

Regional Integrated Pest Management Centers

FY 2007 Request for Applications

APPLICATION DEADLINE: March 30, 2007



U.S. Department of Agriculture



Cooperative State Research, Education, and Extension Service

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

REGIONAL INTEGRATED PEST MANAGEMENT CENTERS

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 Grants.gov by close of business (COB) on **March 30, 2007 (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 Branch; 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 the Regional Integrated Pest Management Centers RFA.

EXECUTIVE SUMMARY: CSREES requests applications for the Regional Integrated Pest Management Centers Program (IPM Centers) for fiscal year (FY) 2007 to advance the goals of the National Roadmap for Integrated Pest Management by establishing and maintaining information networks, building partnerships to address pest management challenges and opportunities, evaluating the impact of IPM implementation, communicating positive outcomes to key stakeholders, and managing funding resources effectively. CSREES anticipates that approximately \$3,890,000 will be available for support of this program in FY 2007.

This notice identifies the objectives for IPM Center projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply for an IPM

Centers grant. CSREES additionally requests stakeholder input from any interested party for use in the development of the next RFA for this program.

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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

In FY 2007, CSREES will provide funding for four geographically-based Regional Integrated Pest Management Centers (IPM Centers) corresponding to the agency's four administrative regions: North Central, Northeastern, Southern, and Western (a state/territory listing by region is provided at the end of Part I., B.) The overarching goal of the IPM Centers program are to increase the economic benefits of adopting IPM practices and reduce the environmental and human health risks associated with managing pests. Successful applicants to this program will demonstrate the capacity and commitment necessary to advance these goals, which were established by the National Roadmap for Integrated Pest Management (www.ipmcenters.org/IPMRoadMap.pdf), and evaluate the progress of this advancement. The IPM Roadmap addresses pest management needs for production agriculture, natural resources and recreational environments, and residential and public areas.

The IPM Centers will promote the development and implementation of IPM by facilitating collaboration across states, disciplines, and purposes. They will serve as focal points for regional pest management information networks, collaborative team building, and broad-based stakeholder participation. The end result will be increased coordination of IPM research, education and extension efforts and enhanced responsiveness to critical pest management challenges.

Although each IPM Center will have a focus within its region, it is anticipated that inter-regional collaboration and cooperation will be essential to ensure efficient use of resources and to take advantage of the unique strengths and priorities of each center and region. IPM Center Directors will be expected to participate in national coordination meetings with representatives from regional IPM research and extension committees, IPM-related programs and government agencies to harmonize regional needs and activities into a comprehensive nationally-coordinated

program. Examples of the types of activities that may require inter-regional collaboration are the development of national Pest Management Strategic Plans, national Pest Alerts, Internet and database resources, and evaluations of the impacts of IPM implementation on a regional and national scale.

The four IPM Centers awarded funding in the FY 2007-10 funding cycle will be expected to build on the successes and capacity developed by the IPM Centers funded in the previous funding cycle (FY 2003-06). An assessment of the first two years of the previous funding cycle is available at www.ipmcenters.org/IPMCenterReview2-06.pdf.

Proposals submitted to the IPM Centers program should clearly describe a plan for achieving four core objectives, which are to:

(1) Establish and Maintain Information Networks. Each IPM Center will be expected to organize and maintain multi-state information networks designed to provide to pest managers, regulatory agencies, and policy makers the information they need to make science-based decisions. The information networks provide interactive communication and the exchange of information among IPM practitioners, researchers and extension specialists, government agencies and other program stakeholders. The information networks must engage Extension IPM programs and other IPM-related programs and expertise operating at the national, state and local levels. The IPM Center should utilize eXtension Communities of Practice as information networks for delivery of IPM practice information to specific user groups (go to <http://about.extension.org> for additional information).

(2) Build Partnerships to Address Challenges and Opportunities. Each IPM Center will be expected to engage stakeholders in regional IPM needs identification and prioritization processes to focus its resources on addressing the identified priority needs. Each Center will establish broad-based stakeholder advisory and steering committees to provide an opportunity for research and extension experts, IPM practitioners and other stakeholders to identify and prioritize pest management needs, challenges and opportunities in the region. Input from a variety of other sources will be utilized in the prioritization process to ensure that a broad range of pest management needs are considered. Key sources of input are research and extension faculty, including state Extension IPM coordinators, multistate research and extension committees addressing pest management issues, members of IPM-related eXtension Communities of Practice, commodity associations and other groups representing end-users, and public interest groups. Documents such as Pest Management Strategic Plans (www.ipmcenters.org/pmsp/index.cfm) can serve as an excellent resource during the needs identification and prioritization process.

Each IPM Center will be expected to promote collaboration across state and organizational boundaries to respond to priority pest management challenges such as invasive species, endangered species, pest resistance, and impacts resulting from regulatory actions affecting pest management practices. These efforts should complement and strengthen existing IPM programs and activities conducted by public institutions and the private sector, including those conducted by agriculture experiment stations and cooperative extension services, the National Plant Diagnostic Network, the Pest Information Platform for Extension and Education (IPM-PIPE), the

Pesticide Safety Education Program, the Sustainable Agriculture Research and Education Program, and EPA's Pesticide Environmental Stewardship Program and Strategic Agriculture Initiative. In some situations, the IPM Center may be directly involved in responding to a pest management challenge (e.g., by organizing workshops and training programs, developing Pest Alerts, or facilitating further development of mapping and modeling systems for the IPM-PIPE (www.ipmpipe.org)), while at other times the role of the IPM Center will be to enable its partners to respond to challenges by bringing together needed expertise and organizations, identifying resources, and communicating plans and successes to appropriate audiences.

Each IPM Center should encourage greater adoption of IPM practices by working in partnership with government agencies, private sector organizations and academic institutions. Interagency cooperation and shared funding of priority projects is strongly encouraged. Examples of new opportunities during the FY 2007-10 funding cycle include working with USDA's Natural Resources Conservation Service to increase the ability of growers to gain access to conservation program resources that can help them implement IPM methods, working with the organics industry to address the pest management needs of organic producers, working with the Department of Housing and Urban Development to increase IPM implementation in residential structures, and working with Extension consumer horticulture Master Gardener programs to implement IPM programs for gardens, lawns and landscapes.

(3) Evaluate and Communicate Successes. Each IPM Center will be expected to support assessment and evaluation efforts to document the impacts of IPM implementation throughout the region, including the aggregation and synthesis of existing information and the generation of new information, and to communicate positive outcomes to key stakeholders, funding organizations and policy makers.

(4) Manage Funding Resources Effectively. Each IPM Center will be expected to establish a process for managing sub-awards made from CSREES funding provided through the IPM Center award, for managing the Regional IPM Competitive Grants Program with funds that reside at CSREES, and for facilitating the identification of regional priorities for the Pest Management Alternatives Program. The management processes must ensure: a) the needs identification and prioritization process is kept separate from the funding process, b) that eligible applicants are notified of funding opportunities, and c) that funding is distributed in a fair and equitable fashion.

CSREES will give priority consideration to IPM Center proposals that:

1. Use novel approaches to address high priority problems and foster new collaborations between individuals and institutions;
2. Address the needs of under-served or hard-to-reach audiences;
3. Include collaboration with small- or mid-sized accredited colleges and universities, 1890 land-grant institutions, 1994 land-grant institutions, Hispanic-serving institutions, and/or other institutions that serve high-risk, under-served, or hard-to-reach audiences or international partnerships that contribute to or support U.S. pest management issues;

4. Successfully integrate research, education, and extension components into the proposed work;
5. Successfully integrate multiple pest disciplines in the management and execution of IPM Center programs; and
6. Complement other CSREES IPM programs, including the Extension Integrated Pest Management Implementation Program, the Pesticide Safety Education Program, the National Plant Diagnostic Network, the Pest Information Platform for Extension and Education (IPM-PIPE), the Regional Integrated Pest Management Competitive Grants Program, the Pest Management Alternatives Program, the Risk Avoidance and Mitigation Program, the Crops at Risk Program, the Methyl Bromide Transitions Program, the Integrated Organic Program, the IR-4 Project, the Sustainable Agriculture Research and Education Program and the following programs under National Research Initiative Competitive Grants Program: “Plant Biosecurity, Managed Ecosystems, Air Quality, Bioactive Food Components for Optimal Health, Human Nutrition and Obesity, Epidemiological Approaches for Food Safety, Animal Reproduction, Animal Growth and Nutrient Utilization, Animal Genome (A): Applied Animal Genomics, Animal Protection and Biosecurity (B): Animal Well-Being, Animal Protection and Biosecurity (C): Animal Biosecurity Coordinated Agricultural Projects (CAP), Biology of Weedy and Invasive Species in Agroecosystems Plant Genome (D): Applied Plant Genomics Coordinated Agricultural Project (CAP), Plant Biology (A): Gene Expression and Genetic Diversity, Plant Biology (B): Environmental Stress, Agricultural Prosperity for Small and Medium-Sized Farms, and Improving Food Quality and Value

The following websites may serve as useful resources in developing an IPM Center proposal:

1. Regional Integrated Pest Management Centers (www.ipmcenters.org);
2. National Plant Diagnostic Network (www.npdn.org/DesktopDefault.aspx);
3. CSREES Pest Management Programs (www.csrees.usda.gov/nea/pest/pest.html);
4. USDA Office of Pest Management Policy (www.ars.usda.gov/opmp/);
5. Pesticide Environmental Stewardship Program (www.epa.gov/oppbppd1/PESP/index.htm);
6. Strategic Agricultural Initiative (www.epa.gov/pesticides/grants/aginitiative.htm);
7. Sustainable Agriculture Research and Education Program (www.sare.org);
8. Pesticide Safety Education Program (www.csrees.usda.gov/nea/pest/in_focus/pesticides_if_psep.html);
9. IR-4 Project (<http://ir4.rutgers.edu/>);
10. Federal IPM Coordinating Committee (www.ipm.gov);
11. Extension Master Gardeners (www.csrees.usda.gov/nea/plants/pdfs/regional_extension_master_gardeners_list.pdf);
12. The Prevention, Avoidance, Monitoring and Suppression approach (www.ipmcenters.org/Docs/PAMS.pdf);
13. The Pest Information Platform for Extension and Education (<http://www.sbrusa.net/>); and
14. The Performance Planning and Reporting System (PPRS) (<http://www.pprs.info/>).

List of States and Territories by Region:

North Central: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin.

Northeastern: Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Washington, D.C., and West Virginia.

Southern: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, Puerto Rico, South Carolina, Tennessee, Texas, Virginia, and Virgin Islands.

Western: Alaska, American Samoa, Arizona, California, Colorado, Federated States of Micronesia, Guam, Hawaii, Idaho, Montana, Nevada, New Mexico, Northern Marianas, Oregon, Utah, Washington, and Wyoming.

PART II—AWARD INFORMATION

A. Available Funding

CSREES anticipates that approximately \$3,890,000 will be available for support of this program in FY 2007. CSREES will award a total of four equally-funded grants for Regional IPM Centers, one in each of its administrative regions: North Central, Northeastern, Southern, and Western.

B. Types of Applications

In FY 2007, applications should be submitted to the Regional IPM Centers Program as the following type of request:

New application. This is a project application that has not been previously submitted to the Regional IPM Centers Program. All new applications will be reviewed competitively using the selection process and evaluation criteria described in Part V—Application Review Requirements.

C. Project Types

In FY 2007, applications should be submitted for a 4-year period as CSREES anticipates making these awards as continuation grants to reduce the administrative burden to the grant applicants. A continuation grant is an award for which an application is approved, but each year of funding is awarded on an annual basis and subject to the availability of annual appropriations and satisfactory progress of the project.

Awards made in FY 2007 will provide funds for the first eighteen months of the project.

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., Definitions). **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 returning the application without review 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., 2 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. Address to Request 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) to determine if the organization is prepared to submit electronic applications through Grants.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-000404**” 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

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 Guide.

1. R&R Other Project Information Form

a. Project Summary/Abstract (Field 6. on the Form). The summary should include a statement addressing the relevance of the project to the goals and objectives of the IPM Centers program.

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

PLEASE NOTE: The Project Narrative shall not exceed eighteen single-spaced pages of written text including figures and tables using a 12 point font. The Project Narrative must:

- (1) Identify the mission and goals of the proposed IPM Center;
- (2) Identify the Director and other key personnel (or positions) of the IPM Center;
- (3) Describe the management process the IPM Center will use (if funded) to: a) establish broad-based advisory and steering committees that represent the diversity of capabilities, institutions and pest management issues found in the region, b) involve other stakeholders and partner institutions in its operations through working groups and other mechanisms, c) identify program needs and establish priorities, and d) develop a strategic plan that will be followed to address regional priorities (once they are established) and achieve the goals and core objectives identified in this request for proposals;
- (4) Present a plan for establishing and maintaining interactive information networks that cross traditional institutional, disciplinary, programmatic and geographic boundaries to address regional IPM priorities. The information network should provide a mechanism to develop and review science and regulatory documents and to share current pest management information with pest managers and other stakeholders. The need for links to other regional or national information systems should be identified;
- (5) Present a plan for identifying IPM research, extension and implementation successes throughout the region and for communicating positive outcomes to key stakeholders, funding organizations and policy makers;
- (6) Describe the process that will be used to ensure effective management of IPM Center resources. Specifically address the approach that will be used to ensure that a fair and open

decision-making process will be used to solicit and select potential applicants for funding opportunities; and

(7) Provide a plan, including milestones, to assess progress and accomplishments throughout the project.

2. Budget

In an effort to alleviate the administrative burden and expedite the awards process, CSREES may agree to modify the requirements for the administration of the Regional Integrated Pest Management Centers award. When the sub-award process has been approved by CSREES, the grantee will no longer be required to submit proposals and budgets for sub-awards to CSREES for approval. Guidelines for developing a sub-award process will be provided to successful applicants after the award has been made.

At least one member of each successful IPM Center team must attend quarterly leadership meetings to report on IPM Center activities. Reasonable travel expenses may be claimed as part of the project budget.

Matching

If an applicant concludes that matching funds are not required, 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, proposals 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 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) 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 immediately following 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.

A four-year budget must be submitted with each proposal. The funding profile will be as follows: The initial funding period of each new center award will be for eighteen months, with subsequent funding for twelve months, twelve months, and the last incremental will be for six months. The funding profile should be considered as proposals are being developed. This funding cycle is intended to accommodate the delays that often occur in the sub-award process.

3. CSREES Supplemental Information Form

a. Program Code (Field 2. on the Form). Enter the program code name “**IPM Centers**” and the program code “**112.D**”.

b. Conflict of Interest List (Field 8. on the Form).

C. Submission Date and Time

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 **March 30, 2007 (5:00 p.m. Eastern Time)**. Applications received after this deadline will normally not be considered for funding.

The receipt of all applications will be acknowledged by 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 a confirmation message from CSREES within 30 days of submission of the application, please contact the Agency 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

Section 709 of the FY 2006 Consolidated Appropriations Act (Public Law 109-97) limits indirect costs to 20 percent of the total Federal funds provided under each award. 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 FY 2007 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 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.

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. Relevance of the proposal to the accomplishment of program goals and core objectives, as described in Part I, B;
2. Capacity to address the needs of under-served audiences;
3. Adequacy of the proposal response to items listed in the Project Narrative [Part IV, B., 1.,b.], including the configuration of the proposed IPM Center and its potential to engage with IPM stakeholders and other IPM-related programs;
4. Quality and extent of stakeholder involvement in proposal development, and probability that stakeholders will participate in IPM Center programming (substantiated by letters of support included in the “Collaborative Arrangements” portion of the application);
5. Capacity of host institution(s) to provide support, including commitment to IPM programs and history of regional engagement and leadership in IPM;
6. Experience, accomplishments and time commitments of key project personnel; and
7. Appropriateness of requested budget.

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 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 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 must submit annual progress reports to CSREES that detail progress toward achieving goals and objectives of the project and a final report that includes a brief project impact statement written in lay language. The reports should include the following information about the project: (1) basic information (i.e., project title, name of project director, award number, and reporting period); (2) a description of the stakeholder needs identified, problems addressed, and results of the project (including publications); (3) plans for the upcoming year; and (4) a description of sub-award activity, including a list of projects funded and the process used to select recipients. Any students who work on a project should be listed in the project reports (i.e., report graduate degrees awarded and undergraduates trained, as applicable). A budget summary should be included in each report to provide an overview of all monies spent during the reporting period.

Grantees are also required to submit annual and summary evaluation reports via CSREES' Current Research Information System (CRIS) <http://cwf.uvm.edu/cris>. When access to the web is unavailable, please contact the CRIS Office at 202-690-0009 or e-mail cdeckers@cris.csrees.usda.gov. CRIS is an electronic, Web-based inventory system that facilitates both grantee submissions of project outcomes and public access to information on Federally-funded projects.

At least one member of each successful IPM Center team must attend quarterly leadership meetings to report on IPM Center activities. Reasonable travel expenses may be claimed as part of the project budget.

PART VII—AGENCY CONTACT

Applicants and other interested parties are encouraged to contact: Dr. Michael Fitzner, Director, Plant Systems Section, Plant and Animal Systems Unit; Cooperative State Research, Education, and Extension Service; USDA; STOP 2220; 1400 Independence Ave., SW; Washington, DC 20250-2220; telephone: 202-401-4939; fax: 202-401-4888; e-mail: mfitzner@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:

1890 Land-Grant Institution means one of those institutions eligible to receive funds under the Act of August 30, 1890 (26 Stat. 419, chapter 841, 7 U.S.C. 321 et seq.) including Tuskegee University and West Virginia State University.

1994 Land-Grant Institution means one of those institutions as defined in 532 of the Equity in Education Land-Grant 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.

Hispanic-Serving Institution means an institution of higher education that:

- (1) is an eligible institution as defined in this section; and
- (2) at the time of application, has an enrollment of undergraduate full-time equivalent students that is at least 25 percent Hispanic students.

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 benefiting 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.

F. CSREES' Grants.gov Implementation Plans

CSREES is continuing to develop its capacity to exchange proposal and grant data electronically with its grantees through [Grants.gov](http://www.grants.gov) and to process, review, and award proposals and grants electronically.

In Fiscal Year (FY) 2006, CSREES offered an electronic application option for select grant programs and partnered with five institutions to use Grants.gov Apply. CSREES utilized the SF-424 R&R (Research and Related) forms package (see 70 FR 9656, published in the Federal Register on February 28, 2005) along with CSREES Agency-specific forms and instructions to receive the electronic applications. These pilot activities were successful and provided lessons for applicants and CSREES.

As a result, for the FY 2007 (October 1, 2006-September 30, 2007) cycle, CSREES is requiring electronic submission through Grants.gov for some programs while providing a Grants.gov option for others. Please visit <http://www.csrees.usda.gov/funding/fy07changes.html> for information about FY 2007 submission requirements by program. For more information about CSREES' Grants.gov plans, including important announcements, program implementation, and detailed requirements, see the CSREES' web site, http://www.csrees.usda.gov/business/other_links/egov/egov.html. The information on these web sites will be updated as appropriate. It is suggested that the sites be visited periodically for important updates.

G. DUNS Number

A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 70 million businesses worldwide. A Federal Register notice of final policy issuance (68 FR 38402) requires a DUNS number in every application (i.e., hard copy and electronic) for a grant or cooperative agreement (except applications from individuals) submitted on or after October 1, 2003. Therefore, project directors should contact an AR to obtain the DUNS number or have the AR begin the steps needed to obtain one.

For information about how to obtain a DUNS number go to <http://www.grants.gov/RequestaDUNS>. Please note that the registration may take up to 14 business days to complete.