 200.306 \(b\)](#)) for more information about matching fund requirements. Matching funds may only be used for extension activities approved in the eligible institution’s Five-Year Plan of Work. Section 3(e)(1) of the Smith-Lever Act codified at [7 U.S.C. §343\(e\)\(1\)](#) states, with regard to institutions in the 50 states, “no allotment shall be made to a State under subsection (b) or (c), and no payments from the allotment shall be made to a State, in excess of the amount that the State makes available out of non-federal funds for cooperative extension work.” However, section 3(e)(4) of the Smith-Lever Act codified at [\(7 U.S.C. §343\(e\)\(4\)](#) provides that “Effective beginning of fiscal year 2003, in lieu of the matching funds requirement of paragraph (1), the insular areas of [American Samoa,] the Commonwealth of Puerto Rico, Guam, [Micronesia, the Northern Marianas Islands,] and the Virgin Islands of the United States shall provide matching funds from non-federal sources in an amount equal to but not less than 50 percent of the formula funds distributed by the Secretary to each of the insular areas, respectively, under this section. The Secretary may waive the matching fund requirement [of 50 percent] for any fiscal year if the Secretary determines that the government of the insular area will be unlikely to meet the matching requirement for the fiscal year.”

Section 7508 of the Agriculture Improvement Act of 2018 ([Public Law 115-334](#)) reinstated a matching requirement for federal funds used in extension work at the University of the District of Columbia. By stating: Section 209(c) of the District of Columbia Public Postsecondary Education Reorganization Act (Public Law 93-471; sec. 38-1202.09(c), D.C. Official Code) is amended by inserting after the first sentence the following: “Such sums may be used to pay not more than 1/2 of the total cost of providing such extension work.” To clarify, this translates to the D.C. institution providing 50% of the total cost, which means matching at 100 percent what NIFA provides.

The matching funds requirements for Agricultural Research and Extension Capacity Funds at the 1890 Land-Grant Institutions, including Central State University, Tuskegee University and West Virginia State University, and at the 1862 Land-grant Institutions in Insular Areas are published at [7 CFR §3419.1](#) which defines “matching funds” as “funds from non-federal sources, including those made available by the State to the eligible institutions for programs or activities that fall within the purposes of agricultural research and cooperative extension under Sections 1444 and 1445 of National Agricultural Research, Extension, and Teaching Policy Act of 1977; the Hatch Act of 1887; and the Smith-Lever Act.” [7 CFR §3419](#) defines “non-federal sources” as “funds made available by the State to the eligible institution either through direct appropriation or under any authority (other than authority to charge tuition and fees paid by students) provided by a State to an eligible institution to raise revenue, such as gift acceptance authority or user fees.”

[7 CFR §3419.6](#) states, “The required matching funds for the capacity programs must be used by an eligible institution for the same purpose as Federal award dollars: Agricultural research and extension activities that have been approved in the plan of work required under sections 1445(c) and 1444(d) of the National Agricultural Research, Extension, and Teaching Policy Act of 1977, section 7 of the Hatch Act of 1887, and section 4 of the Smith-Lever Act. For all programs, tuition dollars and student fees may not be used as matching funds.”

The matching documentation must include the non-federal sources (specify whether the source is 3rd party, cash, state, or non-state, county, or non-tax) and amount of all matching support including matching from outside the applicant institution. It must be in PDF format (see Part III, Section 3. of the guide for attachment requirements) and included as a separate attachment on the Attachment Form.

NIFA may consider and approve matching waiver requests under this RFA above the 50 percent level for insular areas. The regulations at [7 CFR §3419.3](#) and [7 CFR §3419.4](#) address the criteria an institution must meet to be granted a waiver as well as the process and supporting documentation required for submitting a waiver. See Part IV, B. 4. for additional instructions about how to request a waiver.

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Electronic Application Package

Submit only electronic applications via Grants.gov to NIFA in response to this RFA. We urge you to submit early to the Grants.gov system. For information about the pre-award phase of the grant lifecycle, see [Grants.gov Pre-Award](#).

New Users of Grants.gov

Prior to preparing an application, we recommend the project director/principal investigator (PD/PI) first contact an authorized representative (AR, also referred to as Authorized Organizational Representative or AOR)¹ to determine if the organization is prepared to submit electronic applications through Grants.gov. If not (e.g., the institution/organization is new to the electronic grant application process through Grants.gov), you must complete the one-time registration process prior to submitting an application. The registration process can take as long as two weeks to complete. It is, therefore, critical to begin the process as soon as possible. To register, the AR should select “**Register**” in the top right corner of the Grants.gov web page (or go to [Grants.gov Register](#)).

Steps to Obtain Application Package Materials

To receive application materials:

1. You must download and install a version of [Adobe Reader](#) compatible with Grants.gov to access, complete, and submit applications. For basic system requirements and download instructions, see [Adobe Software Compatibility](#). Grants.gov has a test package that will help you determine whether your version of Adobe Reader is compatible.
2. To obtain the application package from Grants.gov, go to [Search for Opportunity Package](#) and enter the funding opportunity number:

Funding Opportunity Number: USDA-NIFA-10511-SLBCDXXX-22-0002

in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package. A Grant Application Package is tied to a particular funding opportunity. Applications must be submitted ONLY to the particular funding opportunity to which the Grant Application Package is associated. The application package also contains the “[NIFA Grants.gov Application Guide](#).” This guide contains an introduction and general Grants.gov instructions, additional information about the Grants.gov

¹The Authorized Representative (AR) must have the authority to represent and bind the organization for any agreement (i.e., the individual who is authorized to commit the awardee’s time and other resources to the project, to commit the awardee to comply with the terms and conditions of the award instrument including those set out herein, and to otherwise act for or on behalf of the awardee institution or organization).

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

If you require assistance to access the application package (e.g., downloading or navigating Adobe forms) **or submitting the application**, refer to resources available on the Grants.gov website ([For Applicants](#)). Grants.gov assistance is also available at:

[Grants.gov customer support](#)

(800) 518-4726 toll-free or (606) 545-5035

Business Hours: 24 hours a day, 7 days a week. Closed on [federal holidays](#).

Email: support@grants.gov

[Grants.gov iPortal](#) Top 10 requested help topics (FAQs), searchable knowledge base, self-service ticketing and ticket status, and live web chat (available 7 a.m. - 9 p.m. Eastern Time).

Have the following information available when contacting Grants.gov:

1. Funding opportunity number (FON)
2. Name of agency to which you are applying
3. Specific area of concern

B. Content and Form of Application Submission

You should prepare electronic applications following Parts V and VI of the NIFA Grants.gov Application Guide. This guide is part of the corresponding application package (see Section A of this part). The following additional information is needed to prepare an application for this RFA.

If there is discrepancy between the two documents, the information contained in this RFA is overriding.

Note the attachment requirements (e.g., PDF) in Part III, Section 3 of the guide. Any proposals non-compliant with the requirements (e.g., content format, PDF file format, file name restrictions, and no password protected files) will be at risk of being excluded from NIFA review. Partial applications will be excluded from NIFA review. We will accept subsequent submissions of an application until the established deadline in the RFA (see Part V, 2.1 of the NIFA Grants.gov Application Guide for further information).

For any questions related to the preparation of an application, review the [NIFA Grants.gov Application Guide](#) and the applicable RFA. If you need further assistance, contact:

- a. Email: capacitygrantquestions@usda.gov
- b. Business hours: Monday - Friday, 7 a.m. - 5 p.m. ET, excluding [federal holidays](#).

Each grant application must contain the following:

1. "Application for Federal Assistance," Form SF-424 R&R Cover Sheet
2. Key Contacts Forms
3. NIFA Supplemental Information Form
4. Attachment Form (including attachments in PDF format)

The [NIFA Grants.gov Application Guide](#) includes instructions for additional forms not needed for an application in response to this RFA. Complete and submit only the forms associated with the funding opportunity package and as instructed below.

1. SF 424 R&R Cover Sheet

Information related to the questions on this form is available in Part V, 2 of the [NIFA Grants.gov Application Guide](https://www.nifa.gov/application-guide). The following are additional instructions. Please note new instructions are included below for Field 5. The Organizational Information NIFA has included in Appendix A is based on FY2021 applications received for this program. If your organization intends to submit an application using information other than what appears in Appendix A, please contact us at capacitygrantquestions@usda.gov prior to submitting your application.

- a. **Field 1. Type of Submission** – Check “Application.”
- b. **Field 5. Applicant Information**
 - a. Enter Legal Name of the Applicant as registered in the System for Awards Management which appears in the first column of Appendix A of this RFA.
 - b. Enter Organizational DUNS as it appears in the second column of Appendix A of this RFA.
 - c. Enter Department Name of Eligible Recipient, if applicable.
- c. **Field 8. Type of Application** – Enter “new.”
- d. **Field 11. Descriptive Title of Applicant’s Project** – Enter a short descriptive title (no more than 200 characters including spaces) of the project(s) being paid for with this grant. Do not use acronyms or any special characters.
- e. **Field 15. Estimated Project Funding** – For item a, enter your institution’s FY 2021 allocation as listed in Appendix A of this RFA
- f. **Field 17. Complete Certification** - See Part V, Section 2.18 of the [NIFA Grants.gov Application Guide](https://www.nifa.gov/application-guide) for the required certifications and assurances (e.g., Prohibition Against Entities Requiring Certain Internal Confidentiality Agreements)

2. Key Contacts Form

Information related to the questions on this form is available in Part VI, 5 of the [NIFA Grants.gov Application Guide](https://www.nifa.gov/application-guide). These documents must be completed and submitted in PDF format.

- a. **Contact 1 Project Role:** Enter the contact information for the State Extension Director
- b. **Contact 2 Project Role:** Enter the contact information for the State Extension Director or designee, if applicable.
- c. **Contact 3 Project Role:** Enter the contact information for the Business Office Manager/Administrator.
- d. **Contact 4 Project Role:** Enter the contact information for the person responsible for drawdowns.

3. Supplemental Information Form

Information related to the questions on this form is available in Part VI, 1 of the [NIFA Grants.gov Application Guide](https://www.nifa.gov/application-guide). The following are additional instructions.

- a. **Field 2. Program to which you are applying.** Enter the program code name Cooperative Extension Programs at the 1862 Institutions = Smith-Lever 3(b) and 3(c) Formula and program code **SLBC** or enter the program code name District of Columbia Public Postsecondary = DC Public Postsecondary Reorganization Act - and program code **PPERA**.
- b. **Field 8. Conflict of Interest List.** Do not attach a conflict of interest list.

4. Attachment Form

Information related to the questions on this form is available in Part VI, 5 of the [NIFA Grants.gov Application Guide](https://www.nifa.gov/application-guide). The following are additional instructions.

- a. Felony Convictions or Tax Delinquent Status** - See Part V, Section 4.12. of the [NIFA Grants.gov Application Guide](#) for instructions regarding mandatory Felony Convictions or Tax Delinquent Status. For Capacity programs, this mandatory information must be either included as an attached PDF and identified on the Attachment Form or appropriately answered within the “Reps and Certs” section of your SAM.gov registration.
- b. Matching Requirement** - If matching funds are required as specified under Part III, B. Cost-Sharing or Matching, the matching is an eligibility criterion and you must include documentation of the source of the non-federal match with the application. NIFA will consider this documentation when ascertaining final matching requirements or in determining if required matching can be waived. NIFA retains the right to make final determinations regarding matching requirements.

The matching documentation is to include the non-federal sources (specify the type of match as third party, cash, state or non-state, county or non-tax and the amount from each source) and the amount of all matching support including support from outside the applicant institution. Save this document in PDF format (see Part III, Section 3. of the guide for attachment requirements) and include as a separate attachment identified on the Attachment Form.

Establish the value of applicant contributions in accordance with applicable cost principles. Refer to [2 CFR Part 200](#), “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, for further guidance and other requirements relating to matching and allowable costs.

- c. Matching Funds Waiver Request (Optional)** - If your institution is applying for a matching funds waiver, prepare a request in PDF format for inclusion within your submission and identify on the Attachment Form (see Part III, Section 3. of the guide for attachment requirements). The revised Final Rule 3419, published May 11, 2018, contained information on applications for waivers for the 1862 land-grant institutions in insular areas. Include the following elements in the request:
- (a) a request to waive matching requirements under this RFA including the name of the eligible institution and the type of Federal capacity funds (i.e. Smith-Lever);
 - (b) a statement of the fiscal year(s) for which the waiver is requested;
 - (c) a statement of the exact dollar amount of waiver being requested by fiscal year and how the amount was computed (by matching fund category);
 - (d) a statement of why the waiver is requested using criteria listed in the revised Final Rule [7 CFR §3419.3](#): impacts from natural disaster, flood, fire, tornado, hurricane, or drought; state and/or institution facing financial crisis; or lack of matching funds after demonstration of good faith efforts to obtain funds;
 - (e) documentation supporting the need for a waiver. Documentation must be current, within the past two years from the date of the letter requesting the waiver; and
 - (f) the university’s efforts to meet future matching needs.

The documentation must include the university’s approved budget for the program for both the current and previous budget cycles. It may also submit items such as a statement from the State asserting what portion of the required match amount the State contribution to the institution will

cover, a schedule of projected cash flows showing what portion of the matching funds the university will have available or other documents such as letters from State or institution budget personnel or newspaper articles. Newspaper articles may be provided as supporting documentation but will not be considered as primary supporting documentation. In requesting the waiver, the institution must consider the availability of all permissible forms of matching in detail.

C. Submission Dates and Times

Instructions for submitting an application are included in Part IV, of the [NIFA Grants.gov Application Guide](#).

Applications must be received by Grants.gov by **5 p.m. Eastern Time on September 30, 2021**. Applications received after this deadline will normally not be considered for funding.

In case of trouble submitting an application to Grants.gov, you should FIRST contact the [Grants.gov Help Desk](#) to resolve any problems. Keep a record of any such correspondence. See Part IV, A for Grants.gov contact information.

Once NIFA accepts your application, you may check the status of your application in the [ezFedGrants portal](#) or by looking in [Grants.gov](#). Please refer to the training tab on the ezFedGrants page to learn how to access [ezFedGrants](#):

If you are not able to validate NIFA received your application by October 12th, 2021 contact the Agency Administrative Contact identified in Part VII of this RFA. Failure to do so may result in the application not being processed and funding being held. You should cite your Grants.gov tracking number on all inquiries until an award number is assigned.

D. Funding Restrictions

(1) Program and Extension Activities:

Smith-Lever Act sections 3(b) and 3(c) federal funding may only be used for extension programs and an activity identified in the institution's approved Five-Year Plan of Work (POW).

(2) Indirect Costs and Tuition Remission:

In accordance with section 1473 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 ([7 U.S.C. §3319](#)), indirect costs and tuition remission are unallowable as Sections 3(b) and 3(c) of the Smith-Lever Act formula grant expenditures.

(3) Construction, Land purchases, and Teaching

Funds cannot be used, directly or indirectly, for the purchase, construction, preservation, or repair of any building or buildings, the purchase or rental of land, or in college-course teaching, lectures in college, or any other purpose not specified in the Smith-Lever Act.

(4) Retirement Contributions

Employer contributions to land-grant college retirement systems are limited to 5 percent of that portion of the salaries paid, under this award, to employees who participate in the system ([7 U.S.C. §331](#)) and are subject to the other conditions in [7 U.S.C. §331](#). Note the 5 percent limitation does NOT apply to any state or individual contribution. Contributions of funds under this award may not exceed the contributions from non-Federal sources made by or on behalf of the individual concerned. See Section VI.H.1 of the NIFA policy guide for additional information.

(5) Matching: See Part III, B. for additional information.

E. Other Submission Requirements

You should follow the submission requirements noted in Part III of the [NIFA Grants.gov Application Guide](#).

For information about the status of a submitted application, see Part III, Section 6 of the [NIFA Grants.gov Application Guide](#).

Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM) – each applicant (unless excepted under [2 CFR § 25.110\(b\) or \(c\)](#), or has an exception approved by the federal awarding agency under [2 CFR § 25.110\(d\)](#)) is required to:

- a. be registered in SAM before submitting its application;
- b. provide a valid DUNS number in its application; and
- c. continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency.

If you have not complied with all applicable DUNS and SAM requirements you may be considered unqualified to receive an award.

Your SAM registration information determines your organization ID in the ezFedGrants system, and the information must match your ASAP recipient DUNS and EIN.

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

NIFA will review submitted documents to determine if all program, financial, and administrative requirements are met and are current. Missing or incomplete information within an application may require additional submittals and deletion of application(s) already submitted.

B. Organizational Management Information

Specific applicant organizational management information shall be submitted on a one-time basis, with updates submitted as needed. If this information has not been submitted under this or another NIFA program, it is the responsibility of the organization to do so for determination of eligibility prior to the award of a grant identified under this RFA.

We will provide you the forms to fulfill these requirements as part of the pre-award process. Although an applicant may be eligible, there are factors that may exclude an applicant from receiving federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual involved or a determination an applicant is not responsible based on submitted organizational management information).

PART VI—AWARD ADMINISTRATION

A. General

Within the limit of funds available for such purpose, the NIFA awarding official shall make grants to eligible applicants.

B. Award Notice

The notice of federal award is the authorizing document. The award document contains award provisions and other pertinent information. See Notice of Award section at [Notice of Award](#) for further details.

C. Administrative and National Policy Requirements

Several federal statutes and regulations apply to grant applications considered for review and to project grants awarded under this program. These may include, but are not limited to, those listed at [USDA/NIFA Federal Regulations](#).

NIFA Federal Assistance Policy Guide—a compendium of basic NIFA policies and procedures applying to all NIFA awards, unless there are statutory, regulatory, or award-specific requirements to the contrary, is available at the [USDA/NIFA Policy Guide](#).

D. Expected Program Outputs and Reporting Requirements

Organizations receiving Smith-Lever 3(b) & (c) funding from the National Institute of Food and Agriculture (NIFA), are required to submit the following reports:

1. Fiscal Year (FY) 2023 Plan of Work (POW) update;
2. FY2021 Annual Report of Accomplishments and Results;
3. Program/project Initiation in the NIFA Reporting System (NRS); and
4. Federal Financial Reports (SF-425)

The FY 2023 Plan of Work (POW) update and the FY 2021 Annual Report are due by April 1, 2022. NIFA is building a new integrated reporting portal for research and extension that will affect how the 2021 Annual Report will be submitted to NIFA. Updated instructions for submitting the 2021 Annual Report to NIFA will be provided on the NRS web page <https://nifa.usda.gov/tool/pow-nifa-reporting-system>. The FY 2023 Plan of Work should be submitted online through the Institutional Profile in REEport unless instructed otherwise on the NRS webpage (<https://nifa.usda.gov/tool/pow-nifa-reporting-system>).

In FY 2022, Institutions will initiate Extension programs in NRS via this link: <https://nifa.usda.gov/tool/pow-nifa-reporting-system>. Institutions must submit a Program Initiation in the NRS, which includes the Program Description, Classifications, and identification of Integrated and Multi-State activities prior to initiation of each capacity-funded program. The program will undergo a review by NIFA and be approved, deferred, or declined.

Institutions will submit annual progress reports in the NRS based on the federal fiscal year. Reports are due March 1 for the preceding fiscal year. Progress reports will form the basis for the newly formatted Annual Report of Accomplishments and Results.

Federal Financial reporting via the SF-425 is due within the ezFedGrants portal, at minimum on an annual basis. Please see your Notice of Award for additional required SF-425's throughout the life

of the award. Information on how to access the ezFedGrants portal can be found under the training on the ezFedGrants page at [ezFedGrants \(eFG\) Grants and Agreements System](#).

See <https://nifa.usda.gov/program/smith-lever-act-capacity-grant> for additional Smith-Lever reporting requirement details. See <https://nifa.usda.gov/program/district-columbia-public-postsecondary-education-reorganization-act-program-cooperative-cooperative> for additional Postsecondary Education Reorganization Act reporting requirement details.

PART VII—AGENCY CONTACTS

For questions regarding DCPPERA projects/program, please contact:

Bonita Williams, National Program Leader
Division of Youth and 4-H
National Institute of Food and Agriculture
U.S. Department of Agriculture
805 Pennsylvania Ave.
Kansas City, MO 64105
E-mail: bonita.williams@usda.gov

For questions regarding SLBC projects/program, please contact:

Denis Ebodaghe, National Program Leader
National Institute of Food and Agriculture
U.S. Department of Agriculture
805 Pennsylvania Avenue
Kansas City, MO 64105
Phone: 202-445-5460
E-mail: denis.ebodaghe@usda.gov

Mathieu Ngouajio, National Science Liaison
National Institute of Food and Agriculture
U.S. Department of Agriculture
305-A Whitten Building 12th Street, SW, and Jefferson Drive Washington, DC
Phone: 202-570-1915
E-mail: Mathieu.ngouajio@usda.gov

For administrative questions relating to the completion of the grants.gov forms please contact.

Linda Cambron
OGFM/National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131
Telephone: 816-820-4039
Email: linda.cambron@usda.gov

For questions relating to REEport forms and submissions, please contact the Planning, Accountability and Reporting Staff; Email: electronic@usda.gov.

For questions relating to the 5-Year Plan of Work Update or the Annual Report of Accomplishments and Results, contact Planning, Accountability and Reporting Staff; Email: pow@usda.gov.

PART VIII – OTHER INFORMATION

The USDA NIFA home page for the DCPPERA is:

<https://nifa.usda.gov/program/district-columbia-public-postsecondary-education-reorganization-act-program-cooperative>.

The USDA NIFA home page for the Smith-Lever Act Capacity Grant is:

<https://nifa.usda.gov/program/smith-lever-act-capacity-grant>.

**UNITED STATES DEPARTMENT OF AGRICULTURE
National Institute of Food and Agriculture**

**FY 2021 Distribution of Funds to Eligible Institutions for Extension Activities
Authorized under the Smith-Lever Act and the D.C. Postsecondary Education Re-organization Act**

Appendix A - Final

Recipient Name	DUNS Number	State	Allocation	Required Match
UNIVERSITY OF ALASKA FAIRBANKS GRANTS & CONTRACTS	615245164	AK	\$ 1,256,452	\$ 1,256,452
AUBURN UNIVERSITY	066470972	AL	7,412,647	7,412,647
UNIVERSITY OF ARKANSAS SYSTEM DIVISION OF AGRICULTURE OF THE UNIVERSITY OF ARKANSAS	039796771	AR	6,218,516	6,218,516
AMERICAN SAMOA COMMUNITY COLLEGE	854990793	AS	1,810,671	905,336
UNIVERSITY OF ARIZONA	961605172	AZ	2,141,930	2,141,930
REGENTS OF THE UNIVERSITY OF CALIFORNIA, THE DIVISION OF AGRICULTURE AND NATURAL RESOURCES	080668243	CA	8,389,190	8,389,190
COLORADO STATE UNIVERSITY PRESIDENT'S OFFICE AT COLORADO STATE UNIVERSITY	829068126	CO	3,409,011	3,409,011
UNIVERSITY OF CONNECTICUT OFFICE SPONSORED PROGRAMS	614209054	CT	2,316,688	2,316,688
UNIVERSITY OF DELAWARE	059007500	DE	1,408,511	1,408,511
UNIVERSITY OF FLORIDA DIVISION OF SPONSORED RESEARCH	969663814	FL	5,041,560	5,041,560
UNIVERSITY OF GEORGIA SPONSORED PROJECTS ADMINISTRATION	619003127	GA	8,456,243	8,456,243
UNIVERSITY OF GUAM	779908151	GU	1,872,517	936,259
UNIVERSITY OF HAWAII SYSTEMS COLLEGE OF TROPICAL AGRICULTURE & HUMAN RESOURCES	930124792	HI	1,452,358	1,452,358
IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY IOWA STATE UNIVERSITY	005309844	IA	10,010,781	10,010,781
REGENTS OF THE UNIVERSITY OF IDAHO UNIVERSITY OF IDAHO	075746271	ID	2,994,356	2,994,356
UNIVERSITY OF ILLINOIS BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS, THE	041544081	IL	10,144,444	10,144,444
PURDUE UNIVERSITY	072051394	IN	9,619,326	9,619,326
KANSAS STATE UNIVERSITY PRE-AWARDS SERVICES	929773554	KS	5,881,642	5,881,642
UNIVERSITY OF KENTUCKY	007400724	KY	9,755,677	9,755,677
LOUISIANA STATE UNIVERSITY LSU AGRICULTURAL CENTER	783201833	LA	5,428,732	5,428,732
UNIVERSITY OF MASSACHUSETTS OFFICE OF GRANT & CONTRACT ADMINISTRATION	153926712	MA	2,844,851	2,844,851
UNIVERSITY OF MARYLAND COLLEGE OF AGRICULTURE AND NATURALRESOURCES	837696475	MD	3,585,637	3,585,637
UNIVERSITY OF MAINE SYSTEM RESEARCH & SPONSORED PROGRAM	186875787	ME	2,549,383	2,549,383
MICHIGAN STATE UNIVERSITY	193247145	MI	9,669,565	9,669,565
REGENTS OF THE UNIVERSITY OF MINNESOTA OFFICE SPONSORED PROJECTS ADMINISTRATION	555917996	MN	9,452,810	9,452,810
UNIVERSITY OF MISSOURI SYSTEM CURATORS OF THE UNIVERSITY OF MISSOURI	153890272	MO	9,562,101	9,562,101
NORTHERN MARIANAS COLLEGE	854851201	MP	1,796,781	898,391
MISSISSIPPI STATE UNIVERSITY	075461814	MS	7,266,490	7,266,490
MONTANA STATE UNIVERSITY, INC MONT ST UNIV/GRANTS & CONTRACT	625447982	MT	2,884,241	2,884,241
NORTH CAROLINA STATE UNIVERSITY	042092122	NC	12,306,700	12,306,700

NORTH DAKOTA STATE UNIVERSITY	803882299	ND	3,565,241	3,565,241
BOARD OF REGENTS OF THE UNIVERSITY OF NEBRASKA UNIVERSITY OF NEBRASKA	555456995	NE	5,326,832	5,326,832
UNIVERSITY SYSTEM OF NEW HAMPSHIRE UNH COOPERATIVE EXTENSION	964184584	NH	1,867,747	1,867,747
RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY	030501568	NJ	2,842,783	2,842,783
NEW MEXICO STATE UNIVERSITY OFFICE OF SPONSORED PROGRAMS	173851965	NM	2,240,993	2,240,993
NEVADA SYSTEM OF HIGHER EDUCATION UNIVERSITY OF NEVADA, RENO	146515460	NV	1,267,179	1,267,179
CORNELL UNIVERSITY OFFICE OF SPONSORED PROGRAMS	872612445	NY	8,868,557	8,868,557
COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE, THE O S U EXTENSION	175373752	OH	11,824,778	11,824,778
OKLAHOMA STATE UNIVERSITY	049987720	OK	6,091,032	6,091,032
OREGON STATE UNIVERSITY	053599908	OR	4,115,157	4,115,157
PENNSYLVANIA STATE UNIVERSITY, THE PENN STATE	003403953	PA	11,099,608	11,099,608
COLLEGE OF MICRONESIA LAND GRANT PR	854812422	PNI	1,952,187	976,094
PUERTO RICO AGRICULTURAL EXTENSION	176086184	PR	7,232,591	3,616,296
UNIVERSITY OF RHODE ISLAND CONTROLLERS OFFICE	144017188	RI	1,189,362	1,189,362
CLEMSON UNIVERSITY	042629816	SC	6,059,168	6,059,168
SOUTH DAKOTA STATE UNIVERSITY	929929743	SD	3,852,873	3,852,873
UNIVERSITY OF TENNESSEE UT AGRICULTURE EXTENSIONS SERVICE	134399448	TN	9,319,169	9,319,169
TEXAS A&M AGRILIFE EXTENSION SERVICE	781568837	TX	14,002,423	14,002,423
UTAH STATE UNIVERSITY USU	072983455	UT	1,843,173	1,843,173
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY	003137015	VA	7,731,206	7,731,206
UNIVERSITY OF THE VIRGIN ISLANDS	090003765	VI	1,836,561	918,281
UNIVERSITY OF VERMONT & STATE AGRICULTURAL COLLEGE UNIVERSITY OF VERMONT	066811191	VT	1,992,367	1,992,367
WASHINGTON STATE UNIVERSITY WSU EXTENSION AND CAHNRS	959235664	WA	4,624,011	4,624,011
UNIVERSITY OF WISCONSIN SYSTEM	161202122	WI	9,573,410	9,573,410
WEST VIRGINIA UNIVERSITY	929332658	WV	4,417,673	4,417,673
UNIVERSITY OF WYOMING SPONSORED PROGRAMS	069690956	WY	1,738,325	1,738,325
Total Amount			\$ 303,414,217	\$ 295,163,566
UNIVERSITY OF THE DISTRICT OF COLUMBIA			\$ 1,235,560	\$ 1,235,560
Total Payment to States			\$ 304,649,777	