

Agricultural Extension at 1890 Land-Grant Institutions – Section 1444

Fiscal Year (FY) 2023 Request for Applications

APPLICATION DEADLINE: October 31, 2022



United States
Department of
Agriculture

National Institute
of Food and
Agriculture

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

**Agricultural Extension at 1890 Land-Grant Institutions – Section 1444 Initial
Announcement**

Assistance Listing Number: formerly known as the Catalog of Federal Domestic Assistance (CFDA): This program is listed in the Assistance Listings under 10.512.

Dates: Applications must be received by **5:00 p.m. Eastern Time on October 31, 2022**. 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.

Advancing Diversity, Equity, Inclusion, and Accessibility (DEIA): NIFA recognizes research, education, and extension efforts will have the greatest impacts when programs are grounded in DEIA. NIFA is committed to enhancing diversity, equity, inclusion, and accessibility of programs and encourages individuals, institutions, and organizations from underserved communities to apply to funding opportunities as lead, co-lead, or subaward recipient(s), and to engage as leaders in the peer panel review process to support the development of strong networks and collaborations. NIFA encourages applications that engage diverse communities and have broad impacts through research, education, extension, and integrated activities to address current and future challenges.

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 (AREERA) ([7 U.S.C. 7613\(c\)\(2\)](#)). Submit written stakeholder comments by the deadline set forth in the DATES portion of this notice to policy@usda.gov. This email address is intended only for receiving comments regarding this RFA and not for requesting information or forms. In your comments, state you are responding to the Agricultural Extension at 1890 Land-Grant Institutions RFA.

Executive Summary: NIFA requests applications for the Agricultural Extension at 1890 Land-Grant Institutions Program (Section 1444) for fiscal year (FY) 2023 to support continuing agricultural and forestry extension activities at colleges eligible to receive funds under the Act of August 30, 1890 (26 Stat. 417–419, as amended, [7 U.S.C. 321–326 and 328](#) (“1890 Land-Grant Institutions”), including Tuskegee University, West Virginia State University and Central State University. Funds appropriated under this section shall be used for expenses of conducting extension programs and activities and for contributing to the retirement of employees subject to the provisions of the Act of March 4, 1940 (54 Stat. 30–40, as amended; [7 U.S.C. 331](#)).

This RFA is being released prior to the enactment of an FY2023 Appropriations Act. Subject to any FY 2023 Continuing Resolution, NIFA will distribute funds to the institutions according to the amounts allocated in FY 2022. NIFA will adjust the allocations for FY 2023 once

appropriations are finalized. The amount available for support of this program in FY 2022 was \$62,400,000. Appendix A of this RFA includes specific FY 2022 distributions. NIFA will issue FY 2023 payments subject to the availability of funds and the applicant having met the previous year's reporting requirements. [Part III, B of this RFA](#) identifies if matching is a requirement and, if so, you should pay particular attention to the matching instructions included in [Part IV, B, 4 of this RFA](#).

This notice identifies the objectives for Section 1444 project/program, the eligibility criteria for projects/program and applicants, and the application forms and associated instructions you need to apply for a Section 1444 grant.

The USDA NIFA home page for Section 1444 is:

<https://www.nifa.usda.gov/grants/programs/agricultural-extension-programs-1890-institutions>

2023 Updates

1. FY23 reporting requirements have been transitioned from REEport to the NIFA Reporting System (NRS) for Capacity programs. Information regarding NRS and reporting due dates is available at <https://www.nifa.usda.gov/data/nifa-reporting-system>.
2. The [Digital Accountability and Transparency Act of 2014, P.L. 113-101](#) (DATA Act) was signed into law May 9, 2014. The Act requires federal award information be made available for public view on <USASpending.gov>. To fulfill these requirements, there are two additional forms included within the RFA package: the Project/Performance Site Location(s) and Project Abstract forms, OMB Number 4040-0010. The Project/Performance Site Location(s) form will provide more accurate identification of where the federal assistance funding is being utilized. The Project Abstract form will provide more detailed information regarding what the funding is being used for. Any additional information regarding this Act can be found at [Data Act Resources for Web](#).

TABLE OF CONTENTS

PART I—FUNDING OPPORTUNITY DESCRIPTION6
 A. Legislative Authority and Background6
 B. Purpose6
PART II—AWARD INFORMATION.....7
 A. Available Funding7
 B. Type of Application7
PART III—ELIGIBILITY INFORMATION.....8
 A. Eligible Applicants8
 B. Cost Sharing or Matching8
PART IV—APPLICATION AND SUBMISSION INFORMATION10
 A. Electronic Application Package.....10
 B. Content and Form of Application Submission.....11
 C. Submission Dates and Times15
 D. Funding Restrictions16
 E. Other Submission Requirements.....17
PART V—APPLICATION REVIEW REQUIREMENTS.....18
 A. General18
 B. Organizational Management Information.....18
PART VI—AWARD ADMINISTRATION19
 A. General.....19
 B. Award Notice19
 C. Administrative and National Policy Requirements.....19
 D. Responsible and Ethical Conduct of Research19
 E. Expected Program Outputs and Reporting Requirements19
PART VII—AGENCY CONTACT21
PART VIII—OTHER INFORMATION21
APPENDIX A.....22

PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

Section 1444 of the National Agricultural Research, Extension and Teaching Policy Act Of 1977 (NARETPA), enacted as [Title XIV of Public Law 95–113](#) (The Food and Agriculture Act of 1977) on September 29, 1977, is also known as the Section 1444 Program. Section 1444 is codified at [7 U.S.C. 3221](#). This law provides the basis for federal funding for agricultural extension activities at 1890 Land-Grant Institutions, including Tuskegee University, West Virginia State University and Central State University.

Per US Code Title [7 U.S.C. 3221](#), funds in excess or deficit of the previous fiscal year are added or subtracted from each eligible institution’s allocation using a 20-40-40 calculation in the following manner:

1. 20% of the increase/decrease allotted in equal proportions to eligible institutions
2. 40% of the increase/decrease allotted to eligible institutions in proportion to the rural population within the state in which the institution resides, based on the last available census
3. 40% of the increase/decrease allotted to eligible institutions in proportion to the farm population within the state in which the institution resides, based on the last available census

Should an eligible institution’s allocation fall below a required minimum; reductions are made proportionately from the other eligible institutions.

B. Purpose

The purpose of this funding is to support agricultural and forestry extension activities at 1890 Land-Grant Institutions, including Tuskegee University, West Virginia State University and Central State University.

The Agricultural Extension at 1890 Land-Grant Institutions – Section 1444 is aligned with the following USDA Strategic Goals:

USDA Strategic Plan FY 2022-2026 found at

(<https://www.usda.gov/sites/default/files/documents/usda-fy-2022-2026-strategic-plan.pdf>)

Strategic Goal 1: Combat Climate Change to Support America’s Working Lands, Natural Resources and Communities

Strategic Goal 2: Ensure America’s Agricultural System is Equitable, Resilient, and Prosperous

Strategic Goal 3: Foster an Equitable and Competitive Marketplace for All Agricultural Producers

Strategic Goal 4: Provide All Americans Safe, Nutritious Food

Strategic Goal 5: Expand Opportunities for Economic Development and Improve Quality of Life in Rural and Tribal Communities

Strategic Goal 6: Attract, Inspire, and Retain an Engaged and Motivated Workforce that’s Proud to Represent USDA

PART II—AWARD INFORMATION

A. Available Funding

Subject to any FY 2023 Continuing Resolution, NIFA will distribute funds to the institutions according to the amounts allocated in FY 2022. NIFA will adjust the allocations for FY 2023 once appropriations are finalized. The amount available for support of this program in FY 2022 was \$62,400,000.

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.

B. Type of Application

Applications for FY 2023 are limited to “new” applications.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

The list below contains the names of **1890 Land Grant Institutions** eligible for the Section 1444 Agricultural Extension 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.

1. Alabama A&M University
2. Alcorn State University
3. Central State University
4. Delaware State University
5. Florida A&M University
6. Fort Valley State University
7. Kentucky State University
8. Langston University
9. Lincoln University
10. North Carolina A&T State University
11. Prairie View A&M University
12. South Carolina State University
13. Southern University
14. Tennessee State University
15. Tuskegee University
16. University of Arkansas Pine Bluff
17. University of Maryland Eastern Shore
18. Virginia State University
19. West Virginia State University

Only 1890 Land-Grant Universities, including Tuskegee University, West Virginia State University and Central State University conducting agricultural extension activities in accordance with Section 1444 of the National Agricultural Research, Extension and Teaching Policy Act of 1977 (NARETPA) ([7 U.S.C. 3222](#)) are eligible.

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

Section 1449 of NARETPA ([7 U.S.C. 3222d](#)) states, “the State shall provide matching funds from non-federal sources. Such matching funds shall be for an amount equal to, not less than 100 percent of the formula grant funds to be distributed to the eligible institution. The

Secretary may waive the matching funds requirement for up to 50 percent for any fiscal year for an eligible institution if the Secretary determines the State will be unable to satisfy the 100 percent matching requirement.

The Matching Funds Requirements for Agricultural Research and Extension Capacity Funds at 1890 Land-Grant Institutions, including Central State University, Tuskegee University and West Virginia State University, and at 1862 Land-grant Institutions in Insular Areas are published at [7 CFR 3419](#). [7 CFR 3419.1](#) 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 NARETPA; 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 the amount for all matching support including matching from outside the applicant institution. It must also include the program name and the fiscal year and be signed by the authorized representative. It must be in PDF format (see Part IV of the [NIFA Grants Application Guide](#) for attachment requirements) and included as a separate attachment to the Attachment Form.

NIFA may consider and approve matching waiver requests above the 50 percent level. [7 CFR 3419.3](#), Limited Waiver Authority, and [7 CFR 3419.4](#), applications for waivers for both 1890 land-grant institutions and 1862 land-grant institutions in insular areas, 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.6.c](#) 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 [Pre-Award Phase](#).

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, 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-10512-1444XXXX-23-0001

in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package. Select the Related Documents Tab and Package Tap to reference all elements required and the NIFA Grants Application Guide associated with your funding opportunity. 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 Application Guide.”](#) This guide contains an introduction and general [Grants.gov](#) instructions, additional information about the Grants.gov 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.

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).

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 the agency to which you are applying
3. Specific area of concern

B. Content and Form of Application Submission

Applicants must prepare electronic applications following Parts III and IV of the [NIFA Grants 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 V of the [NIFA Grants Application Guide](#). Any proposals that are non-compliant with the requirements (e.g.; content format, PDF file format, file name restrictions, or 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 IV, of the [NIFA Grants Application Guide](#) for further information).

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

1. Email: capacitygrantquestions@usda.gov
2. 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. Project/Performance Site Location(s) Form
3. Project Abstract Form (including attachment in PDF format)
4. Key Contacts Forms
5. NIFA Supplemental Information Form
6. Attachment Form (including attachments in PDF format)

The [NIFA Grants 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 of the [NIFA Grants 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 FY2022 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**
 - i. Enter Legal Name of the Applicant as registered in the System for Awards Management (SAM) which appears in the first column of Appendix A to this RFA.
 - ii. Enter the Institutions Unique Entity Identifier (UEI) as it appears in SAM
 - iii. Enter the Department Name of Eligible Recipient, if applicable.
- c) **Field 7. Type of Applicant** – Enter the Institution type as registered in SAM.gov
- d) **Field 8. Type of Application** – Enter “new”
- e) **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
- f) **Field 13. Congressional District of Applicant** - Enter the Congressional District for the Institution’s location provided in Part V, Applicant Information
- g) **Field 15. Estimated Project Funding** – For item a and b, enter your institution’s FY 2022 allocation as listed in Appendix A to this RFA
- h) **Field 17. Complete Certification** - See Part V of the [NIFA Grants Application Guide](#) for the required certifications and assurances (e.g., Prohibition Against Entities Requiring Certain Internal Confidentiality Agreements), then check box
- i) **Field 19. Authorized Representative** - Signature of Authorized Representative in this box shall match information completed within this section. If signature is a designee or other party, a letter on university letterhead designating this signature authority shall be included with the submission as part of the attachments within the Attachment Form

2. Project/Performance Site Location(s) Form

Information related to the requirements on this form is available in Part V of the [NIFA Grants Application Guide](#). The following are additional instructions.

Note: The Primary Place of Performance Site Location is the principal location where the majority of work is being performed, such as a manufacturing plant where items are produced or a hospital where research is being conducted. In many instances, a project’s Primary Place of Performance Site Location will not be the same as the recipient’s legal business address.

- a) Complete only the “Project/Performance Site Primary Location” section of the form
- b) **Organization Name** - Indicate the organization name of the primary site where the work will be performed
- c) **Street1** - Enter first line of the street address for the primary performance site location

- d) **Street2** - Enter second line of the street address for the primary performance site location, if needed
- e) **City** - Enter the City for the address of the primary performance site location
- f) **County** - Enter the County of the performance site location
- g) **State** – From the drop-down menu, select the state code (e.g., NY for New York, CA for California) where the primary performance site location is located. For the following territories, use the following state codes. These codes are at the end of the drop-down menu except D.C.
 - i. Washington DC = DC
 - ii. American Samoa = AS
 - iii. Guam = GU
 - iv. Marshall Islands=MH
 - v. Micronesia= FM
 - vi. Northern Mariana Islands = MP
 - vii. Puerto Rico=PR
 - viii. US Virgin Islands=VI
- h) **Country** – This field should default to USA. Please select the proper country if applicable.
- i) **Zip/Postal Code** - Enter the nine-digit Postal Code (e.g., ZIP code) of the primary performance site location.
- j) **Project/Performance Site Congressional District** - Enter the two-digit Congressional District of the primary performance site location (e.g., 01, 02, 03...). For the following unique areas, the Congressional Districts are:
 - i. Alaska, Delaware, Montana, North Dakota, South Dakota, Vermont, Wyoming - 00 is the Congressional District code
 - ii. Washington DC, American Samoa, Guam, Northern Mariana Islands, Puerto Rico, US Virgin Islands - 98 is the Congressional District code
 - iii. Micronesia, Marshall Islands, Palau, US Minor Outlying Islands - 99 is the Congressional District code

3. Project Abstract Form

Information in this form is important to DATA Act requirements for reporting to the public via [USA Spending](#). The abstract submitted should not be more than 18,000 characters (including spaces, dashes, etc.) and should be “a plain language description of the Federal award purpose; activities to be performed; deliverables and expected outcomes; intended beneficiary(ies); and subrecipient activities if known/specified at the time of award.” This information may be a copy of a section of the Institutions FY 2023 plan of work, as long as these areas are included. Remember, whatever information is provided in this abstract will be displayed to the public via the [USA Spending](#) website. Therefore, do not include any proprietary or confidential information

4. Key Contacts Form

Information related to the requirements of this form is available in Part V of the [NIFA Grants Application Guide](#). These documents must be completed and submitted in PDF format. The Project Role field of the Key Contact form should contain the exact roles indicated below for each contact required. A person’s job title should be entered in the Title field of the Key Contact

form and not in the Project Role field. Missing forms may result in delayed processing of the application.

- a) **Contact 1 Project Role:** Enter the contact information for the 1890 Extension Administrator, or his or her designee.
- b) **Contact 2 Project Role:** Enter the contact information for the 1890 Extension Administrator’s 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.

5. Supplemental Information Form

Information related to the questions on this form is available in Part V of the [NIFA Grants Application Guide](#). The following are additional instructions.

- a) **Field 1. Funding Opportunity Name** – Extension at 1890 Land-Grant Colleges, Section 1444
- b) **Field 2. Program to which you are applying**
 - i. Program Code Name - Extension at 1890 Land-Grant Colleges, Section 1444
 - ii. Program Code – 1444
- c) **Field 3. Type of Applicant** - Enter the Institution type as registered in SAM.gov
- d) **Field 6. ASAP Recipient Information** – Check “Yes” and enter in the Institution ASAP Recipient ID corresponding with the Institution receiving the award
- e) **Field 8. Conflict of Interest List** - Do not attach a conflict-of-interest list, leave this section blank list

6. Attachment Form

Information related to the requirements on this form is available in Part V of the [NIFA Grants Application Guide](#). The following are additional instructions.

- a) **Felony Convictions or Tax Delinquent Status** - See Part V of the [NIFA Grants 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 shall include the non-federal sources (specify the type of match as third party or cash; the source of match, state or non-state, county or non-tax); and the amount for all match for each source. The matching documentation must include the program name and the fiscal year and be signed by the authorized representative. The match information should be in PDF format (see IV of the [NIFA Grants Application](#)

[Guide](#) for attachment requirements) and included as a separate attachment identified on the Attachment Form.

To 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 IV of the [NIFA Grants Application Guide](#) for attachment requirements). The revised Final Rule 3419, published May 11, 2018, contains information on applications for waivers for both 1890 land-grant institutions and 1862 land-grant institutions in insular areas.

The following information shall be included with your request submitted:

- i. 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., research, extension, Hatch, Smith-Lever);
- ii. a statement of the fiscal year(s) for which the waiver is requested;
- iii. a statement of the exact dollar amount of waiver being requested by fiscal year and how the amount was computed (by matching fund category);
- iv. a statement of why the waiver is requested using the 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;
- v. 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;
- vi. the university’s approved budget for the program for both the current and previous budget cycles; and
- vii. the university’s efforts to meet future matching needs.

Other information you may also submit includes but is not limited to documentation 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 Application Guide](#).

Applications must be received by Grants.gov by **5 p.m. Eastern Time on October 31, 2022**. 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](#).

If you are not able to validate NIFA received your application by October 12, 2022, 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) Use of Funds Limitation

No portion of the funds allocated under this grant will be applied, directly, or indirectly, to the purchase, erection, preservation, or repair of any building or buildings, or the purchase or rental of land, or in college course teaching, lectures in college, or any other purpose not specified in section 1444 of NARETPA.

(2) Approved NIFA Section 1444 Projects

Section 1444 Program funding may only be used to support agricultural extension activities identified in the approved 5-Year Plan of Work.

(3) 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 Section 1444 capacity grant expenditures. Further, costs that are a part of an institution's indirect cost pool (e.g., administrative or clerical salaries) may not be reclassified as direct costs for the purpose of making them allowable.

(4) Carryover of Funds

Agricultural Extension funds are expected to be fully expended in the fiscal year of appropriation; however, up to 100% of funds may be carried over for up to four years after the end of the year for which they were appropriated. No prior approval is required.

(5) Retirement Contributions

Employer contributions to land-grant college retirement systems are limited to 5 percent of the 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 Federal Assistance Policy Guide for additional information.

(6) Matching

See [Part III, B of this RFA](#) for additional information.

E. Other Submission Requirements

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

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

Unique Entity Identifier (UEI) 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:

1. be registered in SAM before submitting its application;
2. provide a valid UEI number in its application; and
3. 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 UEI 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 UEI 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 [NIFA Federal Assistance Policy Guide](#).

D. Responsible and Ethical Conduct of Research

Refer to Part IV of the [NIFA Grants Application Guide](#) for more information.

E. Expected Program Outputs and Reporting Requirements

Organizations receiving Section 1444 funding from NIFA, are required to submit the following reports:

1. Fiscal Year (FY) 2024 Plan of Work (POW) update;
2. FY 2022 Annual Report of Accomplishments and Results (Annual Report);
3. Program/project information in the NIFA Reporting System (NRS);
4. Program/Project progress reports;
5. Project Financial Report; and
6. Federal Financial Reports (SF-425)

The FY 2024 Plan of Work (POW) update and the FY 2022 Annual Report are due by April 1, 2023. NIFA is building an integrated reporting portal for research and extension grants. Information regarding requirements for submittals of reporting through the NRS are available at the NRS web page <https://nifa.usda.gov/tool/pow-nifa-reporting-system>.

In FY 2022, Institutions initiated Extension programs in NRS via this link: <https://nifa.usda.gov/tool/pow-nifa-reporting-system>. Institutions must continue submitting Program Initiations 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 form the basis for the Annual Report of Accomplishments and Results due May 1.

A Project Financial Report must be submitted to NIFA annually for all eligible projects from the preceding fiscal year. A Project Financial Report is also required for expenditures on all state projects to be included in the non-federal funds and matching funds computation. Reports shall be made on the federal fiscal year basis.

Federal Financial Report (SF-425) – 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 (NOA) for information on additional required SF-425's that may be required throughout the life of the award. Information on how to access the ezFedGrants portal can be found at the ezFedGrants (eFG) Grants and Agreements System Overview page.

See [Agricultural Extension Programs at 1890 Institutions](#) for additional details of reporting requirements.

PART VII—AGENCY CONTACT

For questions regarding Section 1444 projects/program, please contact:

Dr. Solomon Haile, National Program Leader
Division of Community and Education
Institute of Youth, Family, and Community
National Institute of Food and Agriculture
Telephone: (615) 517-4157
Email: Solomon.Haile@usda.gov

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

Alicia J. Simon, Senior Grants Management Specialist
OGFM/National Institute of Food and Agriculture
Telephone: (202) 253-7102
Email: 1890@usda.gov

For questions relating to NRS 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@nifa.usda.

PART VIII—OTHER INFORMATION

The USDA NIFA home page for the Section 1444 Program is:
<https://www.nifa.usda.gov/program/agricultural-extension-programs-1890-institutions>.

APPENDIX A

UNITED STATES DEPARTMENT OF AGRICULTURE
 National Institute of Food and Agriculture
 FY 2022 Distribution to the 1890 Land Grant Institution's, Central State, Tuskegee University
 and West Virginia State University for Extension Authorized Under
 Public Law 95-113, Section 1444, September 29, 1977, As Amended
 Appendix A - Final

Recipient Name	DUNS Number	State	Allocation (\$)	Required Match (\$)
TUSKEGEE UNIVERSITY	128214178	AL	2,979,823	2,979,823
ALABAMA A & M UNIVERSITY	079121448	AL	2,979,823	2,979,823
UNIVERSITY OF ARKANSAS SYSTEM HISTORIC BLACK COLLEGE UNIVERSITY	627198211	AR	2,610,036	2,610,036
DELAWARE STATE UNIVERSITY	114337629	DE	1,414,550	1,414,550
FLORIDA A&M UNIVERSITY	623751831	FL	2,603,835	2,603,835
FORT VALLEY STATE UNIVERSITY	073459083	GA	3,516,750	3,516,750
KENTUCKY STATE UNIVERSITY	071317788	KY	4,347,667	4,347,667
SOUTHERN UNIVERSITY AGRICULTURAL & MECHANICAL COLLEGE SOUTHERN UNIVERSITY AGRICULTURAL RESEARCH AND EXTENSION CENTER	786908579	LA	2,246,440	2,246,440
UNIVERSITY OF MARYLAND EASTERN SHORE UMES	082611302	MD	1,835,409	1,835,409
LINCOLN UNIVERSITY	071970164	MO	4,663,128	4,663,128
ALCORN STATE UNIVERSITY EDUCATIONAL BUILDING CORPORATION, THE	075084897	MS	2,676,936	2,676,936
NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY NORTH CAROLINA A&T STATE UNIVERSITY	071576482	NC	4,860,287	4,860,287
CENTRAL STATE UNIVERSITY	008873747	OH	4,455,373	4,455,373
LANGSTON UNIVERSITY	071222780	OK	2,943,832	2,943,832
SOUTH CAROLINA STATE UNIVERSITY ACADEMIC AFFAIRS	626143457	SC	2,483,509	2,483,509
TENNESSEE STATE UNIVERSITY	108814179	TN	4,032,199	4,032,199
PRAIRIE VIEW A&M UNIVERSITY	138170220	TX	6,495,412	6,495,412
VIRGINIA STATE UNIVERSITY	074744624	VA	3,343,472	3,343,472
WEST VIRGINIA STATE UNIVERSITY WEST VIRGINIA STATE UNIVERSITY RESEARCH AND DEVELOPMENT	874797876	WV	1,911,519	1,911,519
Total Payment to States			\$ 62,400,000	\$ 62,400,000
Federal Administration			2,600,000	
Small Business Set-aside			-	
Total Appropriation			\$ 65,000,000	