



# **Fourth Nationwide Formula Grants Teleconference**

**Sponsored by the Office of Extramural  
Programs,  
CSREES/USDA**

**Wednesday, May 28, 2008  
3:00 pm to 4:30 pm**



# Welcome and Introductions

## CSREES/USDA Attendees:

- **Office of Extramural Programs**
  - Ellen Danus, Chief, Policy, Oversight, and Funds Management Branch
  - Barry Sims, Staff Accountant (Formula)
- **Information Systems and Technology Management**
  - Jason Hitchcock, Director, Information Policy, Planning, and Training



# Welcome and Introductions

- Send questions to:  
[formulagrantsquestions@csrees.usda.gov](mailto:formulagrantsquestions@csrees.usda.gov)



# Status of FY 2008 EFNEP Funding

- Current Status
- Expected Release Date



# Status

- **FGOs**

- » **1890 Research (USDA-CSREES-EA1445-001487) and 1890 Extension (USDA-CSREES-LG1444-001488)**
- » **RREA (USDA-CSREES-OP-001546) and McIntire-Stennis (USDA-CSREES-MSCFR-001547)**
- » **SL 3b&c-Reg (USDA-CSREES-SLBCD-001589)**
- » **SL Special Needs (USDA-CSREES-SLBCD-001585)**
- » **DCPPERA (USDA-CSREES-SLBCD-001588)**
- » **Cotton Pest Management (USDA-CSREES-SLBCD-001587) and Integrated Pest Management (USDA-CSREES-SLBCD-001586)**



## Common Issues Encountered in Reviewing SF-424M Packages

- Please remember that this application is considered an “Update.”
- Please list all Congressional Districts in which the project/program operates.
- Please verify your HHS-PMS PIN. We no longer use “B.”
- Please complete boxes 1(c) and 1(d) of the Budget (SF-424A).



# Common Issues Encountered in Reviewing SF-424M Packages

- The total Object Class Categories amount must equal the total resources (Federal and non-Federal) applied to the Program.
- The Budget Narrative must account for total funding (Federal and non-Federal).
- Please remember that all attachments must be in Portable Document Format (PDF). We can not open non-PDF files.



# Grants.gov

- **Trouble downloading application?**
  - **Need Adobe 8.1.2**
  - **Contact Grants.gov helpdesk**
    - » **Toll Free: 1-800-518-4726**
    - » **Business Hours: M-F 7:00 am – 9:00 pm**  
**Eastern Standard Time**
    - » **Email: [support@grants.gov](mailto:support@grants.gov)**





Administrative Guidance for Multistate Extension  
Activities and Integrated Research and Extension  
Activities

AREERA  
Section 105 & Section 204



# Proposed Revised Administrative Guidance

## Time Line:

- Comment Period 5/1/2008 – 6/30/2008
- Release Date 7/15/2008
- Due Dates for Reconfirmation/Reset  
Target Percentages 8/15/2008
- Approval Date 9/15/2008
- Implementation Date 10/1/2008



# Proposed Revised Administrative Guidance

Applies to:

- 1862 Land-grant Universities in 50 States
  
- University of the District of Columbia (Hatch Act Funds only - UDC)



# Proposed Revised Administrative Guidance

## Significant Changes

- Reset Target Percentages for 1862's selecting Options C or D in FY 2000.
- Reconfirm Target Percentages for 1862's selecting Options A or B in FY 2000.  
Via Memorandum to Formula Grants Section.
- Use Form CSREES-TARG (Rev. 04/08) and Form CSREES-BASE (2/00) for resetting targets.



# Proposed Revised Administrative Guidance

## Significant Changes

- Use memorandum with attached copies of FY 2000 forms to reconfirm target percentages.
- Submit Form CSREES-Plan (2/00) annually with 5-year Plan of Work Update.
- Continue to submit Form CSREES-REPT (Rev. 09/04) with Annual Report of Accomplishments and Results.



## Proposed Revised Administrative Guidance

### **Significant changes**

Allocations considered:

- Multistate Extension and Integrated (SL Act)
  - Regular 3(b)& (c) allocation.
- Integrated (Hatch)
  - Regular Hatch allocation & Hatch MRF (use required matching amount).



## Proposed Revised Administrative Guidance

### **Significant Changes**

Waiver request process clearly identified

- Institutions must submit a formal request to the CSREES Administrator and signed by appropriate institutional official (i.e., dean or director)
- Elements to be addressed in request:



# Proposed Revised Administrative Guidance

## Significant changes

Waiver request process clearly identified

- (a) A request for the waiver by grant;
- (b) A statement of the fiscal year for which the waiver is requested;
- (c) A statement of the amount of the waiver being requested by fiscal year and how the amount was computed;
- (d) A statement of why the waiver is required;
- (e) Documentation supporting the need for a waiver; and
- (f) The university's efforts to meet the AREERA section 204 requirements in the future.





# Proposed Revised Administrative Guidance

## Significant Changes

Waiver request process clearly identified

- CSREES will approve/disapprove within 30 days of receipt.
- Waiver requests will be considered for:
  - a) Hardship;
  - b) Infeasibility; or
  - c) Other circumstances beyond the control of the States.



## Proposed Revised Administrative Guidance

### **Significant Changes**

- Definitions of “integrated” and “multistate” remain the same.
  
- “Split appointments” should be doing “integrated” work.



# Proposed Revised Administrative Guidance

## Comments

- Comment period is 5/1 – 6/30/2008.
- CSREES welcomes your comments.
- CSREES will discuss in future teleconferences.



# Questions

- **Questions**
  - **Northeast Region**
  - **Southern Region**
  - **North Central Region**
  - **Western Region**
- **Questions my be emailed to:**
  - **[formulagrantsquestions@csrees.usda.gov](mailto:formulagrantsquestions@csrees.usda.gov)**



## **Next Nationwide Teleconference (Wednesday, June 4, 2008)**

- **SF-424M Application Packages**
- **Status on Allocation Memos,  
FGOs, and Letters of  
Authorization**
- **Topics??**