

Animal Health and Disease Research Program

Fiscal Year 2025 Request for Applications
APPLICATION DEADLINE: September 30, 2024

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

Animal Health and Disease Research Program

Assistance Listing Number: This program is listed in the Assistance Listings under 10.207.

Dates: Applications must be received by **5:00 p.m. Eastern Time on September 30, 2024**. 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): The National Institute of Food and Agriculture (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. NIFA seeks comments on all Request for Applications (RFA) so it can deliver programs efficiently, effectively, with integrity, and with a focus on customer service. NIFA considers comments to the extent possible when developing RFAs, and uses comments to help meet the requirements of Section 103(c)(2) of the Agricultural Research, Extension, and Education Reform Act of 1998 ([7 U.S.C. 7613\(c\)\(2\)](#)). Applicants may submit written comments to Policy@usda.gov. Please use the following subject line: AHDR RFA.

Executive Summary

NIFA requests applications for the Capacity and Infrastructure Program Part (a) of the Continuing Animal Health and Disease, Food Security, and Stewardship Research, Education and Extension Program (aka Animal Health and Disease Research or AHDR) for fiscal year (FY) 2025 to assist all states in carrying out program of research activities designed to do the following:

1. Meet expenses of conducting animal health and disease research, publishing, and disseminating the results of such research and contributing to the retirement of employees, subject to the provisions of the Act of March 4, 1940 (54 Stat. 39–40, as amended; [7 U.S.C. 331](#));
2. For administrative planning and direction; and
3. Purchase of equipment and supplies necessary for conducting such research.

This RFA is being released prior to the enactment of a FY 2025 Appropriations Act. Subject to any FY 2025 Continuing Resolution, NIFA will distribute funds to the institutions according to the amounts allocated in FY 2024. NIFA will adjust the allocations for FY 2025 once appropriations are finalized. The amount available for support of this program in FY 2024 was \$3,675,880. Allocations for specific institutions can be found on the program's [FY 2024 Distribution Schedule](#)¹. NIFA will issue FY 2025 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, applicants should pay particular attention to the matching instructions included in [Part IV, B, 6](#) of this RFA.

This notice identifies the objectives for the AHDR projects/programs, the eligibility criteria for projects/programs and applicants, and the application forms and associated instructions.

The USDA NIFA web page for the AHDR program is:

<https://www.nifa.usda.gov/grants/programs/animal-health-disease-research-capacity-program>.

¹ The prior year AHDR Distribution Schedule was previously included as Appendix A of this document and is now located on the NIFA website at: <https://www.nifa.usda.gov/capacity-program-distribution-schedules>.

Table of Contents

Table of Tables	5
PART I — FUNDING OPPORTUNITY DESCRIPTION.....	6
A. Legislative Authority and Background.....	6
B. Purpose.....	6
PART II—AWARD INFORMATION.....	7
A. Available Funding.....	7
B. Type of Application	7
C. Responsible and Ethical Conduct of Research	7
PART III—ELIGIBILITY INFORMATION	8
A. Eligible Applicants.....	8
B. Cost Sharing or Matching	10
PART IV—APPLICATION AND SUBMISSION INFORMATION.....	11
A. Method of Application	11
B. Content and Form of Application Submission.....	11
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	19

Table of Tables

1. Steps to Obtain Application Materials.....	11
2. Help and Resources.....	11
3. Key Application Instructions	12

PART I — FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

Section 1433 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977, enacted as Title XIV of Pub. L. 95–113 ([7 U.S.C. 3195](#)), also known as the Animal Health and Disease Research (AHDR) program, provides the basis for federal funding for research activities into animal health and diseases at accredited State schools or colleges of veterinary medicine or agricultural experiment stations that conduct animal health and disease research.

States are eligible for funds appropriated under this Act according to the following formula: Forty-eight percent of the State allotment will be distributed among the states in the proportion that the value of and income to producers from domestic livestock, poultry, and commercial aquaculture species in each State bears to the total value of and income to producers from domestic livestock, poultry, and commercial aquaculture species in all the states, based on the most current inventory of all cattle, sheep, swine, horses, poultry, and commercial aquaculture species published by the Department of Agriculture. Forty-eight percent of the State allotment will be distributed among the states in the proportion the animal health research capacity of the eligible institutions in each state bears to the total animal health research capacity in all the states, as determined by NIFA.

The applicability of the five percent retirement cap to capacity programs listed in section 251(f)(1) of the Department of Agriculture Reorganization Act of 1994, [7 U.S.C. 6971\(f\)\(1\)](#) will depend on the final appropriations act language. The authority to pay for the retirement of land-grant college employees is found in [7 U.S.C. 331](#). Section 331 applies to Acts supplementary to the First Morrill Act and to programs authorized under authorities that specifically provide for the application of section 331. Therefore, the 5 percent retirement cap applies to Smith-Lever, Smith Lever Special Needs, DC PPERA, Hatch, 1890 Extension, 1890 Research, and Animal Health grants. This includes these grants in Puerto Rico, US Virgin Islands, Guam, American Samoa, Northern Marianas, and Micronesia. The retirement cap does NOT apply to the following programs: McIntire-Stennis, 1890 Facilities, RREA, EFNEP, and Tribal College Endowment.

B. Purpose

The purpose of this funding is to increase animal health and disease research activities at accredited public or private veterinary schools or colleges, or state agricultural experiment stations conducting animal health and disease research.

AHDR aligns with the following:

[USDA Strategic Plan FY 2022-2026](#) goals:

1. Strategic Goal 2: Ensure America’s Agricultural System is Equitable, Resilient, and Prosperous
2. Strategic Goal 4: Provide All Americans Safe, Nutritious Food

[USDA Science and Research Strategy, 2023–2026](#) priorities:

1. Priority #3, Bolstering Nutrition Security & Health

PART II—AWARD INFORMATION

A. Available Funding

This RFA is being released prior to the enactment of a FY 2025 Appropriations Act. Subject to any FY 2025 Continuing Resolution, NIFA will allocate and distribute funds to the institutions according to the [amounts allocated in FY 2024](#). NIFA will adjust the allocations for FY 2025 once appropriations are finalized. The amount available for support of this program in FY 2024 was \$3,675,880.

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. Questions or concerns regarding the ASAP system and its functionality or use should be sent to ASAPCustomerService@usda.gov for the quickest resolution.

B. Type of Application

Applications for FY 2025 are limited to “new” applications.

C. Responsible and Ethical Conduct of Research

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

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

The following is a list of the accredited school, college of veterinary medicine, or State agricultural experiment station that conducts animal health and disease research in accordance with NARETPA section 1433(c) ([7 U.S.C. 3195](#)). 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.

1. Auburn University - Alabama Agricultural Experiment Station
2. Auburn University - Auburn University College of Veterinary Medicine
3. Clemson University - Clemson University Experiment Station
4. Colorado State University - Colorado State University, Agricultural Experiment Station & College of Veterinary Medicine
5. Cornell University of Sponsored Programs - Cornell University Agricultural Experiment Station
6. Cornell University - College of Veterinary Medicine
7. Iowa State University of Science and Technology - Iowa State University Agricultural & Home Economics Experiment Station
8. Iowa State University of Science and Technology - Iowa State University College of Veterinary Medicine
9. Kansas State University - Kansas State University, Agricultural Experiment Station & College of Veterinary Medicine
10. Lincoln Memorial University - College of Veterinary Medicine
11. Long Island University - College of Veterinary Medicine
12. Louisiana State University - Louisiana State University School of Veterinary Medicine
13. Louisiana State University - Louisiana State University Agricultural Center
14. Michigan State University - Agricultural Experiment Station & College of Veterinary Medicine
15. Midwestern University - Midwestern University, College of Veterinary Medicine
16. Mississippi State University - Agricultural and Forestry Experiment Station & College of Veterinary Medicine
17. Montana State University - Montana State Agricultural Experiment Station
18. Nevada System of Higher Education - Nevada Agricultural Experiment Station
19. New Mexico State University - Agricultural Experiment Station
20. North Carolina State University - Agricultural Research Service
21. North Carolina State University - College of Veterinary Medicine
22. North Dakota State University - Agricultural Experiment Station
23. Ohio State University - Agriculture Research and Development Center
24. Ohio State University - College of Veterinary Medicine
25. Oklahoma State University - Agricultural Experiment Station & College of Veterinary Medicine
26. Oregon State University - Agricultural Experiment Station
27. Pennsylvania State University - Agricultural Experiment Station
28. Purdue University - Purdue University, Agricultural Experiment Station & College of Veterinary Medicine

29. Regents of The University of California - Davis School of Veterinary Medicine
30. Regents of The University of California - Division of Agriculture and Natural Resources
31. Rutgers, The State University of New Jersey - New Jersey Agricultural Experiment Station
32. South Dakota State University - Agricultural Experiment Station
33. Texas A&M AgriLife Research - Texas A&M AgriLife Research
34. Texas Tech University - School of Veterinary Medicine
35. Tufts University - Cummings School of Veterinary Medicine
36. Tuskegee University - Tuskegee University College of Veterinary Medicine
37. University of Alaska Fairbanks - University of Alaska Fairbanks Agricultural and Forestry Experiment Station
38. University of Arizona - University of Arizona College of Agriculture & Life Sciences
39. University of Arizona - University of Arizona College of Veterinary Medicine
40. University of Arkansas System –Arkansas Agricultural Experiment Station
41. University of Connecticut - University of Connecticut Storrs Agricultural Experiment Station
42. University of Delaware - University of Delaware Agricultural Experiment Station
43. University of Florida - Florida Agricultural Experiment Station
44. University of Georgia - University of Georgia Agricultural Experiment Station
45. University of Georgia - University of Georgia College of Veterinary Medicine
46. University of Hawaii Systems - University of Hawaii College of Tropical Agriculture and Human Resources
47. University of Idaho - Idaho Agricultural Experiment Station
48. University of Illinois - University of Illinois, Agricultural Experiment Station & College of Veterinary Medicine
49. University of Kentucky - University of Kentucky Agricultural Experiment Station
50. University of Maine - Agricultural and Forest Experiment Station
51. University of Maryland - University of Maryland College of Agriculture and Natural Resources
52. University of Massachusetts - University of Massachusetts Agricultural Experiment Station
53. University of Minnesota - University of Minnesota Agricultural Experiment Station
54. University of Minnesota - University of Minnesota College of Veterinary Medicine
55. University of Missouri - University of Missouri Agricultural Experiment Station
56. University of Missouri - University of Missouri College of Veterinary Medicine
57. University of Nebraska - University of Nebraska Lincoln Institute of Agriculture and Natural Resources Agricultural Research Division
58. University of Puerto Rico - Agricultural Experimental Station of the University of Puerto Rico at Mayaguez
59. University of Rhode Island - College of the Environment and Life Sciences
60. University of Tennessee - AgResearch
61. University of Tennessee - College of Veterinary Medicine
62. University of Vermont & State Agricultural College-University of Vermont, Vermont Agricultural Experiment Station
63. University of Wisconsin - Agricultural Experiment Station & School of Veterinary Medicine
64. University of Wyoming - Agricultural Experiment Station
65. University Pennsylvania - College of Veterinary Medicine

66. University System of New Hampshire -New Hampshire Agricultural Experiment Station
67. Utah State University - Agricultural Experiment Station
68. Virginia Polytechnic Institute, Agricultural Experiment Station and College of Veterinary Medicine
69. Washington State University - Agricultural Research Center
70. Washington State University - College of Veterinary Medicine
71. West Virginia University - Davis College of Agriculture, Natural Resources, and Design
72. Western University of Health Sciences -Western University of Health Sciences College of Veterinary Medicine

B. Cost Sharing or Matching

Matching is required for total State award amounts exceeding \$100,000. A one-to-one match (100%) is required on the funding above the \$100,000 threshold. Total State awards under \$100,000 do not have a matching requirement. [7 U.S.C. 3200](#) provides no funds in excess of \$100,000, exclusive of the funds provided for research on specific national or regional animal health and disease problems under the provisions of section 3196 of this title, shall be paid by the Federal Government to any State under subsection (c) of section 3195 of this title to carry out subsection (a) of such section during any fiscal year in excess of the amount from non-Federal sources made available to and budgeted for expenditure by eligible institutions in the State during the same fiscal year for animal health and disease research. The Secretary is authorized to make such payments in excess of \$100,000 on the certificate of the appropriate official of the eligible institution having charge of the animal health and disease research for which such payments are to be made.

If any eligible institution certified for receipt of matching funds fails to make available and budget for expenditure for animal health and disease research in any fiscal year in sums at least equal to the amount for which it is certified, the difference between the Federal matching funds available and the funds made available to and budgeted for expenditure by the eligible institution shall be reapportioned by the Secretary among other eligible institutions of the same State, if there are any which qualify therefore, and, if there are none, the Secretary shall reapportion such difference among the other States.

In accordance with [48 U.S.C. 1469a\(d\) and 1469a note](#), notwithstanding any other provision of law, in the case of American Samoa, Guam, the Virgin Islands, and the Northern Mariana Islands, NIFA waives any requirement for local matching funds under \$200,000 (including in-kind contributions) required by law to be provided by American Samoa, Guam, the Virgin Islands, or the Northern Mariana Islands for this grant program.

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Method of Application

Applicants must apply to this RFA electronically; no other method or response is accepted. The electronic application for this RFA and additional resources are available on [Grants.gov](https://www.grants.gov) and [Grants 101](#). The tables below provide instructions on how to obtain an electronic application.

The [NIFA Grants Application Guide](#) contains necessary, detailed information to prepare and submit Grant applications to NIFA through Grants.gov and is contained within the specific funding opportunity package. When applying for a NIFA award, it is important to reference the version of the guide that is included in the specific funding opportunity application package.

1. Steps to Obtain Application Materials

Steps	Action
Step One: Register	<i>New Users</i> to Grants.gov must register early with Grants.gov prior to submitting an application (Register Here).
Step Two: Download Adobe	Download and Install Adobe Reader (see Adobe Software Compatibility for basic system requirements).
Step Three: Find Application	Using this funding opportunity number USDA-NIFA-10207-AHDRXXXX-25-0001 , search for application here: Opportunity Package .
Step Four: Assess Readiness	Contact an AR prior to starting an application to assess the organization's readiness to submit an electronic application.

2. Help and Resources

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

B. Content and Form of Application Submission

The [NIFA Grants Application Guide](#) is part of the corresponding application package for this RFA. The RFA overrides the [NIFA Grants Application Guide](#) if there is a discrepancy between the two documents. Applicants that do not meet the application requirements, to include partial applications, risk being excluded from NIFA's review. Applicants must refer to the Grants.gov application number when corresponding with NIFA.

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 (include attachment in PDF)
4. Key Contacts Form
5. NIFA Supplemental Information Form
6. Attachment Form (include attachments in PDF)

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.

3. Key Application Instructions

Instruction	References (All references are to the NIFA Grants Application Guide)
Attachments must be in a portable document format (PDF) .	Part IV
Check the manifest of submitted files to verify attachments are in the correct format.	Part IV
Conduct an administrative review of the application before submission.	Part IV
Follow the submission instructions.	Part IV
Provide an accurate email address, where designated, on the SF-424 R&R.	Part V
Contact the Grants.gov helpdesk for technical support and keep a record of the correspondence.	N/A
Contact NIFA if applicant does not receive correspondence from NIFA regarding an application within 30 days of the application deadline.	N/A

SF 424 R&R Cover Sheet

Information related to the fields within this form is available in Part V of the [NIFA Grants Application Guide](#). The following are additional instructions. The information included in the [FY 2024 Distribution Schedule](#) is based on FY 2024 applications received for this program. If your organization intends to apply using information other than what appears in the [FY 2024 Distribution Schedule](#), please contact us at capacitygrantquestions@usda.gov or 1890@usda.gov (as applicable) prior to submitting your application.

Field 7. Type of Applicant – Enter the Institution type as registered in SAM.gov.

Field 11. Descriptive Title of Applicant’s Project - Limit title to 200 characters including spaces. Do not use acronyms or special characters.

Field 15. Estimated Project Funding – For items a and b, enter your institution’s FY 2024 distribution and matching (if applicable) as listed in the [FY 2024 Distribution Schedule](#)².

² The prior year AHDR Distribution Schedule was previously included as Appendix A of this document and is now located on the NIFA website at: <https://www.nifa.usda.gov/capacity-program-distribution-schedules>.

Field 19. Authorized Representative - Signature of Authorized Representative in this box shall match information completed within this section. If the signature is a designee or other party, a letter on institution letterhead designating the signature authority must be included with the submission as part of the attachments within the Attachment Form. This application may be returned if this document is missing.

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.

- a. County – If work is performed in multiple counties and not the entire state, enter “Multiple County” into this field. Insular Areas enter “All” into this field.
- b. Zip/Postal Code – Enter the nine-digit postal code of the primary performance location. If work is performed in more than one postal code within a city, enter “city-wide” into this field.
- c. Project/Performance Site Congressional District – Specific entries are required for the following states/territories:
 - i. 000 – Alaska, Delaware, North Dakota, South Dakota, Vermont, Wyoming
 - ii. 098 – Washington, DC, American Samoa, Guam, Northern Mariana Islands, Puerto Rico, US Virgin Islands
 - iii. 099 – Micronesia, Marshall Islands, Palau, US Minor Outlying Islands

Project Abstract Form

The Project Abstract information is important to Data Act requirements for tracking federal spending more effectively with agency programs. The abstract submitted should follow these requirements:

- a. One continuous paragraph (no hard returns and no bullet points)
- b. 4,000 characters or less (including spaces, dashes, etc.)
- c. Only the following special characters should be used within the abstract, if necessary:
“”,!@#\$%^&*;<>:-=+[]{}()\^_
- d. Abstract information should include the following items to describe the work:
 - i. A plain language description of the purpose of the federal award.
 - ii. Activities to be performed with the funds from the award.
 - iii. Deliverables and expected outcomes from the activities.
 - iv. Intended beneficiaries of the activities.
 - v. Any subrecipient activities if known/specified at the time of the award.
- e. Information provided in this abstract will be displayed to the public via the [USA Spending](#) website. Do not include any proprietary or confidential information.

Key Contacts Form

Information related to the requirements of this form is available in Part V of the [NIFA Grants Application Guide](#). The following are additional instructions. The Project Role field of the Key Contact form must contain the exact roles indicated below for each contact listed. A separate Key Contact Form must be completed for each of the four project roles listed below. Enter the Contact’s official job title in the “title” field of the form. Do not enter an official job title in the Project Role field.

Contact 1 Project Role “Dean” or “Director”: Enter the contact information for the representative assigned as the Dean or Director.

Contact 2 Project Role “Dean’s Designee” or “Director’s Designee”: Enter the contact information for the representative assigned as the Dean’s or Director’s designee if one is appointed. A designee letter on institution letterhead must be included with this submission as part of the attachments within the Attachment Form.

Contact 3 Project Role “Business Office Manager/Administrator”: Enter the contact information for the representative assigned as the Business Office Manager/Administrator.

Contact 4 Project Role “ASAP Draw Administrator”: Enter the contact information for the representative assigned to process the ASAP grant award withdrawals. This contact may not be the Authorized Representative.

Supplemental Information Form

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

Field 1. Funding Opportunity Name – Enter in this field “Animal Health Disease Research”

Field 2. Program to which you are applying – Enter this information into the fields within this section:

Program Code Name – Animal Health Disease Research Program

Program Code – AHDR

Field 3. Type of Applicant - Enter the Institution type as registered in SAM.gov. This field must match the entry in Field 7 of the SF 424 R&R.

Field 6. ASAP Recipient Information – Check “Yes” and enter in the ASAP Recipient ID that corresponds with the Institution receiving the.

Field 8. Conflict of Interest List - Do not attach a conflict-of-interest list, leave this section blank list.

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.

Matching Requirement - If matching funds are required as specified under Part III, B of this RFA, then matching is an eligibility criterion, and applicants must include the non-federal source documentation 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:

- i. the non-federal sources (e.g., the type as third party or cash; the source as state or non-state, county, or non-tax) and the amount from each source;
- ii. the program name;
- iii. the fiscal year; and
- iv. signed by an authorized representative of the institution.

The match information must be in PDF (see Part 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. 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 **5:00 p.m. Eastern Time on September 30, 2024**. 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](#) of this RFA for Grants.gov contact information.

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 14, 2024**, 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

Approved NIFA AHDR Projects

AHDR federal funding may only be used on AHDR approved projects.

Indirect Costs and Tuition Remission

In accordance with section 1473 of NARETPA ([7 U.S.C. 3319](#)), indirect costs and tuition remission are unallowable as AHDR formula 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.

Carryover of Funds

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

Retirement Contributions

Employer contributions to land-grant college retirement systems are limited to five 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 five 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 of the [NIFA Federal Assistance Policy Guide](#) for additional information.

E. Other Submission Requirements

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 an application;
2. provide a valid UEI number in its application; and
3. continue to always maintain an active SAM registration with current information at all times during which the applicant has an active federal award, 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 ineligible 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.

NIFA will provide 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 or discovered 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 will provide pertinent instructions and information as described in [2 CFR 200.211](#) (see [NIFA's Terms and Conditions](#)). Awardees should ensure a copy of the Notice of Award, as well as all future amendments, are retained within their institutional systems.

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](#). Unless specifically noted by statute or award-specific requirements, [NIFA Federal Assistance Policy Guide](#) applies to all NIFA awards.

D. Expected Program Outputs and Reporting Requirements

Institutions receiving AHDR funding from NIFA, are required to submit the following reports:

1. Annual AHDR Capacity Report;
2. Program/Project Initiation in the NIFA Reporting System (NRS);
3. Program/Project progress reports;
4. Project Financial Report; and
5. Federal Financial Report (SF-425)

Program/Project Initiations and Progress Reports are to be completed by any institution who has been granted authority to use capacity dollars. 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>.

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 for information on additional SF-425s that may be required throughout the life of the award. Information on how to access the ezFedGrants portal can be found on the [ezFedGrants Grants and Agreements System Overview](#) page.

See [Animal-Health](#) for additional Animal Health Disease Research reporting requirement details.

PART VII—AGENCY CONTACTS

For questions regarding AHDR projects/program, please contact:

Dr. Robert Smith, National Program Leader
National Institute of Food and Agriculture
U.S. Department of Agriculture
Phone: 202-445-3468
E-mail: Robert.M.Smith@usda.gov

Dr. Timothy J. Sullivan, National Program Leader
National Institute of Food and Agriculture
U.S. Department of Agriculture
Phone: 816 527-5434
E-mail: Timothy.Sullivan@usda.gov

For general administrative application questions contact us
at Grantapplicationquestions@usda.gov.

For questions relating to NRS forms and submissions, please contact the Planning,
Accountability and Reporting Staff; email: nrs@usda.gov.