Renewable Resources Extension Act Program

Fiscal Year (FY) 2022 Request for Applications

APPLICATION DEADLINE: September 30, 2021
NATIONAL INSTITUTE OF FOOD AND AGRICULTURE; U.S. DEPARTMENT OF AGRICULTURE

Renewable Resources Extension Act Program Initial Announcement

INITIAL ANNOUNCEMENT

Assistance Listing formerly known as the Catalog of Federal Domestic Assistance: This program is listed in the Assistance Listings under 10.515.

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)) 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 that you are responding to the Renewable Resources Extension Act Program RFA.

EXECUTIVE SUMMARY: NIFA requests applications for the Renewable Resources Extension Act (RREA) Program for fiscal year (FY) 2022 to assist all states in carrying out a program of extension activities designed to: (1) provide educational programs that enable individuals to recognize, analyze, and resolve problems dealing with renewable resources, including forest- and range-based outdoor recreation opportunities, trees, and forests in urban areas, and trees and shrubs in shelterbelts; (2) use educational programs to disseminate the results of research on renewable resources; (3) conduct educational programs that transfer the best available technology to those involved in the management and protection of forests and rangelands and the processing and use of their associated renewable resources; (4) develop and implement educational programs that give special attention to the educational needs of small, private non-industrial forest landowners; (5) develop and implement educational programs in range and fish and wildlife management; (6) assist in providing continuing education programs for professionally trained individuals in fish and wildlife, forest, range, watershed management and related fields; (7) help forest and range landowners in securing technical and financial assistance to bring appropriate expertise to bear on their problems; and (8) help identify areas of needed research regarding renewable resources.

This RFA is being released prior to the passage of the FY 2022 appropriations bill therefore, enactment of continuing resolutions (CR) or an Appropriations Act may affect the availability or level of funding for this program. NIFA will make adjustments to the allocations for FY 2022 once appropriations are finalized. The amount available for support of this program in FY 2021 was $3,597,600 Appendix A of this RFA includes specific FY 2021 distributions. NIFA will
issue FY 2022 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, 4, b.

This notice identifies the objectives for RREA project/program, the eligibility criteria for projects/program and applicants, and the application forms and associated instructions you need to apply for a RREA 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.
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PART I – FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background
The Renewable Resources Extension Act (Pub. L. 95-306 (92 Stat. 349), 16 U.S.C. 1671-1676) established the Renewable Resources Extension Act Program in 1978. This law provides the basis for federal funding for extension activities associated with fish, wildlife, and water resources on private forest and rangelands and for renewable resource education programs at State Land-Grant Institutions established under the Morrill Act of July 2, 1862, as amended; the Hatch Act of March 2, 1887, as amended; the Morrill Act of August 30, 1890, as amended, including Tuskegee University; and other State-supported colleges and universities offering graduate training in the sciences basic to forestry and having a forestry school.

States are eligible for funds appropriated under this Act according to the respective capabilities of their private forests and rangelands for yielding renewable resources and relative needs for such resources identified in the periodic Renewable Resource Assessment provided for in Section 3 of the Forest and Rangeland Renewable Resources Planning Act of 1974 and the periodic appraisal of land and water resources provided for in Section 5 of the Soil and Water Resources Conservation Act of 1977.

B. Purpose
The purpose of this funding is to assist states in carrying out an extension program designed to assist forest and range landowners and managers in making resource management decisions based on research findings. Forest and rangeland resources include vegetation, water, fisheries and wildlife, soil, and recreation. A RREA Strategic Plan was established for FY 2018-2022, and the priorities listed in this plan are to be the focus of RREA expenditures by recipients.

The FY 2018-2022 RREA Strategic Plan can be found on the USDA NIFA home page for RREA.
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 $3,597,600.

USDA is not committed to fund any particular application or to make a specific number of awards.

The Automated Standard Applications for Payment System (ASAP), https://www.fiscal.treasury.gov/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 to the RREA program for FY 2022 are limited to “new” applications. This is an application not previously submitted to the RREA program.
PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants
In accordance with the Renewable Resources Extension Act of 1978, applications may only be submitted by the following State colleges and universities: Auburn University; Alabama A&M University; Tuskegee University; University of Alaska - Fairbanks; University of Arizona; University of Arkansas; University of Arkansas at Pine Bluff; University of California; Central State University; Colorado State University; University of Connecticut; University of Delaware; Delaware State University; University of the District of Columbia; University of Florida; Florida A&M University; University of Georgia; Fort Valley State University; University of Guam; University of Hawaii; University of Idaho; University of Illinois; Purdue University; Iowa State University; Kansas State University; University of Kentucky; Kentucky State University; Louisiana State University; Southern University; University of Maine; University of Maryland (College Park); University of Maryland (Eastern Shore); University of Massachusetts; Michigan State University; University of Minnesota; Mississippi State University; Alcorn State University; University of Missouri; Lincoln University; Montana State University; University of Nebraska; University of Nevada; University of New Hampshire; Rutgers University; New Mexico State University; Cornell University; North Carolina State University; North Carolina A&T State University; North Dakota State University; The Ohio State University; Oklahoma State University; Langston University; Oregon State University; Pennsylvania State University; University of Puerto Rico; University of Rhode Island; Clemson University; South Carolina State University; South Dakota State University; University of Tennessee; Tennessee State University; Texas A&M University; Prairie View A&M University; Utah State University; University of Vermont; University of the Virgin Islands; Virginia Polytechnic Institute and State University; Virginia State University; Washington State University; West Virginia University; West Virginia State University; University of Wisconsin; and University of Wyoming.

Award recipients may subcontract to organizations not eligible to apply if 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
No Match Required – The RREA program has NO matching requirement.
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 https://www.grants.gov/web/grants/learn-grants/grants-101/pre-award-phase.html.

New Users of Grants.gov

Prior to preparing an application, we recommend that 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 https://www.grants.gov/web/grants/register.html).

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 https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html. 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 https://www.grants.gov/web/grants/applicants/download-application-package.html and enter the funding opportunity number:

**Funding Opportunity Number: USDA-NIFA-10515-RREAFXXX-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

\(^1\)The 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 ([https://www.grants.gov/web/grants/applicants.html](https://www.grants.gov/web/grants/applicants.html)). 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

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 that are non-compliant with the requirements (e.g.; content format, pdf file format, file 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:

- Email: capacitygrantquestions@usda.gov
- 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 Form
3. NIFA Supplemental Information Form
4. Attachment Form (including attachments in PDF format)
The NIFA Grants.gov Application Guide includes instructions for additional forms that are 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. 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**
      i. Enter Legal Name of the Applicant as registered in the System for Awards Management which appears in the first column of Appendix A to this RFA.
      ii. Enter Organizational DUNS as it appears in the second column of Appendix A to this RFA.
      iii. 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 to this announcement
   f. **Field 17. Complete Certification** - See Part V, Section 2.18 of the NIFA Grants.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. These documents shall be completed and submitted in PDF format.

   a. **Contact 1 Project Role:** Enter the contact information for the State Extension Director or 1890 Administrator.
   b. **Contact 2 Project Role:** Enter the contact information for the RREA Principal Investigator (Project Director) as designated by the State Extension Director’s or 1890 Administrator’s designee.
   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. The following are additional instructions.

**a. Field 2. Program to which you are applying.** Enter the program code name (i.e., enter “Renewable Resources Extension Act Formula”) and the program code (i.e., enter “RREAF”).

**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, 6 of the NIFA Grants.gov Application Guide. The following are additional instructions.

   a. **Felony Convictions or Tax Delinquent Status** - See Part V § 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 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.


If you are not able to validate that NIFA received your application by September 14th, 2021, contact the Senior Grants Management Specialist 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.

**B. Funding Restrictions**

1. **Approved NIFA RREA Projects**

   RREA federal funding must be used on the strategic issues from the FY 2018-2022 RREA Strategic Plan identified in the institution’s approved 5-Year Plan of Work for FYs 2018-2022. FY 2018-2022 RREA Strategic Plan can be found on the USDA NIFA home page for RREA.
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 RREA 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.

3. **Carryover of Funds**
   RREA funds are expected to be fully expended in the fiscal year of appropriation; however current policy allows 50 percent of the prior fiscal year allocation to be carried over into the next fiscal year. These carryover funds must be fully expended by September 30 of the following year (e.g., September 30, 2023 for FY 2022 funds). However, waiver requests may be considered and approved. Requests should be submitted to the national program leaders listed in Part VII of this RFA, who will provide the required format for requesting carryover of excess (>50%) funds.

C. **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 REQUIREMENT

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 those responsible, 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 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
NIFA is building a new integrated reporting portal for research and extension to replace REEport, the NIFA Reporting System (NRS). This may affect how organizations receiving RREA funding comply with some of the reporting requirements listed below. Information about the new system and reporting requirements is provided at https://nifa.usda.gov/tool/pow-nifa-reporting-system. To sign-up to receive information, schedules, and updates about the POW-REEport Integration Project, send an email message to pow@usda.gov (link sends e-mail). Insert the following text on the subject line: "Request to Sign Up for POW notifications." You will receive an email confirming your subscription.

Organizations receiving Renewable Resources Extension Act funding will have an approved 5-year project in NRS and are required to submit the following reporting:

1. Progress Report (for FY 2022) in NRS. The progress report should include program outputs and outcomes that correspond to the RREA strategic issues included in the recipient’s project. Significant outputs and outcomes from emergent program offerings should also be included in the Annual Progress Report.

2. National Quantitative Indicators (fillable form provided to RREA Project Directors by RREA Program Leader) and one-page Popular Report (format provided to RREA Project Directors by RREA Program Leader).

3. 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 the USDA NIFA home page for RREA for additional details of annual, final technical, and financial reporting requirements. Instructions for using the REEport system are included on the NIFA web site at: REEport Resources-Land Grant Partners.
PART VII – AGENCY CONTACT

For questions regarding RREA projects/program, please contact:

Dr. P. Daniel Cassidy, National Program Leader
Division of Environmental Systems; Institute of Bioenergy, Climate, and Environment;
National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131
E-mail: patrick.cassidy@usda.gov

Dr. James Dobrowolski, National Program Leader
Division of Environmental Systems; Institute of Bioenergy, Climate, and Environment;
National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131
E-mail: jdobrowolski@usda.gov

Bridget Zeller, Senior Grants Management Specialist 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: 816-401-8219
E-mail: capacitygrantquestions@usda.gov
PART VIII – OTHER INFORMATION

The USDA NIFA home page for the Renewable Recourses Extension is:  
https://nifa.usda.gov/program/renewable-resources-extension-act-capacity-grant
# UNITED STATES DEPARTMENT OF AGRICULTURE
## National Institute of Food and Agriculture
### FY 2021 Distribution to Renewable Resources Extension Act (RREA)

## Appendix A - Final

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Total Payment to States $3,597,600