

Alaska Native-Serving and Native Hawaiian-Serving Education Competitive Grants Program (ANNH)  
**FY 2019 Frequently Asked Questions**

- Please refer to the [FY19 ANNH REQUEST FOR APPLICATIONS](#) for complete application instructions.

**FAQs**

- **What is NIFA and what is its mission?**
- **What is the purpose of the ANNH Program?**
- **What are the expectations for funded ANNH projects for Fiscal Year (FY) 2019?**
- **What types of applications are expected for the ANNH Program?**
- **Is there a cost sharing or matching requirement for ANNH projects?**
- **What are ANNH funding restrictions?**
- **What is the duration of the ANNH award?**
- **Who is eligible to apply for the ANNH program?**
- **Will I be eligible to apply for an ANNH if I have an active award with NIFA through another program?**
- **How do I apply for a ANNH?**
- **What must I submit to apply?**
- **Is there a limit to the number of applications an institution can submit to the FY 2019 ANNH program?**
- **When are the ANNH applications due to NIFA?**
- **What if I miss the deadline?**
- **What is the administrative review?**
- **What is the technical review?**
- **How will my application be evaluated?**
- **When will I be notified with a decision?**
- **Can I receive my scores and the review panel's comments?**
- **What happens once I am selected as a potential ANNH award recipient?**
- **How can I be a peer reviewer for the ANNH program?**
- **Are there restrictions or conflicts that apply to serving as a reviewer?**
- **If I am an applicant, can I serve as a reviewer for FY 2019 ANNH applications?**
- **How can I get answers about my ANNH application?**

**Purpose of the ANNH Grant Program**

- **What is NIFA and what is its mission?**
  - Established in 2009, the National Institute of Food and Agriculture is a federal science agency within the [United States Department of Agriculture](#). Congress created [NIFA](#) through the Food, Conservation, and Energy Act of 2008. NIFA provides leadership and funding for programs that advance agriculturally-related sciences. The agency seeks to invest in and support initiatives that ensure the long-term viability of agriculture.

- **What is the purpose of the ANNH Program?**

The purpose of this program is to promote and strengthen the ability of Alaska Native-Serving Institutions and Native Hawaiian-Serving Institutions to carry out education, applied research, and related community development programs. NIFA intends this program to address educational needs, as determined by each institution, within a broadly defined area of food, agricultural, natural resource and human (FANH) sciences.

- **What are the expectations for funded ANNH projects for Fiscal Year (FY) 2019?**

- To support:

- Activities of collaborative membership of Alaska Native-Serving or Native Hawaiian Serving Institutions to enhance educational equity for underrepresented students.
- Strengthening institutional education capacities, including libraries, curriculum, faculty, scientific instrumentation, instruction delivery systems, and student recruitment and retention, in order to respond to identified State, regional, national, or international educational needs in the food and agriculture sciences.
- Undergraduate and graduate students from underrepresented groups in order to prepare them for careers related to the FANH sciences and beginning with the mentoring of students from K-12, and continuing with the provision of financial support for students through their attainment of a doctoral degree.
- Cooperative initiatives between at least two or more Alaska Native-Serving or Native Hawaiian-Serving Institutions, which may work in cooperation with one or more other entities including units of State government and private sector organizations, to maximize the development and use of resources, such as faculty, facilities, and equipment, to improve FANH science education programs.

- See RFA for more information.

### **ANNH Support**

- **What types of applications are expected for the ANNH Program?**

- In FY 2019, you may submit applications to the ANNH Program as one of the following types of requests:

- **New application.** This is a project application that has not been previously submitted to the ANNH Program. We will review all new applications competitively using the screening for administrative requirements, review panel evaluation of proposals using evaluation criteria and selection process described in Part V—Application Review Requirements.
- **Renewal Application.** This is a project application that requests additional funding for a project beyond the period that was approved in an original or amended award. Applications for renewed funding must contain the same information as required for new applications; they also must contain a Progress Report (see Project Narrative, Part IV). We must receive renewal applications by the relevant due dates. We will evaluate renewal applications in competition with other pending applications in the area to which they are assigned and review them according to the same evaluation criteria (Part V, B.) as new applications.

- **Resubmitted application.** This is an application that had previously been submitted to the ANNH Program but not funded. Project Directors (PDs) must respond to the previous review panel summary (see Response to Previous Review, Part IV). We must receive resubmitted applications by the relevant due dates. We will evaluate resubmitted applications in competition with other pending applications in the appropriate area to which they are assigned and review them according to the same evaluation criteria (Part V, B) as new applications.
  - **Resubmitted Renewal Application.** This is a project application that requests additional funding for a project beyond the period that was approved in the original award. In addition, this is an application that had previously been submitted for renewal to the ANNH Grants Program but not funded. Therefore, PDs must provide a Progress Report (as required under the Project Narrative, Part IV) and must respond to the previous review's panel summary as required under Response to Previous Review, Part IV. We must receive resubmitted renewal applications by the relevant due dates. We will evaluate resubmitted renewal applications in competition with other pending applications in the areas to which they are assigned and review them according to the same evaluation criteria as new applications.
- **Is there a cost sharing or matching requirement for ANNH projects?**
  - NIFA does not require matching support for this program, and matching resources will not be a factor in the review process as evaluation criteria.
- **What are ANNH funding restrictions?**
  - Section 713 of the Consolidated Appropriations Act, 2016 (Pub. L. 114-113) limits indirect costs to 30 percent of the total Federal funds provided (or 42.857 percent of total direct costs) under each award. If the institution does not have, or cannot obtain, a negotiated rate, it must calculate an indirect cost rate in order to request indirect costs.
  - The use of grant funds to plan, acquire, or construct a building or facility is not allowed under this program. With prior approval, and in accordance with the cost principles set forth in 2 CFR part 220 (Circular No. A- 21), some grant funds may be used for minor alterations, renovations or repairs deemed necessary to retrofit existing teaching or research spaces in order to carry out a funded project. However, requests to use grant funds for such purposes must demonstrate that the work is essential to achieving the major purpose of the project. Grant funds may not be used for endowment funding.
  - See RFA for a complete description of funding restrictions.
- **What is the duration of the ANNH award?**
  - The project period may range from 24 to 36 months (two to three years).

### **Eligibility Requirements**

- **Who is eligible to apply for the ANNH program?**
  - For the purpose of the ANNH Grants Program, an eligible institution means an individual public or private, nonprofit Alaska Native-Serving and Native Hawaiian-Serving Institutions of higher education that meet the definitions of Alaska-Serving Institutions or

Native Hawaiian-Serving Institution established in Title III, Part A of the Higher Education Act of 1965, as amended (20U.S.C. 1059d.). Applicants not meeting an eligibility criterion by the due date may result in the application being excluded from consideration or, even though an application may be reviewed, will preclude NIFA from making an award.

- See RFA for a complete description of eligibility.
- **Will I be eligible to apply for an ANNH if I have an active award with NIFA through another program?**
  - Institutions receiving a grant under this program are eligible to receive ANNH in subsequent years. Receiving a grant under any other authority does not affect eligibility for this ANNH program.

### **Application Process**

- **How do I apply for an ANNH?**
  - Applicants submit their ANNH application through the [Grants.gov](https://www.grants.gov) portal. Applicants are advised to prepare their material early and pass the complete package through their institution's Grants Office for submission by 5:00 pm (EASTERN) on the due date. Further information is included in the RFA.
- **What must I submit to apply?**
  - Application package as identified in the published Request for Applications (RFA).
- **Is there a limit to the number of applications an institution can submit to the FY 2019 ANNH program?**
  - One Standard and one Collaborative as Lead Institution.
- **When are the ANNH applications due to NIFA?**
  - Applications must be received by Grants.gov by the date referenced on the RFA. Please see the RFA for detailed information.
- **What if I miss the deadline?**
  - You may apply when the ANNH program publishes another call for applications. The ANNH application submission deadline is adhered to rigorously.

### **Evaluation Process**

- **What is the administrative review?**
  - The ANNH Program team screens each application to ensure that it meets the administrative requirements as set forth in this RFA. Only complete applications that meet all eligibility requirements, project requirements, and supporting documents described in the RFA will be considered for a merit review. Applications identified as incomplete or that do not meet the eligibility or complete application package requirements will be deemed ineligible.
- **What is the technical review?**

- All complete ANNH applications from eligible institutions undergo a peer review by a panel of experts in the areas of study related to the ANNH Program. ANNH proposals will be evaluated using a peer review process to find win-win matches between the proposed work, capabilities of applicant organization(s), and the ANNH Program purpose, priorities and goals. 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, and managers/operators in STEM fields) 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. Panel members rate applications based on the evaluation criteria described below.

- **How will my application be evaluated?**

- Applications are evaluated by a review panel on the following criteria:
  - Potential for Advancing Education and/or Applied Research
  - Proposed Approach and Cooperative Linkages
  - Institutional Capability and Capacity Building
  - Key Personnel
  - Budget and Cost-Effectiveness
- Following the completion of a peer review process for ANNH proposals, the program staff will recommend that your proposal be approved for support from currently available funds or be declined to insufficient funds or unfavorable review.
- See RFA for details.

### **Selection Process**

- **When will I be notified with a decision?**

- Applicants will generally be notified of their award status within six months of submitting an application.

- **Can I receive my scores and the review panel's comments?**

- Yes. Panel review comments are sent to each applicant after awards have been made.

### **ANNH Program Grantees**

- **What happens once I am selected as a potential ANNH award recipient?**

- ANNH Program staff submits an offer of funding letter and requests responses to clarifying questions raised in the peer panel meeting. Applicants must respond to all issues and queries.
- **How can I be a peer reviewer for the ANNH program?**
  - If you are not submitting an application, you may express your interest in serving as a reviewer and submit your curriculum vita via [joyce.parker@nifa.usda.gov](mailto:joyce.parker@nifa.usda.gov). The selection of reviewers will be confirmed after the deadline for submission of applications.
- **Are there restrictions or conflicts that apply to serving as a reviewer?**
  - Yes. If any of the following apply as a relationship with any of the key personnel on a proposal, you are ineligible to serve as a peer reviewer for the proposal:
    - Co-author on any publication (print or digital), within the past three (3) years;
    - Collaborator on teaching, research and/or extension projects, within the past three (3) years, or pending/planned future collaborations;
    - Consulting arrangement, financial arrangement or any other conflict of interest, within the past three (3) years;
    - Advisee/advisor on thesis, or dissertation, or postdoctoral training. There is a lifetime conflict for a major professor-advisee relationship. There is a three-year conflict for service on graduate committees, or as academic or professional mentor, including postdoctoral mentor;
    - Belonging to same institution. If you have moved from an institution, there is a one-year institutional conflict.
- **If I am an applicant, can I serve as a reviewer for FY 2019 ANNH applications?**
  - No, as this is a potential conflict of interest.
- **How can I get answers about my ANNH application?**
  - The Request for Applications on NIFA's website has contact information for program questions. Look on NIFA's website for the RFA which has the contact number for the national program leader for ANNH.
  - (Electronic Application Process Issues) questions: call 202- 401- 5048 OR [electronic@nifa.usda.gov](mailto:electronic@nifa.usda.gov).
  - For Submission Issues in [www.grants.gov](http://www.grants.gov) seek assistance by e-mail: [support@grants.gov](mailto:support@grants.gov) or phone: 1-800-518-4726. Hours of Operation: 24 hours a day, 7 days a week.
- **Disclaimer:** This FAQ document is not a substitute for reading the published Request for Applications and providing the information requested for a complete ANNH Program application package.