

Farm and Ranch Stress Assistance Network – State Departments of Agriculture

NATIONAL INSTITUTE OF FOOD AND AGRICULTURE
U.S. DEPARTMENT OF AGRICULTURE

INITIAL ANNOUNCEMENT - FY 2021

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: This program is listed in the Catalog of Federal Domestic Assistance under **10.500**.

DATES: Applications must be received by **5:00 p.m. Eastern Time on Tuesday, June 15, 2021**. See the correspondence that accompanies this request for applications.

NIFA often issues requests for applications (RFAs). The RFAs are divided into seven parts. All information in the seven parts is not necessary for each RFA; therefore, if a part is not applicable then the part is included and is denoted by “Reserved,” in order to maintain the overall RFA structure for reference to RFAs by other documents.

PART I. FUNDING OPPORTUNITY DESCRIPTION

Funds are provided to support the Farm and Ranch Stress Assistance Network – State Departments of Agriculture (FRSAN-SDA) program. SDAs are well positioned to connect individuals who are engaged in farming, ranching, and other agriculture-related occupations to stress assistance programs. The term “farmer” is used in the broadest sense and may be interpreted to include agricultural farmers, ranchers, workers, business owners, and non-industrial private forest owners and managers.

The FRSAN-SDA program helps advance USDA Strategic Goals for FY 2018-2022:

Goal 4: Facilitate rural prosperity and economic development.

Goal 6: Foster productive and sustainable use of our National Forest Systems Lands; and

Goal 7: Provide all Americans with access to a safe, nutritious, and secure food supply.

Purpose & Priorities

The FRSAN-SDA program, Assistance Listing 10.500, is authorized in Section 766 of Division M (Coronavirus Response and Relief Act, 2021) of the FY 2021 Consolidated Appropriations Act ([H.R. 133](#)). Funding appropriated for the FRSAN-SDA program may be used by State Departments of Agriculture to expand or sustain stress assistance programs for individuals who are engaged in farming, ranching, and other agriculture-related occupations, including:

- (1) programs that use funds to initiate, expand, or sustain programs that provide professional agricultural behavioral health counseling and referral for other forms of assistance as necessary through the following:

- (A) Farm telephone helplines and websites
- (B) Training, including training programs and workshop, for –
 - i. Advocates for individuals who are engaged in farming, ranching, and other occupations relating to agriculture: and
 - ii. Other individuals and entities that may assist individuals who –
 - (1) are engaged in farming, ranching, and other occupations relating to agriculture and
 - (2) are in crisis.
- (C) support groups; and
- (D) outreach services and activities, including the dissemination of information and materials.

(2) any State initiatives in existence as of December 27, 2020 and identified in the State Plan that provide stress assistance for such individuals.

State Departments of Agriculture seeking a grant must submit a State plan as reflected in Part IV.B- *R&R Other Project Information Form*, (2). -Field 8. The state plan must clearly outline how the effort will expand or sustain stress assistance programs as described above and include—

- (1) a description of each activity and the estimated amount of funding to support each program and activity carried out through such a program.
- (2) an estimated timeline for the operation of each of those programs and activities.
- (3) the estimated amount of funding to support each program and/or activity, along with the overall total amount of funding sought; and
- (4) an assurance that the State department of agriculture will comply with the reporting requirements outlined in this RFA.

State Departments of Agriculture are encouraged to use funds to support the eligible programs described in this section that are operated by—

- (1) Indian tribes (as defined in section 4 of the Indian Self-Determination and Education Assistance Act ([25 U.S.C. 5304](#)));
- (2) State cooperative extension services; and
- (3) nongovernmental organizations.

Funds may also be used to support eligible programs that serve socially disadvantaged producers or are administered by the 1890, 1994, or Hispanic-serving Agricultural Colleges and Universities for this purpose. All collaborating partners and sub-awards should be described in the state plan.

The FY 2020 through FY 2022 Farm and Ranch Stress Assistance Network regional leads and corresponding states are listed in Table 1. Collaboration with the regional leads and/or their state partners is also encouraged to help improve program effectiveness and reduce duplication of efforts.

Table 1: List of Regions

Northeast Region: National Young Farmers Coalition Martin Lemos martin@youngfarmers.org	Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, West Virginia, The District of Columbia
Southern Region: University of Tennessee Heather Sedges hsedges@utk.edu	Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia, Puerto Rico, The U.S. Virgin Islands
North Central: University of Illinois Josie Rudolphi josier@illinois.edu	Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota Wisconsin
Western Region: Washington State University Don McMoran dmcmoran@wsu.edu	Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, Wyoming, American Samoa, Guam

Reporting

Grantees are required to submit a report no later than 180 days after the public health emergency ends, describing—

- (1) the activities conducted using such funds.
- (2) the amount of funds used to support each such activity; and
- (3) the estimated number of individuals served by each such activity.

PART II. AWARD INFORMATION

A. Available Funding

The total amount of funds available for award under this request for applications (RFA) is approximately \$28,000,000. Individual State Departments of Agriculture (or such equivalent department) may request up to \$500,000. Funds may be used for salary of personnel, travel expenses, supplies, and subawards. Indirect costs (IDC) – See [Part IV § C](#) of this RFA for funding restrictions regarding indirect cost, and Part V 7.9 of the [Application Guide](#) for additional information.

The total allocations to each state may not exceed the cap specified of \$500,000. USDA NIFA will provide input for review of state plans and approval of awards.

Awards issued as a result of this RFA will have designated the Automated Standard Applications for Payment System (ASAP), operated by the Department of Treasury’s Bureau of the Fiscal Service, as the payment system for funds. For more information see [Automated Standard Application for Payments](#).

B. Application Restrictions

Only new applications are to be submitted in response to this RFA.

C. Reserved.

PART III. ELIGIBILITY INFORMATION

A. Applicant Eligibility

Only State Departments of Agriculture (or such equivalent department) are eligible for funding under this program. For this program, the term “State” includes

- (1) the 50 States;
- (2) the District of Columbia;
- (3) the Commonwealth of Puerto Rico; and
- (4) any other territory or possession of the United States.

B. Cost Sharing or Matching

Matching is not a requirement for awards resulting from an application in response to this RFA.

C. Reserved.

PART IV. APPLICATION AND SUBMISSION INFORMATION

A. Method of Application

Applicants must apply to this RFA electronically; no other method or response is accepted. The electronic application for this RFA and additional resources are available on [Grants.gov](https://www.grants.gov) and [Grants 101](#). **Table 1** provides instructions on how to obtain an electronic application. **Part II § 1** of the [NIFA Grants.gov Application Guide](#) (Application Guide) contains detailed information regarding the [Grants.gov](https://www.grants.gov) registration process.

Table 1. Steps to Obtain Application Materials

Steps	Action
Step One: Register	<i>New Users</i> to Grants.gov must register early with Grants.gov prior to submitting an application (Register Here).
Step Two: Download Adobe	Download and Install Adobe Reader (see Adobe Software Compatibility for basic system requirements).
Step Three: Find Application	Using this funding opportunity number USDA-NIFA-EXCA-008318 , search for application here: Opportunity Package .
Step Four: Assess Readiness	Contact an AR prior to starting an application to assess the organization’s readiness to submit an electronic application.

Table 2: Help and Resources

Grants.gov Support	NIFA Support
Grants.gov Online Support Telephone support: 800-518-4726 Toll-Free or 606-545-5035 Email support: support@grants.gov Self-service customer based support: Grants.gov iPortal <i>Key Information: Customer service business Hours 24/7, except <u>federal holidays</u>.</i>	Email: policy@usda.gov <i>Key Information: Business hours: Monday thru Friday, 7a.m. – 5p.m. ET, except <u>federal holidays</u></i>

B. Content and Form of the Application

The [Application Guide](#) is part of the corresponding application package for this RFA. The RFA overrides the [Application Guide](#) if there is a discrepancy between the two documents. NIFA will accept subsequent submissions to an application until the application deadline. However, applicants that do not meet the application requirements, to include partial applications, risk being excluded from NIFA’s review. NIFA will assign a proposal number to all applications that

meet the requirements of this RFA. Applicants must refer to the proposal number when corresponding with NIFA. **Table 3** outlines other key instructions for applicants.

Table 3: Key Application Instructions

Instruction	References (All references are to the <u>Application Guide</u>)
Attachments must be in a portable document format (PDF) format.	Part III § 3
Check the manifest of submitted files to verify attachments are in the correct format.	Part III § 6.1
Conduct an administrative review of the application before submission.	Part VII
Follow the submission instructions.	Part IV § 1.5
Provide an accurate email address, where designated, on the SF-424 R&R.	Part IV § 1.5
Contact the Grants.gov helpdesk for technical support and keep a record of the correspondence.	
Contact NIFA if applicant does not received correspondence from NIFA regarding an application within 30 days of the application deadline.	

SF 424 R&R Cover Sheet. See **Part V § 2** and **Part V § 2.17** of the [Application Guide](#) for the required certifications and assurances.

SF 424 R&R Project/Performance Site Location(s). See **Part V § 3** of the [Application Guide](#).

R&R Other Project Information Form. See **Part V § 4** of the [Application Guide](#).

1. Field 7. Project Summary (PS)/Abstract. The PS must show how the project goals align with the project goals of Farm and Ranch Stress Assistance Network – State Departments of Agriculture program. See **Part V § 4.7** of the [Application Guide](#) for instructions and suggested templates.
2. Field 8. Project Narrative (PN). The PN must not exceed [2] pages using the following table to reflect a State Plan.

State:

Primary Point of Contact Name:

Email Address:

Phone:

Physical Address:

Activity (Enter in each row below an activity from the options in Part I for which the state is seeking funding.)	Description	Lead Entity/Partner Responsible	Timeline	Cost
Example: Training Workshops	4 training workshops reaching a total of 200 individuals in four regions of the state	State University Cooperative Extension	5/1/21 – 8/31/21	\$50,000
Add additional rows as needed				
Total (May not exceed \$500,000)				

3. Field 12. Add Other Attachments. See **Part V § 4.12** of the [Application Guide](#).

R&R Senior/Key Person Profile (Expanded). See **Part V § 5** of the [Application Guide](#) for profile requirements, details about the biographical sketch, and suggested support templates.

R&R Personal Data. This information is voluntary and is not a precondition of award (see **Part V § 6** of the [Application Guide](#)).

R&R Budget. See **Part V § 7** of the [Application Guide](#).

Indirect costs (IDC) – See **Part IV § C** of this RFA for funding restrictions regarding indirect cost, and **Part V § 7.9** of the [Application Guide](#) for additional information.

Data Management Plan. A DMP is required for this program. Applicants should clearly articulate how the State Department of Agriculture plans to manage and disseminate the data generated by the project. The DMP will be considered during the merit review process (see **Part V § B** of this RFA, **Part III § 3.1** of the [Application Guide](#) and [NIFA’s Data Management Plan](#)).

Supplemental Information Form. See **Part VI § 1** of the [Application Guide](#).

1. Field 2. Program to which the applicant is applying. Enter the program name [**“Inst. of Youth, Family and Community, Admin. Discretionary & Reim. Extension”**] and the program code [**“FF-L”**]. Accurate entry is critical.
2. Field 8. Conflict of Interest List. A conflict of interest list is required under this program.

Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants. This is required for corporate applicants. See **Part VI § 2** of the [Application Guide](#) for a description of the term, “corporation.”

C. Funding Restrictions

Indirect Costs

Applicants may request full indirect costs, subject to statutory limitations. In order to do so, the applicant must use the current negotiated indirect cost rate established by its cognizant Federal

agency (the agency that provides the most funds). If awarded, the applicant will be required to produce a negotiated indirect cost rate agreement from the cognizant agency in order to recover indirect costs. If unable to obtain a negotiated rate from its cognizant agency, the applicant is not permitted indirect cost reimbursement. Rather, the applicant may only be reimbursed for allowable direct costs. Violation of cost accounting principles is not permitted when re-budgeting or charging costs to awards. Rather, costs must be consistently charged as either indirect or direct costs.

If the applicant wants full indirect costs, but does not have a negotiated rate, and NIFA is the cognizant agency, the applicant must calculate an indirect cost rate in order to request indirect costs. Several sample indirect cost rate calculations are provided on NIFA's indirect cost webpage located at: [NIFA Indirect Costs](#). During the application process, the applicant is not required to complete the entire indirect cost package identified on NIFA's website. Rather, the applicant need only calculate an indirect cost rate to serve as a basis for requesting indirect costs. If awarded, the applicant will be required to submit a complete Indirect Cost Proposal (ICP) package in order to obtain a negotiated rate as explained on NIFA's indirect cost website.

PART V. APPLICATION REVIEW REQUIREMENTS

A. through C. – Reserved.

D. Organizational Management Information

Applicants must submit specific management information relating to an applicant prior to an award and update the information as needed. Applicants may only have to update their information if they had previously provided the information under this or another NIFA program. NIFA provides the requisite forms during the pre-award process. Although an applicant may be eligible for award under this program, there are factors that may exclude an applicant from receiving federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual, or a determination that an applicant is not responsible).

E. Reserved.

PART VI. AWARD ADMINISTRATION

A. General

Within the limit of funds authorized, the NIFA awarding official will make grants to responsible and eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the NIFA awarding official as the effective date of the grant must 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. 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 NIFA under this RFA may be used only for the purpose for which they are granted in

accordance with the approved application and budget, regulations, terms and conditions of the award, applicable federal cost principles, USDA assistance regulations, and [NIFA General Awards Administration Provisions 7 CFR part 3430 subparts A through E.](#)

Award Notice. The award document will provide pertinent instructions and information as described in [2 CFR 200.211](#) (see [NIFA's Terms and Conditions](#)).

B. Administrative and National Policy Requirements

Several federal statutes and regulations apply to grant applications and the projects outlined in this RFA (some are listed here: [Federal Regulations](#)). Unless specifically noted by statute or award-specific requirements, [NIFA Policy Guide](#) applies to all NIFA awards.

PART VII. OTHER INFORMATION

A. Use of Funds and Changes in Budget

Delegation of fiscal responsibility. Unless the terms and conditions of the award state otherwise, awardees 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.

Changes in Budget or Project Plans. In accordance with [2 CFR 200.308](#), awardees must request prior approval from NIFA for the following program or budget-related reasons (the awardee is subject to the terms and conditions identified in the award):

1. Change in the scope or the objective of the project or program without prior written approval (even if there is no associated budget revision requiring).
2. Change in a key person specified in the application or the federal award.
3. Disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project.
4. Inclusion of costs that require prior approval in accordance with [2 CFR 200 Subpart E \(Cost Principles\)](#), or [45 CFR Part 75 Appendix IX, \(Principles for Determining Costs Applicable to Research and Development under Awards and Contracts with Hospitals\)](#), or [48 CFR](#), unless waived by the federal awarding agency,
5. [48 CFR Part 31, Contract Cost Principles and Procedures](#);
6. Transfer of funds budgeted for participant support costs to other categories of expense ([2 CFR §200.456 Participant support costs](#));
7. Sub-awarding, transferring or contracting out of any work under a federal award, including fixed amount sub-awards (see [2 CFR §200.333, Fixed Amount Sub-awards](#)), unless described in the application and funded in the approved federal awards. This provision does not apply to the acquisition of supplies, material, equipment, or general support services.
8. Changes in the approved cost-sharing or matching provided by the non-federal entity; and
9. The need for additional federal funds to complete the project.

B. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of NIFA transaction records, which are available to the public. Information that the Secretary of Agriculture determines to be confidential, privileged, or proprietary in nature will be held in confidence to the extent

permitted by law. Therefore, applicants should clearly mark any information within the application they wish to have considered as confidential, privileged, or proprietary. NIFA will retain a copy of an application that does not result in an award for three years. Such an application will be released only with the consent of the applicant or to the extent required by law. An applicant may withdraw at any time prior to the final action thereon.

C. Regulatory Information

This program is not subject to the provisions of [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](#).

APPENDIX I: AGENCY CONTACT

Programmatic Contacts

Name	Email	Telephone
R. Brent Elrod	richard.elrod@usda.gov	202-445-5456
Sydney Turner	sydney.turner@usda.gov	816-908-3314

For administrative questions related to

- 1.Grants.gov, see Part IV of this RFA
- 2.Other RFA or application questions, please email policy@usda.gov
- 3.Awards under this RFA, please email awards@usda.gov

U.S. Postal Mailing Address:

National Institute of Food and Agriculture
P. O. Box 419205, MS 10000
Kansas City, MO 64141-6205

Courier/Package Delivery Address:

National Institute of Food and Agriculture
2312 East Bannister Road, MS 10000
Kansas City, MO 64141-3061

APPENDIX II: GLOSSARY OF TERMS

Name	Acronyms
Authorized Representative	AR
Agricultural Research, Extension, and Education reform Act of 1998	AREERA
Data Management Plan	DMP
National Institute of Food and Agriculture	NIFA
Request for Application	RFA
Research, Education, and Economics	REE
United States Department of Agriculture	USDA

APPENDIX III: DEFINITIONS

Refer to 7 CFR 3430 [Competitive and Noncompetitive Non-formula Federal Assistance Programs – General Award Administrative Provisions](#) for additional definitions.

Terms	Definitions
Continuation Award	An award instrument by which NIFA agrees to support a specified level of effort for a predetermined period of time with a statement of intention to provide additional support at a future date, provided that performance has been satisfactory, appropriations are available for this purpose, and continued support would be in the best interest of the federal government and the public.
Matching	The process through which a grant recipient match awarded USDA funds with cash and in-kind contributions on a dollar-for-dollar basis. The matching funds must derive from non-Federal sources.
New Application	An application not previously submitted to a program.
Renewal Application	A project application that seeks additional funding for a project beyond the period that was approved in an original or amended award.
Resubmitted Application	A project application that was previously submitted to a program, but the application was not funded.
Resubmitted Renewal Application	A project application that requests additional funding for a project beyond the period that was approved in the original award. This is an application that had previously been submitted for renewal to but not funded.