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

RURAL ECONOMIC TRANSITION ASSISTANCE HAWAII PROGRAM II

INITIAL ANNOUNCEMENT - FY 2007

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under 10.200.

DATES: Applications must be received by close of business (COB) on **June 12, 2007** (5:00 p.m. Eastern Time).   Applications received after this deadline will normally not be considered for funding.

CSREES often issues requests for applications (RFAs) that contain information divided in eight parts. All information in the eight parts is not necessary for requesting applications for these funds, however, the unnecessary parts are included herein and are denoted by "Reserved," in order to maintain the overall RFA structure for reference to RFAs by other documents. Information contained in Parts I, II, IV, and VII of the standard RFA is necessary for requesting applications for these funds and is provided below.

PART I – FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority and Background
Pursuant to 7 USC Sec. 3318 (b)(1) and (2), the Secretary of Agriculture, acting through the Administrator of the Cooperative State Research, Education, and Extension Service (CSREES), is authorized to use a cooperative agreement as the legal instrument reflecting a relationship between the Secretary and a State cooperative institution, State department of agriculture, college, university, other research or educational institution or organization, Federal or private agency or organization, individual, or any other party, if the Secretary determines that the objectives serve a mutual interest of the parties in agricultural research, extension, and teaching and that all parties will contribute resources.

B. Purpose and Priorities
Projects supported under this program are for infrastructure and/or technology demonstrations related to infrastructure initiatives to support sustainable development of agricultural products and services in Hawaii. The program seeks to invest in infrastructure improvements or enhancements and/or technology demonstrations related to infrastructure needed to facilitate the current and future economic viability of the agricultural community. The emphasis is on investment in resource systems, services and facilities that are necessary for economic activity rather than on support for specific activities of individual agricultural business enterprises. Sustainable development, in this program, is defined as continued operation and maintenance of the infrastructure improvement or technology demonstration, supported after federal investment from this program ceases, providing incremental revenues, job creation and long-term employment in the community.

C. Program Area Description
For the purposes of this request for applications (RFA), the PROGRAM NAME is NRE
Admin. Discretionary & Cong.-Extension and the PROGRAM CODE is MG.1.

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. CSREES anticipates awarding a single cooperative agreement for
approximately $1,665,000 to support RETAH II applications in fiscal year (FY) 2007. CSREES
will continue to be substantially involved with the funded project through mentorship, oversight,
and the active technical assistance role of CSREES staff in all related RETAH programs.

B. Type of Application
Only new applications are to be submitted in response to this RFA.

PART III – Reserved.

PART IV – APPLICATION AND SUBMISSION INFORMATION

A. Application Package
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-EXCA-000770 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: M-F 7:00 am – 9 pm Eastern Standard Time
   Email: support@grants.gov

B. Content and Form of Application Submission

Applications should be prepared following Parts IV, V, and VI of the CSREES Grants.gov Application Guide. 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.

- Prepare attachments using standard size (8 l/2" x 1 l") white paper, one-inch margins, typed or word processed using no type smaller than 12 point font, and single- or double- spaced. Use an easily readable font face (e.g., Geneva, Helvetica, Times Roman).
- Include original illustrations (photographs, color prints, etc.) in all copies of the application to prevent loss of meaning through poor quality reproduction.
- Assemble the contents of the application in the order in which they are presented in Part IV, 1.9 of the CSREES Grants.gov Application Guide.
- Staple applications in the upper left-hand corner. Do not bind.

1. R&R Other Project Information Form
   a. Project Summary/Abstract (Field 6. on the Form)

   The summary should also include the relevance of the project to the goals of the RETAH II Project.

   b. Project Narrative (Field 7. on the Form)

   The Project Narrative shall not exceed 10 pages of written text and up to 10 additional pages for figures and tables. The Project Narrative must include all of the following:

   - Principal Tasks: A clear statement of the long-term goal(s) and supporting objectives of the proposed activities should be included. Summarize the body of knowledge or other past activities which substantiate the need for the proposed project. Describe ongoing or recently completed significant activities related to the proposed project including the work of key project personnel. Preliminary data/information pertinent to the proposed project should be included. In addition, this section should include in-depth information on the following, when applicable:

     (1) Estimates of the magnitude of the issues and their relevance to stakeholders and to ongoing State-Federal food and agricultural research, education and extension programs.
     (2) Role of the stakeholders in problem identification, planning, and implementation and evaluation as appropriate.

   - Objectives: Clear, concise, complete, and logically arranged statement(s) of specific aims of the proposed effort must be included in all proposals.
   - Project Timetable: The proposal should outline all important phases as a function of time, year by year, for the entire project, including periods beyond the grant funding period.
   - List and short summary of on-going and completed projects
   - Description of program oversight and fiscal administration

2. R&R Budget Form
   Include budget justification narrative.

3. Supplemental Information Form
   a. Program Code (Field 2. on the Form). Enter the program code name enter **NRE Admin. Discretionary & Cong.-Extension** and the program code enter **MG.1**.

   b. Conflict of Interest List (Field 4. on the Form). A conflict of interest list is not required under this RFA. Do not complete and submit a conflict of interest list.

C. Submission Date and Time
Applications must be received by close of business on June 12, 2007 (5:00 p.m. Eastern Time). Applications received after this deadline will normally not be considered for funding.

D. Funding Restrictions
Funds for this program are from the Department of Defense under Authority 7 U.S.C 3318 (b)(1) and (2) and are jointly administered at the federal level by the U.S. Department of Defense (U.S. Army RDECOM) and the U.S. Department of Agriculture (Cooperative State Research, Education, and Extension Service).

Applicants requesting recovery of indirect costs should limit their requests to the lesser of their institution's official negotiated indirect cost rate or the equivalent of 20 percent of total Federal funds awarded.

E. Other Submission Requirements
In accordance with Part IV, 1.9 of the CSREES Grants.gov Application Guide, applicants are required to **submit an original and 3 copies of completed applications** via overnight mail or delivery service to ensure timely receipt by the USDA. The address for hand delivered applications or applications submitted using an express mail or overnight courier service is:

Regional Economic Transition Assistance Hawaii II
c/o Proposal Services Unit
Cooperative State Research, Education, and Extension Service
U.S. Department of Agriculture
Room 1420, Waterfront Centre
800 9th Street, SW
Washington, DC 20024
Telephone: (202) 401-5048

Applications sent via the U.S. Postal Service must be sent to the following address:

Regional Economic Transition Assistance Hawaii II
c/o Proposal Services Unit
Cooperative State Research, Education, and Extension Service
U.S. Department of Agriculture
STOP 2245
1400 Independence Avenue, SW
Washington, DC 20250-2245

PARTS V - VI – Reserved.

PART VII-APPLICATION REVIEW REQUIREMENTS

A. General
Each application will be evaluated in a two-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.

The review of RETAH II applications will be conducted in accordance with CSREES proposal merit review procedures utilizing reviewers within CSREES to ensure complete, unbiased and professional reviews. Reviewers will be selected based on experience in research, extension or other types of program management; knowledge of the agricultural sector, and an appreciation for the need to provide expert assistance to support sustainable development of agricultural products and services in Hawaii. It should be noted that the RETAH II National Program Leader will not be one of the reviewers.

C. Organizational Management Information
Specific management information relating to an applicant shall be submitted on a one-time 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 pre-award 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 non-financial 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).

D. Current Research Information System (CRIS) Reports
Grantees are 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 preparing and submitting 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

If, after reviewing the CSREES Grants.gov Application Guide and this request for applications, assistance is still needed for preparing application forms content, contact the Proposal Services Unit at:

- Email: paper@csrees.usda.gov
- Phone: 202-401-5048, 7:00 am – 5 pm ET
- Business hours are M-F, 7:00 am – 5 pm ET, excluding Federal holidays.

PART VIII – Reserved.