

Integrated Pest Management: Crops at Risk and Risk Avoidance and Mitigation Competitive Grants Programs

FY 2008 Request for Applications

APPLICATION DEADLINE: February 29, 2008



U.S. Department of Agriculture



Cooperative State Research, Education, and Extension Service

**COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE;
U.S. DEPARTMENT OF AGRICULTURE**

**INTEGRATED PEST MANAGEMENT: CROPS AT RISK COMPETITIVE GRANTS
PROGRAM**

**INTEGRATED PEST MANAGEMENT: RISK AVOIDANCE AND MITIGATION
COMPETITIVE GRANTS PROGRAM**

INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under 10.303, Integrated Research, Education, and Extension Competitive Grants Program.

DATES: Applications must be received by close of business (COB) on **February 29, 2008 (5:00 p.m. Eastern Time)**. Applications received after this deadline will normally not be considered for funding. 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 Cooperative State Research, Education, and Extension Service (CSREES) is requesting comments regarding this RFA from any interested party. These comments will be considered in the development of the next RFA for the program, if applicable, and will be used 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)). This section requires the Secretary to solicit and consider input on a current RFA from persons who conduct or use agricultural research, education and extension for use in formulating future RFAs for competitive programs. Written stakeholder comments on this RFA should be submitted in accordance with the deadline set forth in the DATES portion of this Notice.

Written stakeholder comments should be submitted by mail to: Policy, Oversight, and Funds Management Staff; Office of Extramural Programs; Cooperative State Research, Education, and Extension Service; USDA; STOP 2299; 1400 Independence Avenue, SW; Washington, DC 20250-2299; or via e-mail to: RFP-OEP@csrees.usda.gov. (This e-mail address is intended only for receiving comments regarding this RFA and not requesting information or forms.) In your comments, please state that you are responding to one of the following programs:

- 1) Integrated Pest Management: Crops at Risk Competitive Grants Program; and the
- 2) Integrated Pest Management: Risk Avoidance and Mitigation Competitive Grants Program.

EXECUTIVE SUMMARY: CSREES anticipates the availability of grant funds for fiscal year (FY) 2008 and requests applications for the following programs:

- 1) Integrated Pest Management: Crops at Risk Competitive Grants Program(CAR); or the
- 2) Integrated Pest Management: Risk Avoidance and Mitigation Competitive Grants Program (RAMP).

Both of these are Integrated Pest Management (IPM) Programs designed to support integrated, multifunctional/multidisciplinary agricultural research, extension, and education activities that address complex pest management priorities in United States agriculture. The anticipated amount available for support of CAR in FY 2008 is approximately \$1,300,000. The anticipated amount available for support of RAMP in FY 2008 is approximately \$4,200,000.

This notice identifies the objectives for CAR and RAMP projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply for a CAR or RAMP grant. CSREES additionally requests stakeholder input from any interested party for use in the development of the next RFA for these programs.

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PART I—FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background

Section 406 of the Agricultural Research, Extension, and Education Reform Act of 1998 (AREERA) (7 U.S.C. 7626) authorized the Secretary of Agriculture to establish a competitive grants program that provides funding for integrated, multifunctional agricultural research, extension, and education activities. Subject to the availability of appropriations to carry out this program, the Secretary may award grants to colleges and universities (as defined by section 1404 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (NARETPA) (7 U.S.C. 3103)) on a competitive basis for projects that address priorities in United States agriculture and involve integrated research, education, and extension activities, as determined by the Secretary in consultation with the National Agricultural Research, Extension, Education, and Economics Advisory Board.

Section 7206 of the Farm Security and Rural Investment Act of 2002 amended section 406(b) of AREERA to add the 1994 Land-Grant Institutions as eligible to apply for grants under this authority.

B. Purpose and Priorities

The IPM Section 406 Programs seek to solve critical agricultural issues, priorities, or problems through the integration of research, education, and extension activities. They are designed to fund the development of new IPM approaches or the improvement of existing IPM systems. Through this RFA applications are being solicited for the IPM Section 406 Crops at Risk (CAR) and Risk Avoidance and Mitigation (RAMP) Competitive Grants Programs.

Projects funded within these program areas will cover a broad range of new methodologies, technologies, systems and strategies for implementing integrated crop and pest management programs. (See Part I, C. for a description of each program area.)

Applicants should consider: (1) the evolving science and technology; (2) information identifying IPM practices (e.g., crop profiles and strategic plans); (3) risk mitigation needs; (4) the pest management needs of producers; (5) the integration of research, education, and extension activities; (6) involving 1890 and 1994 land-grant institutions; and (7) relevance to the National IPM Roadmap (<http://www.ipmcenters.org/IPMRoadMap.pdf>). Projects should focus on enhancing grower knowledge and adoption of appropriate IPM practices through extension outreach and demonstrations relevant to “real-world” systems. Decisions made in implementing the Food Quality Protection Act of 1996 (FQPA), environmental issues, worker safety, pest resistance, and the emergence of new pests will continue to impact the effectiveness of IPM practices and thus become important considerations when developing applications for the IPM Section 406 Program.

The concept of **Prevention, Avoidance, Monitoring, and Suppression** of pest populations (the **PAMS** approach) should be considered in proposals to these programs. In order to meet IPM goals for these programs, proposals should incorporate tactics in at least three of the four PAMS components. The rationale for requiring only three of the four strategies is that success in prevention strategies will often make either avoidance or suppression strategies unnecessary. (See explanation at: <http://www.ipmcenters.org/Docs/PAMS.pdf>)

C. Program Area Description

In FY 2008, applications are being solicited in two (2) program areas. Each program area has a specific focus, and it is essential that applicants read the following descriptions and comparison table carefully when preparing applications.

1. Crops at Risk (CAR)

Program Area Number: 112.A

The goal of a CAR application should be to enhance the development and implementation of innovative, ecologically based sustainable IPM system(s). Preferably, this should involve a diversity of tactics and approaches for a single or specific food or fiber commodity in commercial production. Applications may address pre- and/or post-harvest system(s). Applications may address either a major acreage or high value crop commodity such as key fruits and vegetables. The primary emphasis of the application should be on crop productivity and profitability, while addressing critical environmental quality and human health issues.

Proposed projects must demonstrate need/relevance as identified by stakeholders either through Crop Profiles, Pest Management Strategic Plans, or similar identifiable document(s) developed by groups involving stakeholders. Crop Profiles and Pest Management Strategic Plans can be found at <http://www.ipmcenters.org/products.cfm>.

Applications must identify how proposed projects support and contribute to the goal(s) identified in the National Roadmap for Integrated Pest Management (available at <http://www.ipmcenters.org/IPMRoadMap.pdf>).

Applications should present a design and plan for implementation of results generated by the project. Also, the application must provide feasible/doable/economic approaches and identify criteria to measure and assess implementation, adoption and potential impact. Applicants are encouraged to submit CAR proposals that embody and clearly lay out truly integrated programs that include at least two of the three integrated research, education, and extension elements [see Part VIII. E. for definitions].

2. Risk Avoidance and Mitigation (RAMP)

Program Area Number: 112.B

The goal of a RAMP proposal should be to enhance the development and implementation of innovative, ecologically based sustainable IPM strategies and system(s) for (a) multi-crop food and fiber production systems; (b) an area-wide or a landscape scale agro-ecosystem; or (c) a documented pesticide impact on water, human or environmental health.

RAMP applications may address major acreage agricultural production systems, high value crops such as key fruit and vegetable systems, or other agro-ecosystems. The primary emphasis of the application should be on productivity and profitability while addressing critical environmental quality and human health issues. The intent of RAMP is to fund medium-term projects that emphasize systems approaches.

Applications should be multi-state/regional in scale or show relevance beyond an individual state. Proposed projects must demonstrate need/relevance as identified by stakeholders either through Crop Profiles, Pest Management Strategic Plans, or similar identifiable document(s) developed by groups involving stakeholders. Crop Profiles and Strategic Plans can be found at <http://www.ipmcenters.org/products.cfm>.

Applications must identify how proposed projects support and contribute to the National Roadmap for IPM (available at <http://www.ipmcenters.org/IPMRoadMap.pdf>).

Each application should present a design and plan for implementation of results generated by the project. Also, the application must provide reasonable/doable/economic approaches and criteria to measure and assess implementation, adoption and potential impact. Applicants are encouraged to submit RAMP proposals that embody and clearly lay out truly integrated programs that include at least two of the three integrated research, education, and extension elements [see Part VIII. E. for definitions].

Differences between CAR and RAMP Programs		
	CAR	RAMP
Goals:	Create or enhance IPM practices for individual food or fiber crops grown for commercial purposes	Enhance development and implementation of innovative IPM strategies for multi-crop food and fiber production systems, or production systems on an area-wide or landscape scale
Integrated Programs:	Research, Education, & Extension - Projects should be multidisciplinary; may involve multiple pests	Research, Education, & Extension – Projects are multidisciplinary, involve multiple pests, are typically multi-state or regional in scale (or must show relevance beyond an individual state); projects should use a systems approach
Primary Emphasis:	Integrated multifunctional projects for crops with high priority IPM needs, identified by stakeholders	Projects should address crop productivity and profitability, while addressing critical environmental quality and human health issues; emphasis should be placed on enhancing stability and sustainability of IPM Systems
Funding:	Short-term (between 2-4 years)	Medium-term (up to 4 years)
Relevant Systems:	Crop and cropping systems at risk from pest damage due to phase-out of chemicals from FQPA	Major acreage crop production systems, key fruit and vegetable production systems, or other agro-ecosystems where identified environmental quality or human health issues exist
Collaboration:	Projects should foster collaboration between individuals and/or institutions	Extensive collaboration between individuals and institutions is expected

A strong application for the CAR and RAMP programs would likely:

1. Describe how the proposed project will contribute to the National Roadmap for IPM;
2. Describe an integrated (i.e., one that contains research, education, and extension components), multifunctional/multidisciplinary research, education, and extension project that fosters collaboration between individuals and/or institutions; and
3. Assess the use and efficacy of available pest management tools, develop and demonstrate the efficacy of reduced-risk IPM alternatives, and/or identify possible transition or mitigation strategies that serve as viable IPM options for crops and agro-ecosystems at risk.

The following websites may serve as useful information resources in developing IPM Section 406 Program applications:

1. Regional Integrated Pest Management Centers (<http://www.ipmcenters.org/>);
2. CSREES Pest Management Programs (<http://www.csrees.usda.gov/nea/pest/pest.html>);
3. Crop Profiles and Pest Management Strategic Plans
(<http://www.ipmcenters.org/products.cfm>);
4. IPM Roadmap (<http://www.ipmcenters.org/IPMRoadMap.pdf>);
5. EPA Office of Pesticide Programs (<http://www.epa.gov/pesticides>; and
6. Interregional Research Project #4 (IR-4) (<http://ir4.rutgers.edu/>).

IPM Section 406 encourages projects that develop content suitable for delivery through eXtension (http://about.extension.org/mediawiki/files/5/51/EXECUTIVE_SUMMARY_-_March_14%2C_2006_-_YEAR_2.pdf). This content is for end users, as opposed to staff development, and must align with the eXtension Implementation Plan (available at <http://about.extension.org/wiki/Planning>). Funds may be used to contribute to existing Communities of Practice (COPs) (http://about.extension.org/wiki/Glossary_of_eXtension_Terms#Community_of_Practice_.28CoP.29;) or form new COPs that focus on integrated pest management (for examples of developing COPs and guidance on forming COPs, see http://cop.extension.org/wiki/Main_Page).

PART II—AWARD INFORMATION

A. Available Funding

There is no commitment by USDA to fund any particular application or to make a specific number of awards. In FY 2008 it is anticipated that the amount available for support of CAR is approximately \$1,300,000 and the anticipated amount available for support of RAMP is approximately \$4,200,000.

B. Types of Applications

In FY 2008, applications may be submitted to the CAR and RAMP Programs as one of the following two types of requests:

(1) New application. This is a project application that has not been previously submitted to CAR and RAMP Programs. All new applications will be reviewed competitively using the selection process and evaluation criteria described in Part V—Application Review Requirements.

(2) Resubmitted application. This is an application that had previously been submitted to CAR and RAMP Programs but not funded. Project Directors (PDs) must respond to the previous review panel summary on no more than one page at the end of the Introduction of the Project Narrative (see Part IV B, 1., (f)). Resubmitted applications must be received by the relevant due dates, will be evaluated in competition with other pending applications in appropriate area to which they are assigned, and will be reviewed according to the same evaluation criteria as new applications.

C. Project Types

The following are funding estimates for FY 2008, maximum annual project budgets, and acceptable project periods for each of the program areas within IPM Section 406:

Program Area	Funding Estimate FY 2008	Maximum Annual Project Budget	Acceptable Project Period
Crops at Risk	\$1,300,000	\$200,000	Between two (2) and four (4) yrs.
Risk Avoidance and Mitigation	\$4,200,000	\$625,000	Up to four (4) yrs.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Applications may be submitted by colleges and universities (as defined in Section 1404 of (NARETPA) (7 U.S.C. 3103)). For purposes of this program, the terms “college” and “university” mean an educational institution in any State that (1) admits as regular students only persons having a certificate of graduation, or the recognized equivalent of such a certificate, from a school providing secondary education; (2) is legally authorized within such State to provide a program of education beyond secondary education; (3) provides an educational program for which a bachelor’s degree or any other higher degree is awarded; (4) is a public or other nonprofit institution; and (5) is accredited by a nationally recognized accrediting agency or association. Applications also may be submitted by 1994 Land-Grant Institutions (as defined in Part VIII, E.). **A research foundation maintained by a college or university is not eligible to receive an award under this program.**

Award recipients may subcontract to organizations not eligible to apply provided such organizations are necessary for the conduct of the project. An applicant’s failure to meet an eligibility criterion by the time of an application deadline will result in CSREES not accepting the application, or even though an application may be reviewed, will preclude CSREES from making an award.

B. Cost Sharing or Matching

If a grant provides a particular benefit to a specific agricultural commodity, the grant recipient is required to match the USDA funds awarded on a dollar-for-dollar basis from non-Federal sources with cash and/or in-kind contributions. (See Part IV, B., 5 for details.)

CSREES may waive the matching funds requirement for a grant if CSREES determines that: (1) the results of the project, while of particular benefit to a specific agricultural commodity, are likely to be applicable to agricultural commodities generally; or (2) the project involves a minor commodity, the project deals with scientifically important research, and the grant recipient is unable to satisfy the matching funds requirement.

PART IV—APPLICATION AND SUBMISSION INFORMATION

A. Electronic Application Package

Only electronic applications may be submitted via Grants.gov to CSREES in response to this RFA.

Prior to preparing an application, it is suggested that the PD/PI first contact an Authorized Representative (AR) (also referred to as Authorized Organizational Representative or AOR) to determine if the organization is prepared to submit electronic applications through Grant.gov. If the organization is not prepared, the AR should see http://www.grants.gov/applicants/get_registered.jsp for steps for preparing to submit applications through Grants.gov.

The steps to access application materials are as follows:

1. Download and install PureEdge Viewer, a small, free program that provides access to the grant application. See http://www.grants.gov/resources/download_software.jsp#pureedge.
2. The application package must be obtained via Grants.gov, go to <http://www.grants.gov>, click on “Apply for Grants” in the left-hand column, click on “**Step 1: Download a Grant Application Package and Instructions**,” enter the funding opportunity number **USDA-CSREES-ICGP-001211** in the appropriate box and click “Download Package.” From the search results, click “Download” to access the application package.

Contained within the application package is the “[CSREES Grants.gov Application Guide: A Guide for Preparation and Submission of CSREES Applications via Grants.gov](#).” This Guide contains an introduction and general Grants.gov instructions, information about how to use a Grant Application Package in Grants.gov, and instructions on how to complete the application forms.

If assistance is needed to access the application package (e.g., downloading or navigating PureEdge forms, using PureEdge with a Macintosh computer), refer to resources available on the Grants.gov Web site first (<http://grants.gov/>). Grants.gov assistance is also available as follows:

- Grants.gov customer support
Toll Free: 1-800-518-4726
Business Hours: Monday - Friday 7:00 am – 9:00 pm Eastern Time
Email: support@grants.gov

See <http://www.csrees.usda.gov/funding/electronic.html> for additional resources for applying electronically.

B. Content and Form of Application Submission

Electronic applications should be prepared following Part V and VI of the document entitled “[A Guide for Preparation and Submission of CSREES Applications via Grants.gov.](#)” This guide is part of the corresponding application package (see Section A. of this Part). The following is **additional information** needed in order to prepare an application in response to this RFA. If there is discrepancy between the two documents, the information contained in this RFA is overriding.

Note the attachment requirements (e.g., portable document format) in Part III section 3. of the CSREES Grants.gov Application Guide available with the Application Package at Grants.gov. ANY PROPOSALS CONTAINING NON-PDF DOCUMENTS WILL BE AT RISK OF BEING EXCLUDED FROM CSREES REVIEW. Partial applications will be excluded from consideration. With documented prior approval, resubmitted applications will be accepted until close of business (COB) on the closing date in the RFA.

If you do not own PDF-generating software, Grants.gov provides online tools to assist applicants. Users will find a link to “Convert Documents to PDF” on <http://grants.gov/assets/PDFConversion.pdf>.

1. SF 424 R&R Cover Sheet

Information related to the questions on this form is dealt with in detail in Part V, 2. of the CSREES Grants.gov Application Guide.

2. R&R Other Project Information Form

Information related to the questions on this form is dealt with in detail in Part V, 3. of the CSREES Grants.gov Application Guide.

- a. Field 6. Project Summary/Abstract. The summary should also include the relevance of the project to the goals of CAR or RAMP.
- b. Field 7. Project Narrative.

PLEASE NOTE: The Project Narrative shall not exceed 20 pages of single-spaced written text and up to five additional pages for figures and tables. This maximum (25 pages) has been established to ensure fair and equitable competition. The Project Narrative must include all of the following:

(1) Introduction: Include information on the following in the order identified:

- (a) A concise statement of the long-term goal(s) of the proposed project;
- (b) Summarize the body of knowledge or past activities that substantiate the need for the proposed project including information about or reference to a Crop Profile, Pest Management Strategic Plan or similar document with identifiable stakeholder input;

(c) Describe ongoing or recently completed significant activities or publications related to the proposed activity including the work of key project personnel. Include preliminary data/information pertinent to the proposed project;

(d) Provide estimates of the magnitude of the issues and their relevance to stakeholders and ongoing State-Federal food and agricultural research, education, and extension programs. Applicants must identify and review the tactics currently being used in the targeted cropping system, then define opportunities for new approaches; and

(e) Describe the role of stakeholders in problem identification and implementation of results.

(f) For applications previously been submitted to CAR and RAMP Programs but not funded. Project Directors (PDs) must respond to the previous review panel summary on no more than one page.

(2) Objectives:

(a) Provide a brief review of the goal(s) stated in the Introduction; and

(b) Present a clear, concise set of project objectives.

(3) Methods: Explicitly describe the procedures by objective for the proposed effort, include:

(a) Techniques and methods to be employed, including their feasibility and rationale for their use in this project;

(b) Timeline for proposed research. Applicants must provide milestones and verifiable indicators to measure research progress;

(c) Means by which extension and education activities will be evaluated. Applicants must describe plans to evaluate the outreach component including means by which data will be analyzed and interpreted; details of plans to communicate results to stakeholders and the public;

(d) Description of stakeholder involvement in identification of project priorities, their implementation and adoption; and

(e) Description of anticipated results or expected outcomes. Applicants must provide milestones and verifiable indicators to measure impact across a broad range of criteria (e.g., a timeline for grower adoption of techniques that lead to production, economic, and environmental benefits).

(4) Cooperation and Institutional Units Involved: Cooperative, multi-institutional and multidisciplinary applications are encouraged. Where applicable, identify each institutional unit contributing to the project and designate the lead institution or institutional unit. Clearly define the programmatic roles, responsibilities and budget for each institutional partner.

3. R&R Senior/Key Person Profile (Expanded)

Information related to the questions on this form is dealt with in detail in Part V, 4. of the CSREES Grants.gov Application Guide.

Also, **you must attach** “Current and Pending Support” information. See CSREES Grants.gov Application Guide, Part 4.3 for guidelines and information format for each senior/key person identified above. **Note: Even if no other funding is currently reported under the “Active” section of this attachment, you must still list information for this grant application under the “Pending” section of this attachment for each senior/key person identified above.**

4. R&R Personal Data – As noted in Part V, 5. of the CSREES Grants.gov Application Guide, the submission of this information is voluntary and is not a precondition of award. PLEASE DO NOT PROVIDE THE SOCIAL SECURITY NUMBER OF PROJECT DIRECTOR / PRINCIPAL INVESTIGATOR.

5. R&R Budget

Information related to the questions on this form is dealt with in detail in Part V, 6. of the CSREES Grants.gov Application Guide.

a. Matching. If an applicant concludes that matching funds are not required as specified under Part III, B. Cost-sharing or matching, a justification should be included in the budget narrative. CSREES will consider this justification when ascertaining final matching requirements or in determining if required matching can be waived. CSREES retains the right to make final determinations regarding matching requirements.

For those grants requiring matching funds, the budget narrative should include written verification of commitments of matching support (including both cash and in-kind contributions) from third parties. Written verification means:

(a) For any third party cash contributions, a separate pledge agreement for each donation, signed by the authorized organizational representatives of the donor organization and the applicant organization, which must include: (1) The name, address, and telephone number of the donor; (2) the name of the applicant organization; (3) the title of the project for which the donation is made; (4) the dollar amount of the cash donation; and (5) a statement that the donor will pay the cash contribution during the grant period; and (b) For any third party in-kind contributions, a separate pledge agreement for each contribution, signed by the authorized representatives of the donor organization and the applicant organization, which must include: (1) The name, address, and telephone number of the donor; (2) the name of the applicant organization; (3) the title of the project for which the donation is made; (4) a good faith estimate of the current fair market value of the third party in kind contribution; and (5) a statement that the donor will make the contribution during the grant period.

The sources and amount of all matching support from outside the applicant institution should be summarized on a separate page and placed in the proposal as part of the Budget Narrative. All pledge agreements must be placed in the proposal immediately following the summary of matching support.

The value of applicant contributions to the project shall be established in accordance with applicable cost principles. Applicants should refer to OMB Circular A-21, Cost Principles for Educational Institutions, for further guidance and other requirements relating to matching and allowable costs.

b. Project Director's Workshop. It is the intent of the IPM Section 406 Program to require successful applicants or a designee to attend at least one Project Directors' Workshop during the term of their project. For the purposes of budget development, applicants are required to request funds to support participation in at least one such workshop. The request for these funds should be clearly indicated in the budget narrative section of the application.

6. Supplemental Information Form

Information related to the questions on this form is dealt with in detail in Part VI, 1. of the CSREES Grants.gov Application Guide.

a. Field 2. Program Code. Enter the program code name "**Crops at Risk**" and the program code "**112.A**" or program code name "**Risk Avoidance and Mitigation**" and the program code "**112.B**".

b. Field 8. Conflict of Interest List.

C. Submission Dates and Times

Instructions for submitting an application are included in Part IV, Section 1.9 of the CSREES Grants.gov Application Guide.

Applications must be received by Grants.gov by COB on **February 29, 2008 (5:00 p.m. Eastern Time)**. Applications received after this deadline will normally not be considered for funding.

Correspondence regarding submitted applications will be sent using e-mail. Therefore, applicants are strongly encouraged to provide accurate e-mail addresses, where designated, on the SF-424 R&R Application for Federal Assistance.

If the AR has not received correspondence **from CSREES** regarding a submitted application within 30 days of submission of the application, please contact the Program Contact identified in Part VII of the applicable RFA and request the proposal number assigned to the application. **Failure to do so may result in the application not being considered for funding by the peer review panel. Once the application has been assigned a proposal number, this number should be cited on all future correspondence.**

D. Funding Restrictions

For FY 2007, sections 101 (a) and (c) of the Revised Continuing Appropriation Resolutions, 2007 (Pub. L. 110-5), limited indirect costs to 20 percent of the total Federal funds provided under each award. CSREES anticipates that the FY 2008 Appropriations Act will include a similar limitation. Therefore, when preparing budgets, applicants should limit their requests for recovery of indirect costs to the lesser of their institution's official negotiated indirect cost rate or the equivalent of 20 percent of total federal funds awarded. Another method of calculating the maximum allowable is 25 percent of the total direct costs. If no rate has been negotiated, a reasonable dollar amount (equivalent to or less than 20 percent of total Federal funds requested) in lieu of indirect costs may be requested, subject to approval by USDA. This same indirect cost limitation applies to subcontracts.

Please note that if the 2008 Appropriations Act contains a different indirect cost limitation CSREES will contact each successful applicant to apply the correct rate prior to the award of a grant.

CSREES has determined that grant funds awarded under this authority may not be used for the renovation or refurbishment of research, education, or extension space; the purchase or installation of fixed equipment in such space; or the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

E. Other Submission Requirements

The applicant should follow the submission requirements noted in the document entitled "A Guide for Preparation and Submission of CSREES Applications via Grants.gov."

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

Each application will be evaluated in a 2-part process. First, each application will be screened to ensure that it meets the administrative requirements as set forth in this RFA. Second, applications that meet these requirements will be technically evaluated by a review panel.

Reviewers will be selected based upon training and experience in relevant scientific, extension, or education fields, taking into account the following factors: (a) The level of relevant formal scientific, technical education, or extension experience of the individual, as well as the extent to which an individual is engaged in relevant research, education, or extension activities; (b) the need to include as reviewers experts from various areas of specialization within relevant scientific, education, or extension fields; (c) the need to include as reviewers other experts (e.g., producers, range or forest managers/operators, and consumers) who can assess relevance of the applications to targeted audiences and to program needs; (d) the need to include as reviewers experts from a variety of organizational types (e.g., colleges, universities, industry, state and Federal agencies, private profit and non-profit organizations) and geographic locations; (e) the need to maintain a balanced composition of reviewers with regard to minority and female representation and an equitable age distribution; and (f) the need to include reviewers who can judge the effective usefulness to producers and the general public of each application.

B. Evaluation Criteria

The evaluation criteria below will be used in reviewing applications submitted in response to this RFA:

1. Proposal Relevance (50%):

- (a) Documented need. Application includes documentation substantiating that project is directed to current and likely future potential problems/challenges in IPM;
- (b) Stakeholder involvement;
- (c) Potential for project to contribute to IPM practices, implementation and adoption;
- (d) Documented importance of the commodity or production system to the nation, region or state and the risks or impacts on this commodity or production system;
- (e) Potential for project to make a difference, to have an impact;
- (f) Potential for project to contribute to long-term improvement and sustainability of IPM; and
- (g) Feasibility, probability of success.

2. Proposal Quality (50%):

- (a) Conceptual adequacy. Application clearly states objectives which are potentially attainable within project time, scope and budget;
- (b) Design. The application's methodology and analytical approach are appropriate to project objectives;
- (c) Involvement of appropriate, relevant expertise;
- (d) Experience of key project personnel;
- (e) Appropriateness of budget; and
- (f) Adherence to guidelines.

C. Conflicts of Interest and Confidentiality

During the peer evaluation process, extreme care will be taken to prevent any actual or perceived conflicts of interest that may impact review or evaluation. For the purpose of determining conflicts of interest, the academic and administrative autonomy of an institution shall be determined by reference to the current Higher Education Directory, published by Higher Education Publications, Inc., 6400 Arlington Boulevard, Suite 648, Falls Church, Virginia 22042. Phone: (703) 532-2300. Web site: <http://www.hepinc.com>.

Names of submitting institutions and individuals, as well as application content and peer evaluations, will be kept confidential, except to those involved in the review process, to the extent permitted by law. In addition, the identities of peer reviewers will remain confidential throughout the entire review process. Therefore, the names of the reviewers will not be released to applicants.

D. Organizational Management Information

Specific management information relating to an applicant shall be submitted on a one time basis, with updates on an as needed basis, as part of the responsibility determination prior to the award of a grant identified under this RFA, if such information has not been provided previously under this or another CSREES program. CSREES will provide copies of forms recommended for use in fulfilling these requirements as part of the preaward process. Although an applicant may be eligible based on its status as one of these entities, there are factors which 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 that 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 awarding official of CSREES shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the awarding official of CSREES as the effective date of the grant shall be no later than September 30 of the Federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. It should be noted that the project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by CSREES under this RFA shall be expended solely for the purpose for which the funds are granted in accordance with the approved application and budget, the regulations, the terms and conditions of the award, the applicable Federal cost principles, and the Department's assistance regulations (parts 3015 and 3019 of 7 CFR).

B. Award Notice

The award document will provide pertinent instructions and information including, at a minimum, the following:

- (1) Legal name and address of performing organization or institution to whom the Administrator has issued an award under the terms of this request for applications;
- (2) Title of project;
- (3) Name(s) and institution(s) of PDs chosen to direct and control approved activities;
- (4) Identifying award number assigned by the Department;
- (5) Project period, specifying the amount of time the Department intends to support the project without requiring recompetition for funds;
- (6) Total amount of Departmental financial assistance approved by the Administrator during the project period;
- (7) Legal authority(ies) under which the award is issued;
- (8) Appropriate Catalog of Federal Domestic Assistance (CFDA) number;
- (9) Applicable award terms and conditions (see <http://www.csrees.usda.gov/business/awards/awardterms.html> to view CSREES award terms and conditions);

(10) Approved budget plan for categorizing allocable project funds to accomplish the stated purpose of the award; and

(11) Other information or provisions deemed necessary by CSREES to carry out its respective awarding activities or to accomplish the purpose of a particular award.

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 include, but are not limited to:

7 CFR Part 1, subpart A—USDA implementation of the Freedom of Information Act.

7 CFR Part 3—USDA implementation of OMB Circular No. A-129 regarding debt collection.

7 CFR Part 15, subpart A—USDA implementation of Title VI of the Civil Rights Act of 1964, as amended.

7 CFR Part 331 and 9 CFR Part 121—USDA implementation of the Agricultural Bioterrorism Protection Act of 2002.

7 CFR Part 3015—USDA Uniform Federal Assistance Regulations, implementing OMB directives (i.e., OMB Circular Nos. A-21 and A-122, now codified at 2 CFR Parts 220 and 230) and incorporating provisions of 31 U.S.C. 6301-6308 (formerly the Federal Grant and Cooperative Agreement Act of 1977, Pub. L. No. 95-224), as well as general policy requirements applicable to recipients of Departmental financial assistance.

7 CFR Part 3017—USDA implementation of Governmentwide Debarment and Suspension (Nonprocurement) and 7 CFR Part 3021—Governmentwide Requirements for Drug Free Workplace (Grants).

7 CFR Part 3018—USDA implementation of Restrictions on Lobbying. Imposes prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans.

7 CFR Part 3019—USDA implementation of OMB Circular A-110, Uniform Administrative Requirements for Grants and Other Agreements With Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations.

7 CFR Part 3052—USDA implementation of OMB Circular No. A-133, Audits of States, Local Governments, and Non profit Organizations.

7 CFR Part 3407—CSREES procedures to implement the National Environmental Policy Act of 1969, as amended.

29 U.S.C. 794 (section 504, Rehabilitation Act of 1973) and 7 CFR Part 15b (USDA implementation of statute) —prohibiting discrimination based upon physical or mental handicap in Federally assisted programs.

35 U.S.C. 200 et seq. —Bayh Dole Act, controlling allocation of rights to inventions made by employees of small business firms and domestic nonprofit organizations, including universities, in Federally assisted programs (implementing regulations are contained in 37 CFR Part 401).

D. Expected Program Outputs and Reporting Requirements

Grantees are also required to submit initial project information and annual and summary reports to CSREES' Current Research Information System (CRIS). The CRIS database contains narrative project information, progress/impact statements, and final technical reports that are made available to the public. For applications recommended for funding, instructions on preparation and submission of project documentation will be provided to the applicant by the agency contact. Documentation must be submitted to CRIS before CSREES funds will be released. Project reports will be requested by the CRIS office when required. For more information about CRIS, visit <http://cris.csrees.usda.gov>.

PART VII—AGENCY CONTACT

Applicants and other interested parties are encouraged to contact the individual indicated for more information about each program area listed below.

CAR: Dr. Rick Meyer; National Program Leader, Plant and Animal Systems Unit; Cooperative State Research, Education, and Extension Service; USDA; STOP 2220; 1400 Independence Ave., SW; Washington, DC 20250-2220; telephone: (202) 401-4891; fax: (202) 401-4888; e-mail: hmeyer@csrees.usda.gov.

RAMP: Dr. Robert Nowierski; National Program Leader; Plant and Animal Systems Unit; Cooperative State Research, Education, and Extension Service; USDA; STOP 2220; 1400 Independence Ave., SW; Washington, DC 20250-2220; telephone: (202) 401-4900; fax: (202) 401-4888; e-mail: rnowierski@csrees.usda.gov.

PART VIII—OTHER INFORMATION

A. Access to Review Information

Copies of reviews, not including the identity of reviewers, and a summary of the panel comments will be sent to the applicant PD after the review process has been completed.

B. Use of Funds; Changes

1. Delegation of Fiscal Responsibility

Unless the terms and conditions of the award state otherwise, the awardee may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

2. Changes in Project Plans

a. The permissible changes by the awardee, PD(s), or other key project personnel in the approved project shall be limited to changes in methodology, techniques, or other similar aspects of the project to expedite achievement of the project's approved goals. If the awardee or the PD(s) is uncertain as to whether a change complies with this provision, the question must be referred to the Authorized Departmental Officer (ADO) for a final determination. The ADO is the signatory of the award document, not the program contact.

b. Changes in approved goals or objectives shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes. In no event shall requests for such changes be approved which are outside the scope of the original approved project.

c. Changes in approved project leadership or the replacement or reassignment of other key project personnel shall be requested by the awardee and approved in writing by the ADO prior to effecting such changes.

d. Transfers of actual performance of the substantive programmatic work in whole or in part and provisions for payment of funds, whether or not Federal funds are involved, shall be requested by the awardee and approved in writing by the ADO prior to effecting such transfers, unless prescribed otherwise in the terms and conditions of the award.

e. The project period may be extended by CSREES without additional financial support, for such additional period(s) as the ADO determines may be necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed five years. Any extension of time shall be conditioned upon prior request by the awardee and approval in writing by the ADO, unless prescribed otherwise in the terms and conditions of award.

f. Changes in Approved Budget: Unless stated otherwise in the terms and conditions of award, changes in an approved budget must be requested by the awardee and approved in writing by the ADO prior to instituting such changes if the revision will involve transfers or expenditures of

amounts requiring prior approval as set forth in the applicable Federal cost principles, Departmental regulations, or award.

C. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of the record of CSREES transactions, available to the public upon specific request. Information that the Secretary determines to be of a confidential, privileged, or proprietary nature will be held in confidence to the extent permitted by law. Therefore, any information that the applicant wishes to have considered as confidential, privileged, or proprietary should be clearly marked within the application. The original copy of an application that does not result in an award will be retained by the Agency for a period of three years. Other copies will be destroyed. Such an application will be released only with the consent of the applicant or to the extent required by law. An application may be withdrawn at any time prior to the final action thereon.

D. Regulatory Information

For the reasons set forth in the final Rule related Notice to 7 CFR part 3015, subpart V (48 FR 29114, June 24, 1983), this program is excluded from the scope of the Executive Order 12372 which requires intergovernmental consultation with State and local officials. Under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. chapter 35), the collection of information requirements contained in this Notice have been approved under OMB Document No. 0524-0039.

E. Definitions

For the purpose of this program, the following definitions are applicable:

1994 Institution or 1994 Land-Grant Institution means one of those institutions as defined in section 532 of the Equity in Educational Land-Grant Status Act of 1994 (7 U.S.C. 301 note) as amended. These institutions are commonly referred to as Tribal Colleges or Tribal Universities.

Administrator means the Administrator of the Cooperative State Research, Education, and Extension Service (CSREES) and any other officer or employee of the Department to whom the authority involved is delegated.

Authorized departmental officer means the Secretary or any employee of the Department who has the authority to issue or modify grant instruments on behalf of the Secretary.

Authorized representative means the president, director, or chief executive officer or other designated official of the applicant organization who has the authority to commit the resources of the organization.

Budget period means the interval of time (usually 12 months) into which the project period is divided for budgetary and reporting purposes.

Cash contributions means the applicants cash outlay, including the outlay of money contributed to the applicant by non-Federal third parties.

Department or USDA means the United States Department of Agriculture.

Education activity means formal classroom instruction, laboratory instruction, and practicum experience in the food and agricultural sciences and other related matters such as faculty development, student recruitment and services, curriculum development, instructional materials and equipment, and innovative teaching methodologies.

Extension activity means an act or process that delivers science-based knowledge and informal educational programs to people, enabling them to make practical decisions.

Grant means the award by the Secretary of funds to an eligible organization or individual to assist in meeting the costs of conducting, for the benefit of the public, an identified project which is intended and designed to accomplish the purpose of the program as identified in these guidelines.

Grantee means an organization designated in the grant award document as the responsible legal entity to which a grant is awarded.

Integrated means to bring the three components of the agricultural knowledge system (research, education, and extension) together around a problem area or activity.

Matching means that portion of allowable project costs not borne by the Federal Government, including the value of in-kind contributions.

Peer review means an evaluation of a proposed project for scientific or technical quality and relevance performed by experts with the scientific knowledge and technical skills to conduct the proposed work or to give expert advice on the merits of a proposal.

Prior approval means written approval evidencing prior consent by an authorized departmental officer as defined above.

Project means the particular activity within the scope of the program supported by a grant award.

Project director means the single individual designated in the grant application and approved by the Secretary who is responsible for the direction and management of the project.

Project period means the period, as stated in the award document, during which Federal sponsorship begins and ends.

Research activity means a scientific investigation or inquiry that results in the generation of knowledge.

Secretary means the Secretary of Agriculture and any other officer or employee of the Department to whom the authority involved is delegated.

Third party in kind contributions means non cash contributions of property or services provided by non Federal third parties, including real property, equipment, supplies and other expendable property, directly benefitting and specifically identifiable to a funded project or program.

Total integrated, multifunctional research, education, and extension approach means that the combination of grants (although the individual grants may involve only research, education, or extension activities or a combination thereof) awarded under the fiscal years program components will work together to address the priorities in United States agriculture as determined by the Secretary of Agriculture in consultation with the Advisory Board, that involve integrated research, extension, and education activities.

Electronic Application Checklist

Only electronic applications may be submitted to CSREES via Grants.gov unless indicated otherwise in the specific program Request for Applications (RFA). All applications submitted to CSREES must contain the applicable elements outlined in these guidelines. The following checklist has been prepared to assist in ensuring that the application is complete prior to submission:

- ◆ **Are you eligible to apply for the funding offered in the RFA?** Eligibility information for each funding opportunity is stated in Part III, Eligibility Information, of each RFA.
- ◆ **Are you applying to the correct funding opportunity associated with the RFA?** Field 1 of the CSREES Supplemental Information Form will pre-populate to indicate the program to which you are applying.
- ◆ **Have you followed the guidelines for filling out your electronic application provided in the CSREES Grants.gov Application Guide, which is posted along with the electronic SF 424 R&R application package on Grants.gov?** Electronic applications should be prepared according to this guide and the specific program RFA. This guide is part of the corresponding electronic application package for the specific program to which you are applying.
- ◆ **Has your institution properly registered with Grants.gov to enable you to submit an application?** Those who wish to submit an application to CSREES should first contact their Authorized Representative (AR) to determine if the organization is prepared to submit applications through Grants.gov. See <http://www.grants.gov/GetStarted> for steps for preparing to submit applications through Grants.gov.
- ◆ **Have all attachments been submitted in the portable document format (PDF)?** CSREES will only accept PDF attachments. See Part III of the CSREES Grants.gov Application Guide.
- ◆ **Do all submitted PDF documents have one-inch margins and are typed or word processed using no type smaller than 12 point? Are all PDF documents numbered sequentially on each page of the attachment? Are all page limitations for a given attachment followed?**
- ◆ **Did you use the “Check Package for Errors” feature (see section 1.8 of the CSREES Grants.gov Application Guide)?**
- ◆ **Have all required components of the SF 424 Research and Related (R&R) Application Package posted under the funding opportunity on Grants.gov been completed?**

- Mandatory Forms
- Optional Forms

◆ **SF 424 R&R Cover Sheet**

- Have all required fields (highlighted in yellow) been completed?

◆ **R&R Other Project Information**

- Have the fields describing project potential or actual environmental impact been properly completed?

Project Summary/Abstract

- Has the Project Summary PDF been attached to this form in Field 6?
- Are the names and affiliated organizations of all Project Directors listed at the top of the page in addition to the title of the project?
- Does this section adhere to the format and page limitations?
- Did you use the suggested Project Summary/Abstract Template found at:
www.csrees.usda.gov/home/faq_apply.html#abstract?

Project Narrative

- Has the Project Narrative PDF been attached to this form in Field 7?
- Is the project fully described?
- Does this section adhere to the format and page limitations?

Bibliography & References Cited

- Has the Bibliography & References Cited PDF been attached to this form in Field 8?
- Are all references cited and are all citations referenced?
- Do all citations contain a title, the names of all authors, and are they in accepted journal format?

Facilities & Other Resources

- Has the Facilities & Other Resources PDF been attached to this form in Field 9?
- Has a description of your facilities, sufficient to indicate that you will be able to carry out this project, been given?

Equipment

- Has the Equipment PDF been attached to this form in Field 10?

- Is the description of your equipment sufficient to indicate that you will be able to carry out this project?

Response to Previous Review (for resubmitted applications only)

- Has the Response to Previous Review PDF been included as indicated in the RFA?
- Has the application been clearly and meaningfully revised and are the revisions briefly described?
- Are comments from the previous review addressed?

◆ **R&R Senior/Key Person Profile**

Biographical Sketch

- Has the biographical sketch (vitae) PDF for the PD and each co-PD, senior associate, and other professional personnel been attached?

Current and Pending Support

- Has the current and pending support PDF for key personnel been attached?
- Have all current and pending projects been listed and summarized, **including this proposal**?
- Did you use the suggested Current and Pending Support Template found at: www.csrees.usda.gov/home/faq_apply.html#current?

◆ **R&R Personal Data**

- As noted in Part V, 5., the submission of this information is voluntary and is not a precondition of award. PLEASE DO NOT PROVIDE THE SOCIAL SECURITY NUMBER OF PROJECT DIRECTOR / PRINCIPAL INVESTIGATOR.**

◆ **R&R Budget**

- Have all fields been completed for each PD and co-PD(s)?
- Are annual and summary budgets included? For multi-institution applications, have subaward budgets been included for each institution involved?

Budget Justification

- Has the Budget Justification PDF been attached to this form in Field K?
- Are budget items individually justified?
- For multi-institution applications, have subaward budget justifications been included for each institution involved?
- Have any matching requirements been addressed, if applicable?

❖ CSREES Supplemental Information Form

- Has Field 1 been pre-populated?
- Does Field 2 indicate the Program Code Name and Program Code to which you are applying?

Conflict of Interest List

- Has the Conflict of Interest List PDF been attached to this form in Field 8?
- Has a Conflict of Interest List been provided for all individuals who have submitted a Biographical Sketch?
- Does the Conflict of Interest list include the four categories as appropriate?
- Did you use the suggested Conflict of Interest Template found at:
www.csrees.usda.gov/home/faq_apply.html#coi?