USDA NIFA AFRI

2021 Foundational and Applied Science Program

*USDA-NIFA-AFRI-007692*

Deadline dates vary, but all applications will be due at 2 PM PST on a given opportunity’s deadline date

Budget: Varies; usually $500,000 total (including indirect costs) depending on program

Project timelines: Varied

Cost-Share/Matching: Match is required for Applied Research/Integrated projects that are commodity-specific and not of national scope. NIFA will waive the matching funds requirement if:

a. The results of the project, while of particular benefit to a specific agricultural commodity, are likely to be applicable to agricultural commodities generally; or

b. The project involves a minor commodity, the project deals with scientifically important research, and the grant recipient is unable to satisfy the matching funds requirement.

Indirect Costs:

Limited to the lesser of 1) OSU’s negotiated rate 48.5% (Y1) or 2) 30% of total federal funds awarded (42.857% total direct costs). Please note that indirect costs charged by any subawards will need to be added to the amount of indirect charged by OSU. This total needs to be less than 30% of the total federal funds awarded.

In general:

* If budgeting for graduate student and/or equipment valued at

more than $5,000/unit = use 48.5% MTDC

* Otherwise = use 42.857% TDC

\*May vary, case by case basis.

\**Indirect costs not allowed for equipment or conference grants*.

Font: 12-point font, single spacing

Margins: 1-inch in all directions

**Size**: 8.5 x 11 only

**Required Documents**

|  |  |  |
| --- | --- | --- |
|  | Project Summary/Abstract (template available)   * Title as ‘Project Summary’ in header and save as ‘ProjectSummary’ * Should include relevance of project to goals of Program Area/Priority | |
|  | Project Narrative   * Title as ‘Project Narrative’ in header and save as ‘ProjectNarrative’ * Standard, New Investigator, CAP, Conference: **18 pages maximum** * Sabbatical, Equipment, Seed: **7 pages maximum** | |
|  | Bibliography & References Cited   * Title as ‘Bibliography & References Cited’ in header and save as ‘BibliographyReferencesCited’ * List either in alphabetical order or by number in the order of citation * No page limit | |
|  | Facilities & Other Resources (info provided)   * Title as ‘Facilities & Other Resources’ in header and save as ‘FacilitiesOtherResources’ | |
|  | Equipment (info provided)   * Title as ‘Equipment’ in header and save as ‘Equipment’ | |
|  | **Other Attachments** - | |
|  |  | Key Personnel Roles (2-page limit) |
|  |  | * 2 page maximum * *For Integrated Grant Applications –* state for key personnel an estimate of the percent of time devoted to research, education, and/or extension activities * Title as ‘Key Personnel’ in header and save as ‘KeyPersonnel’ |
|  |  | Logic Model– required for Integrated Projects; encouraged for others   * 2 page maximum * Title as ‘Logic Model’ in header and save as ‘LogicModel’ * Include the elements of a logic model detailing the activities, outputs, and outcomes of the proposed project. The logic model planning process is a tool that should be used to develop your project before writing your application. This information may be provided as a narrative or formatted into a logic model chart. For more information and resources, see Integrated Programs’ Logic Model Planning Process at NIFA website. |
|  |  | Management Plan – required for Integrated Projects; encouraged for others   * 3 page maximum * Title as ‘Management Plan’ in header and save as ‘ManagementPlan’ * The plan is to be clearly articulated and **include an organizational chart, administrative timeline, and a description of how the project will be governed**, as well as a strategy to enhance coordination, collaboration, communication, and data sharing and reporting among members of the project team and stakeholder groups. **The plan must also address how the project will be sustained beyond termination of an award.** The management plan **must also include an advisory group of principal stakeholders, partners, and professionals to assess and evaluate the quality, expected measurable outcomes, and potential impacts for the proposed research, education and/or extension.** Please include rationale for their role, and how they will function effectively to support the goals and objectives of the project. The plan must demonstrate how partners and stakeholders contribute to project assessment on an annual basis. |
|  |  | Data Management Plan – required for Research, Education, Extension, or Integrated projects   * 2 page maximum * Title as ‘Data Management Plan’ in header and save as ‘DataManagementPlan’ |
|  |  | Documentation of Collaboration   * No page limit * Title as ‘Documentation of Collaboration’ in header and save as ‘Collaboration’ * Letters of support by collaborators, consultants. Budgetary information must be detailed if individual/entity is included in budget. |
|  |  | Pre-prints   * Limit of 2 * Optional |
|  |  | Felony Convictions or Tax Delinquent Status Documentation (Liz/Cody provide) |
|  |  | AFRI Project Type form |
|  | Biographical Sketch (all Key Personnel)   * 2-page limit excluding publication listing; template provided * Provide ORCID of researcher if available * Provide DOI of all publications where possible | |
|  | Current and Pending Support   * For PD/Co-PD personnel only * Template provided * List project being proposed | |
|  | Conflict of Interest List (template provided) | |
|  | Detailed budget (grants.gov format in Cayuse 424 – Liz/Cody to assist)   * Include travel budget for annual PD meeting in Washington DC (beginning Y1) * Consultants on project must supply statement of work, biographical sketch, budget, and letter of commitment. Include cost breakdown for consultant, including number of days in service, travel, per diem, and rate of pay. * Subawards must provide statement of work, budget, budget justification, institutional letter of commitment signed by AOR as well as relevant key personnel documents. | |
|  | Budget Justification (template provided) | |
|  |  | **Include statement of matching not required if not commodity-specific & national in scope** |
|  |  | Include funds for annual trip to project director’s meeting – funds may be redirected if meeting not held for program. |
|  |  | Integrated Projects – no more than 2/3 of the budget focused on one component |

**AFRI Foundational Project Narrative Requirements**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Project Narrative | | | |
|  |  | Response to Previous Review (if applicable; 1 page; not counted in overall page limit; include previous proposal number in first line) | | |
|  |  | Progress Report (renewal applications only) | | |
|  |  | Global engagement (if applicable) | | |
|  |  | 1. Introduction | | |
|  |  |  | Clear statement of the long-term goal(s) and supporting objectives | |
|  |  |  | Substantiate need (summarize body of knowledge/past activities) | |
|  |  |  | Describe ongoing or recently completed relevant activities | |
|  |  |  | Include preliminary data | |
|  |  |  | In depth (when applicable): | |
|  |  |  |  | Magnitude of issue/relevance to stakeholders |
|  |  |  |  | Role of stakeholders in problem identification, planning, implementation, evaluation |
|  |  |  |  | Reasons for performing the work at the proposed institution |
|  |  | 1. Rationale and Significance | | |
|  |  |  | Concise rationale | |
|  |  |  | Relationship to Program Area Priorities\* | |
|  |  |  | Potential long-range improvement in and sustainability of U.S. agriculture and food systems | |
|  |  | 1. Approach | | |
|  |  |  | Objectives | |
|  |  |  | Methods | |
|  |  |  |  | Stakeholder involvement |
|  |  |  |  | Project activities, listed sequentially |
|  |  |  |  | Techniques (feasibility/rationale) |
|  |  |  |  | Expected results |
|  |  |  |  | Evaluation methods (extension/education activities, if applicable) |
|  |  |  |  | Data analysis/interpretation |
|  |  |  |  | Plan to communicate results (scientific peers, stakeholders, public) |
|  |  |  |  | Potential pitfalls |
|  |  |  |  | Limitations to proposed procedures |
|  |  |  | Timetable | |
|  |  |  | Integrated Project Requirements (see RFA) | |
|  |  |  | Program Area specific requirements (see RFA) | |
|  |  |  | Education, Extension, Conference, Sabbatical, Equipment, and Seed Grants have special required components (see RFA) | |

*\* Applications that do not address at least one Program Area Priority will not be reviewed.*