

RIPM

Regional Integrated Pest Management Competitive Grants Program North Central Region

FY 2008 Request for Applications

APPLICATION DEADLINE: November 9, 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 COMPETITIVE GRANTS
PROGRAM – NORTH CENTRAL REGION**

INITIAL ANNOUNCEMENT

CATALOG OF FEDERAL DOMESTIC ASSISTANCE: Projects awarded under Section 3(d) of the Smith-Lever Act of May 8, 1914, ch. 79, 38 Stat. 372, 7 U.S.C. 341 *et seq.* can be found in the Catalog of Federal Domestic Assistance under 10.500. Projects awarded under Section 2(c)(1)(B) of the Act of August 4, 1965, Public Law No. 89-106, as amended (7 U.S.C. 450i (c)(1)(B)) can be found in the Catalog of Federal Domestic Assistance under 10.200.

DATES: Applications must be received by Grants.gov by close of business (COB) on November 9, 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), USDA 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 Staff; 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 fiscal year (FY) 2008 Regional Integrated Pest Management Competitive Grants Program – North Central Region RFA.

EXECUTIVE SUMMARY: CSREES anticipates the availability of grant funds and requests applications for the Regional Integrated Pest Management Competitive Grants Program for FY 2008 to support the continuum of research and extension efforts needed to increase the implementation of integrated pest management (IPM) methods. The Regional IPM Competitive Grants Program supports projects that develop individual pest control tactics, integrate individual tactics into an IPM system, and develop and implement extension education programs. The program is administered by the land-grant university system's four Regional IPM Centers (North Central, Northeastern, Southern, Western) in partnership with CSREES. In FY

2008, CSREES anticipates that approximately \$755,000 will be available for support of the Regional IPM Competitive Grants Program – North Central Region (referred to herein as the NC-RIPM). Of this amount, approximately \$500,000 expected to be available for Research projects, \$80,000 for Extension projects, and \$175,000 for Joint Research-Extension projects.

This notice identifies the objectives for NC-RIPM projects, the eligibility criteria for projects and applicants, and the application forms and associated instructions needed to apply for a NC-RIPM 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

Authority for the funding of Research projects is contained in Section 2(c)(1)(B) of the Act of August 4, 1965, Public Law No. 89-106, as amended (7 U.S.C. 450i (c)(1)(B)). Authority for the funding of Extension projects is contained in Section 3(d) of the Smith-Lever Act of May 8, 1914, ch. 79, 38 Stat. 372, 7 U.S.C. 341 *et seq.* For Joint Research-Extension applications (see Part II, C., 3), separate awards will be executed for P.L. 89-106 and Smith-Lever funds.

The Regional IPM Competitive Grants Program (RIPM) supports projects that develop individual pest control tactics, integrate individual tactics into an IPM system, and develop and implement extension and education programs. The program is administered by the land-grant university system's four regional IPM Centers (North Central, Northeastern, Southern, Western) in partnership with CSREES. Because the specific needs of each region vary, regional program priorities will vary.

B. Purpose and Priorities

The purpose of the NC-RIPM program is to provide support for the continuum of research and extension projects to increase the implementation of IPM. This purpose is fulfilled by increasing the supply and dissemination of IPM knowledge and by enhancing collaboration among stakeholders. Projects may span the spectrum from development to implementation of new IPM tactics and systems to:

- (1) improve cost benefit analyses when adopting IPM practices;
- (2) reduce potential human health risks from pests and related management strategies; and
- (3) minimize adverse environmental effects from pests and related management strategies.

For details about previously funded projects, please see the [CSREES Integrated Pest Management](#) webpage for more information and for links.

In FY 2008, the NC-RIPM program is soliciting proposals that address the following objectives:

NC-RIPM Priorities for 2007-2008

Research Needs

Research needs in IPM range from basic investigations of pest biology to the development of new pest management tactics. This grants program concentrates on many of the problem-solving aspects of IPM. A proposal must involve one of the following topics or a combination of them. All of the following areas of emphasis have equal priority.

- Develop advanced management tactics for specific settings (e.g., crops, parks, greenhouses and controlled environments, turf grass, the home and lawns, roadsides, golf courses, and public spaces) that prevent or avoid pest attack.
- Describe predicted project impact of pest management tactics on pollinators and beneficial insects.
- Develop economical high-resolution environmental and biological monitoring systems to enhance our capabilities to predict pest incidence, estimate damage, and identify valid action thresholds.
- Develop new diagnostic tools, particularly for plant diseases and for detection of pesticide resistance in pest populations, including weeds.
- Improve action thresholds for vector borne diseases; provide mechanisms for local vector borne disease control agencies to adequately monitor pest populations to predict possible outbreaks and implement low risk approaches to prevent outbreak levels.
- Improve the efficiency of suppression tactics and demonstrate least-cost options and pest management alternatives.
- Develop new delivery methods designed to expand the options for IPM implementation.

Extension Needs - Implementation and Adoption of IPM

Agricultural producers, natural resource managers, and homeowners must voluntarily adopt IPM practices for these programs to reach their full potential and the public must have information to fully evaluate and understand these programs. Options for consideration include:

- Develop user incentives for IPM adoption reflecting the value of IPM to society and reduced risks to users. Work with existing risk management programs including federal crop insurance, and incentive programs such as the Natural Resources Conservation Service (NRCS) Environmental Quality Incentives Program (EQIP) and other farm program payments to fully incorporate IPM tactics as rewarded practices.
- Provide opportunities for the facilitation of partnerships and training of Federal, State and County Agencies and conservation programs.
- Develop IPM guidelines and adopt criteria for specific commodities.
- Provide educational opportunities for IPM specialists to learn new communication skills that enable them to engage new and unique audiences having specific language, location, strategy, or other special needs.
- Create public awareness and understanding of IPM programs and their economic, health and environmental impacts, through education programs in schools, colleges, and the workplace, and through creative use of mass media.
- Leverage federal resources with state and local public and private efforts to implement collaborative projects.
- Ensure a multi-directional flow of pest management information by expanding existing and developing new collaborative relationships with public and private sector cooperators.
- Spotlight successful IPM programs.

This program does not fund projects related to the development of vaccines.

For more specific information see the National Road Map for IPM (May 17, 2004):
<http://www.ncipmc.org/IPMRoadMap.pdf>

Each proposal must include an evaluation and measurement component (use of the Logic Model is strongly encouraged) to determine the impact of the project. For more information on the Logic Model please consult the following website:
<http://www.uwex.edu/ces/pdande/evaluation/evallogicmodel.html>.

C. Program Area Description

For application purposes the NC-RIPM program code name is “**North Central RIPM**” and the program code is “**QQ.NC**”.

Three types of project proposals can be submitted to the NC-RIPM program in FY 2008: Research, Extension, or Joint Research-Extension. *Applicants must explicitly indicate the type of project you are proposing in two places on your application: on the Relevance Statement and on the Project Summary.*

1. Research

Provides support for creating the knowledge needed for the construction of pest management systems enabling the near-term development of practical pest management tactics, and exploration of interactions of tactics. Where possible, research should emphasize appropriate-scale experiments that address multiple pests over more than one season or location. Long-term, fundamental research is not appropriate for funding by this program. Research involving chemical pesticides or application technology should be as a system component and be designed to reduce the amount of pesticide and/or frequency of applications or their impacts. Development of vaccines will not be funded. Applications should clearly demonstrate how the tactic or system, once developed, would be incorporated into a system, and subsequently into an operational program. **Projects may last up to 3 years. Please note that 1- or 2-year Research projects may be eligible for no-cost extensions after years one and two, but that no carryover or extension is permitted beyond 3 years. Any unexpended funds are lost. The total budget for a Research project shall not exceed \$100,000.**

2. Extension

These projects enhance outreach efforts that support the wide-scale implementation of IPM methods and maximize opportunities to build strategic alliances with industry and user groups to expand their active participation in increasing the adoption of IPM methods. Projects may be proposed to develop educational materials and information delivery systems, conduct demonstrations, or deliver IPM education and training. A research component is not a required element of extension applications, but the research base should be documented. **Projects may last up to 3 years. The total budget for an Extension project shall not exceed \$80,000.**

3. Joint Research-Extension

This application type provides support for projects that validate pest management systems research, introduce new pest management tactics and systems, and deliver these systems to appropriate clientele/users through IPM education and training programs. Applications should clearly demonstrate multi-organizational and multi-functional involvement between research and extension activities. **Projects may last up to 3 years. Please note that 1-or 2-year Joint Research-Extension projects may be eligible for no-cost extensions after years one and two, but that no carryover or extension is permitted beyond 3 years. Any unexpended funds are lost. The total budget for a Joint Research-Extension project shall not exceed \$175,000.**

The RIPM program encourages projects that develop content suitable for delivery through eXtension (http://about.extension.org/mediawiki/files/5/51/EXECUTIVE_SUMMARY_-_March_14%2C_2006_-_YEAR_2.pdf). This content is for end users, as opposed to staff development, and must align with the eXtension Implementation Plan (available at <http://about.extension.org/wiki/Planning>). Funds may be used to contribute to existing Communities of Practice (COPs) (http://about.extension.org/wiki/Glossary_of_eXtension_Terms#Community_of_Practice_.28CoP.29;) or form new COPs that focus on integrated pest management (for examples of developing COPs and guidance on forming COPs, see http://cop.extension.org/wiki/Main_Page).

PART II—AWARD INFORMATION

A. Available Funding

There is no commitment by USDA to fund any particular application or to make a specific number of awards. In FY 2008, approximately \$755,000 is expected to be available to fund applications to the NC-RIPM. Of this amount, approximately \$500,000 is expected to be available for Research projects, \$80,000 for Extension projects and \$175,000 for Joint Research-Extension projects. Project periods may not exceed 3 years and the maximum budget allowable depends on the project type and the degree of collaboration among states in the NC Region

B. Types of Applications

In FY 2008, applications may be submitted to the NC-RIPM program as **one** of the following types of requests:

(1) New application. This is a project application that has not been previously submitted to the NC-RIPM program. All new applications will be reviewed competitively using the selection process and evaluation criteria described in Part V—Application Review Requirements.

(2) 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, and additionally must contain a progress report (see Project Narrative, Part IV). Renewal applications must be received by the relevant due dates, will be evaluated in competition with other pending applications in the appropriate area to which they are assigned, and will be reviewed according to the same evaluation criteria as new applications.

PART III—ELIGIBILITY INFORMATION

A. Eligible Applicants

Organizations eligible to receive Research awards are: state agricultural experiment stations, land-grant colleges and universities, research foundations established by land-grant colleges and universities, colleges and universities receiving funds under the Act of October 10, 1962 (16 U.S.C. 582a *et seq.*), and accredited schools or colleges of veterinary medicine. For Research awards, 1862 and 1890 land-grant colleges and universities are eligible, including Tuskegee University, and West Virginia State University, and 1994 land-grant institutions are also eligible for research awards. Eligibility for Extension awards is limited to 1862 land-grant colleges and universities. 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.

Research and Extension personnel from other USDA/IPM regions (Northeastern, Southern, or Western) and other state/territory and federal organizations can participate as members of project teams, but they cannot serve as sole PDs on a proposal submitted to the NC-RIPM program; i.e., the primary institution must be from a state in the North Central Region.

B. Cost Sharing or Matching

There are no matching requirements associated with the RIPM program and matching resources will not be factored into the review process as evaluation criteria.

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 first contact an Authorized Representative (AR) to determine if the organization is prepared to submit electronic applications through Grant.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-RIPM-001072** 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. ANY PROPOSALS CONTAINING NON-PDF DOCUMENTS WILL NOT BE ACCEPTED. Partial applications will not be accepted. With documented prior approval, resubmitted applications will be accepted until close of business on the closing date in the RFA.

1. R&R Cover Sheet

Information related to the questions on this form is dealt with in detail in Part V, 2. of the CSREES Grants.gov Application Guide.

2. R&R Other Project Information Form

Information related to the questions on this form is dealt with in detail in Part V, 3. of the CSREES Grants.gov Application Guide.

a. Project Summary/Abstract (Field 6. on the Form).

(i) Project Type (choose one): Research; Extension; or Joint Research-Extension.

(ii) Summary Statement. The first line of your summary should state the type of project you are submitting, for example, “This is a Research project” or “This is an Extension project.” For Joint Research-Extension projects, the summary statement must indicate how many dollars are being requested from each respective source (Smith-Lever funds are for extension, and P.L. 89-106 funds are for research). The summary should be a self-contained, specific description of the activity to be undertaken and should focus on: overall project goal(s) and supporting objectives; plans to accomplish project goal(s); and relevance of the project to the goals of the NC-RIPM program. (see Part I.B. 1-3).

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

PLEASE NOTE: The Project Narrative (background, objectives, and approach and methodology) shall not exceed 12 double spaced pages of written text and up to six additional pages for figures and tables. A maximum 18 pages has been established to ensure fair and equitable competition.

Page limits for this section: Subsections (i) through (iii), combined, 12 pages. Subsection (iv), 2 pages.

The Project Narrative must include all of the following:

(i) Background

Describe why current technologies and practices are inadequate and how the proposed approach will improve the pest management system. Identify the importance of the pest situations in economic, stakeholder, user or environmental terms. Summarize the body of knowledge or other past activities which substantiate the need for the proposed project. Describe ongoing or recently completed significant activities related to the proposed project including the work of key project personnel. Preliminary data/information pertinent to the proposed project should be included. For renewal applications (as defined in Part II., B.), a progress report must be included within the page limitation set for the Project Narrative portion of the application.

(ii) Objectives

Provide a clear, complete and logically arranged set of project objectives and specific planned accomplishments. The research and/or extension objectives of the project must each be clearly defined and measurable. A clear statement of the long-term goal(s) and supporting objectives of the proposed activities should be included.

(iii) Approach and Methodology

Identify the design, methods and analytical approach of the project including a timetable. For Joint Research-Extension applications, also describe how the project will be managed, particularly how coordination between the research and extension components of the project will be achieved. All proposals should discuss plans to involve the private sector in the project and promote commercialization, where appropriate.

The procedures or methodology to be applied to the proposed effort should be explicitly stated. This section should include but not necessarily be limited to:

- (1) A description of stakeholder involvement in problem identification, planning, implementation and evaluation;
- (2) A description of the proposed project activities in the sequence in which it is planned to carry them out;
- (3) Techniques to be employed, including their feasibility and rationale for their use in this project;

- (4) Kinds of results expected;
- (5) Means by which activities will be evaluated;
- (6) Means by which data will be analyzed or interpreted;
- (7) Details of plans to communicate results to stakeholders and the public;
- (8) Pitfalls that might be encountered; and
- (9) Limitations to proposed procedures.

(iv) Cooperation and Institutional Units Involved

When appropriate, projects should be coordinated with the efforts of other state and national programs. Identify the role and responsibility of each institutional unit and/or state in a multiple-state application and designate the lead state. Indicate the involvement of relevant disciplines, agencies, and organizations, including research, extension, consultants, private sector, and producers. Collaboration with private-sector groups and organizations is encouraged **(this section is not to exceed two pages)**.

c. Other Attachments. (Field 11. on the Form).

(i) Relevance Statement. A separate, **three-page statement** should describe the relevance of the project to the priorities discussed in Part I.B. Discuss the feasibility of improving IPM implementation and integrating tactics into a pest management system. Describe in absolute terms why this project is necessary. Provide evidence of stakeholder involvement in the application development. The procedures used to generate stakeholder involvement may be described in the relevance statement. **IMPORTANT: Arrange attachments so the Relevance Statement appears last of all the attachments and *please* name the file “RELEVANCE [PD’s last name].pdf”.**

(ii) Collaborative Arrangements. Formal consulting or collaborative arrangements with others should be fully explained and justified. If the consultant(s) or collaborator(s) are known at the time of application, vitae or resume should be provided. In addition, evidence (e.g., letter of support) should be provided that the collaborators involved have agreed to render these services. The applicant also will be required to provide additional information on consultants and collaborators in the budget portion of the application.

(iii) Appendices to Project Narrative. Appendices to the Project Narrative are allowed if they are directly germane to the proposed project. The addition of appendices should not be used to circumvent the text and/or figures and tables page limitations (up to six additional pages of figures and tables).

(iv) Project Timetable: The proposal should outline all important phases as a function of time, year by year, for the entire project, including periods beyond the grant funding period.

3. R&R Senior/Key Person Profile (Expanded)

Information related to the questions on this form is dealt with in detail in Part V, 4. of the CSREES Grants.gov Application Guide.

4. R&R Personal Data – As noted in Part V, 5., the submission of this information is voluntary and is not a precondition of award.

5. R&R Budget

Information related to the questions on this form is dealt with in detail in Part V, 6. of the CSREES Grants.gov Application Guide. Note: Joint Research-Extension projects must show the proposed breakdown of amounts requested from P.L. 89-106 funds (Research) and Smith-Lever funds (Extension) for each year of funding being requested. **Include cumulative project costs over all years, by cost category and funding source (Research and/or Extension) in the budget justification (Field K on the form).**

6. Supplemental Information Form

Information related to the questions on this form is dealt with in detail in Part VI, 1. of the CSREES Grants.gov Application Guide.

a. Program Code (Field 2. on the Form). Enter the program code name “**North Central RIPM**” and the program code “**QQ.NC**”.

b. Conflict of Interest List (Field 8. on the Form). A conflict of interest list is required under this program.

C. Submission Dates and Times

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 November 9, 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 424 R&R Application for Federal Assistance.

If the Authorized Representative (AR) has not received a confirmation message from CSREES within 30 days of submission of the application, please contact the Program Contact identified in Part VII of the applicable RFA and provide him with the Grants.gov tracking number assigned to the application. **Failure to do so, may result in the application not being considered for funding by the peer review panel.**

D. Funding Restrictions

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.

Pursuant to Section 1473 of the National Agricultural Research, Extension, and Teaching Policy Act of 1997 (91 Stat. 981), indirect costs and tuition remission are unallowable costs under Section 2(c)(1)(B) projects and Section 3(d) of the Smith-Lever Act, and no funds will be approved for this purpose. Costs that are a part of the institution's indirect cost pool may not be reclassified as direct costs for the purpose of making them allowable.

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."

See the end of this RFA for a checklist.

PART V—APPLICATION REVIEW REQUIREMENTS

A. General

Subsection (c)(5) of the Competitive, Special, and Facilities Research Grant Act (7 U.S.C. 450i(c)), as amended by Section 212 of the Agricultural Research, Extension, and Education Reform Act of 1998, (7 U.S.C. 450i(c)(5)) requires grantees to arrange for scientific peer review of their proposed research activities and merit review of their proposed extension and education activities in accordance with regulations promulgated by the Secretary prior to the Secretary making a grant award under this authority. **The application review process conducted by the NC-RIPM program fulfills the scientific peer review and merit review requirements.**

Each application will be screened by CSREES to ensure that it meets the administrative requirements as set forth in this RFA. Applications that meet these requirements will be evaluated at the regional level by a panel. Relevance and technical merit will be evaluated.

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); (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. A peer review panel will handle the application review process at the regional level. The panel will consist of experts from outside the North Central Region who will be selected to review, evaluate, score and rank the applications based on the following criteria:

1. Importance and relevance of the topic/program leading to the development of an implementable IPM program. For extension projects, materials fill an important outreach gap. Adequate evidence has been provided that stakeholders were solicited for input in the formulation of application objectives and relevance assessment (Weight: 20%);
2. Appropriateness of objectives and scientific and/or education merit (objectives state who will accomplish what and when, objectives are measurable) (Weight: 20%);
3. Design and methodology (design is appropriate, units are stated, methods referenced, appropriate analysis, evaluation and measurement component) (Weight: 25%);
4. Feasibility of attaining objectives during the project, appropriateness of budget, probability of success, and potential for increasing IPM implementation and practice (Weight: 20%);
5. Involvement of relevant disciplines, agencies, and organizations including research, extension, consultants, private sector, and producers, as appropriate (Weight: 10%); and
6. Level of education and experience of key personnel. (Weight: 5%).

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 preaward 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

In addition to the reporting requirements identified in CSREES “Terms and Conditions” (which is provided to successful applicants as part of the award package), successful applicants will be required to submit a yearly progress report and, upon completion of the project, a final technical report to the NC-IPM Center, as well.

Progress reports should be no longer than 1.5 pages (12-point type or larger, one-inch margins). In the report, the PD will be expected to demonstrate that progress has been made on the project; to highlight important findings and recommendations made as a result of the project progress to date; to fully describe changes in objectives, procedures, and the time table for completion of the project; etc. Failure to submit a progress report will result in a recommendation to CSREES to reduce or terminate funding. The Grants Manager will contact the PD at the time the report is due; initial contact will be approximately one year after the grant starting date.

Final reports will be due 90 days after the project termination date. Final reports must be comprehensive and should include more data, figures, etc., than normally would occur in a typical refereed publication or extension publication.

PDs are required to acknowledge CSREES and the Regional IPM Competitive Grants Program – North Central Region in all publications or other products that result from funds that are awarded. Reprints or copies of all publications are required.

Grantees are also required to submit initial project information and annual and summary reports to CSREES' Current Research Information System (CRIS). The CRIS database contains narrative project information, progress/impact statements, and final technical reports that are made available to the public. For applications recommended for funding, instructions on

preparation and submission of project documentation will be provided to the applicant by the agency contact. Documentation must be submitted to CRIS before CSREES funds will be released. Project reports will be requested by the CRIS office when required. For more information about CRIS, visit <http://cris.csrees.usda.gov>.

PART VII—PROGRAM CONTACT

Applicants and other interested parties are encouraged to contact:

Dr. Michael E. Gray
Grants Manager, NC-RIPM
Department of Crop Sciences
University of Illinois
S-320 Turner Hall
1102 S. Goodwin Avenue
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Fax: (217) 333-5245
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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 three years for Research projects; five years for Extension projects; and three years for Joint Research-Extension projects as indicated in the terms and conditions. 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. **Research and Joint Research-Extension projects (funded from P.L. 89-106) cannot be extended beyond the third year. Project periods should be sufficient to achieve objectives without exceeding three (3) years.**

PDs of three-year projects are advised to use available funds prior to the termination of the 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:

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.

Department or USDA means the United States Department of Agriculture.

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.

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. and management of the project.

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.

CHECKLIST

(Disclaimer: This checklist is for the purpose of assisting the applicant in the self-review process prior to submission. Applicant should use the RFA as the instrument of instruction and the Application Guide to complete the application process. This checklist is NOT an official portion of the RFA and should in no way be considered a replacement for the Application Guide or instructions contained within the RFA.)

Only electronic applications may be submitted to CSREES via Grants.gov in response to this RFA. All applications submitted under the Regional IPM Competitive Grants Program (RIPM) must contain the applicable elements outlined in these guidelines. The following checklist has been prepared to assist in ensuring that the application is complete prior to submission:

- ◆ Have all attachments been submitted in the portable document format (PDF)? CSREES will return proposals w/non-PDF attachments unread. See Part III of the CSREES Grants.gov Application Guide.
- ◆ Do all submitted PDF documents have one-inch margins and is the type no smaller than 12 point? Are all PDF documents numbered sequentially on each page of the attachment? Are all page limitations for a given attachment followed? Submitted proposals that do not meet these requirements for PDF attachments will be returned without review.
- ◆ Have all six components of the Application Package been completed? Did you use the “Check Package for Errors” feature of the PureEdge viewer (see section 1.8 of the CSREES Grants.gov Application Guide)?
 - R&R Cover Sheet
 - R&R Other Project Information
 - R&R Senior/Key Person Profile
 - R&R Personal Data
 - R&R Budget
 - Supplemental Information Form
- ◆ **R&R Cover Sheet**
 - Have all required fields been completed?
- ◆ **R&R Other Project Information**
 - Have the fields describing project potential or actual environmental impact been properly completed? Refer to CSREES Grants.gov Application Guide for instructions.
 - **Project Summary/Abstract**
 - Has the Project Summary PDF been attached to this form in Field 6? Specifically state “Research”, “Extension”, or “Joint Research-Extension” at the beginning of the summary.
 - Are the names and affiliated organizations of all Project Directors listed at the top of the page in addition to the title of the project?
 - Has a NC - RIPM goal been identified in the Project Summary?
 - Does the Project Summary include research, and/or extension objectives, as appropriate?
 - Note: a project summary/abstract summary template is available at the following CSREES website: <http://www.csrees.usda.gov/funding/electronic.html>, but will need to be converted to a PDF file before attaching to application.

- Project Narrative
Has the Project Narrative PDF been attached to this form in Field 7?
Is the project fully described?
If a renewal application, is a clearly marked progress report included?
Does this section adhere to the format and page limitations?
- Facilities & Other Resources
Has the Facilities & Other Resources PDF been attached to this form in Field 9?
Has a description of your facilities, sufficient to indicate that you will be able to carry out this project, been given?
- Equipment
Has the Equipment PDF been attached to this form in Field 10?
Is the description of your equipment sufficient to indicate that you will be able to carry out this project?
- Appendices to Project Description
Has the Appendices to Project Description PDF been attached to this form in Field 11?
Are the reprints/preprints limited to 2 (as described in the instructions)?
- Collaborative Arrangements
Has the Collaborative Arrangements PDF been attached to this form in Field 11?
- Relevance Statement
Has the Relevance PDF been attached to this form last in Field 11? Name the file “RELEVANCE [PD’s last name].pdf”.

◆ **R&R Senior/Key Person Profile**

- Biographical Sketch
Has the biographical sketch (vitae) PDF for the PD and each co-PD, senior associate, and other professional personnel been attached?
- Current and Pending Support
Has the current and pending support PDF for PD and co-PD(s) been attached?
Have all current and pending projects been listed and summarized, **including this proposal?**
Note: a current and pending support template is available at the following CSREES website: <http://www.csrees.usda.gov/funding/electronic.html>, but will need to be converted to a PDF file before attaching to application.

◆ **R&R Personal Data (Voluntary)**

- Have all fields been completed?

◆ **R&R Budget**

- Have all fields been completed for each PD and co-PD(s)?
- Are annual and summary budgets included?
- For multi-institutional applications, have you used the R&R Subaward Budget Attachment form?
- Budget Justification
Has the Budget Justification PDF been attached to this form in Field K?
Are budget items individually justified and in the same order as they appear on the budget forms?

For multi-institutional applications, has a budget justification been included for each institution involved?

◆ **Supplemental Information Form**

- Has Field 1 been pre-populated such that “Regional Integrated Pest Management Competitive Grants Program – North Central Region” appears under Funding Opportunity Name and “**USDA-CSREES-RIPM-001072**” for Funding Opportunity Number?
- Does Field 2 indicate the correct Program Code Name (North Central RIPM) and Program Code (QQ.NC) to which you are applying?
- Conflict of Interest List

Has the Conflict of Interest List for all individuals who have submitted a Biographical Sketch been attached to this form in one PDF file in Field 8? Note: a conflict of interest list template is available at the following CSREES website:

<http://www.csrees.usda.gov/funding/electronic.html>.