



United States
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Agriculture

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NIFA Federal Assistance Policy Guide (Session #19)

By
**Maria Koszalka and
Edward Nwamba**
May 5, 2015, 8:30 am



NATIONAL INSTITUTE OF FOOD AND AGRICULTURE



FOOD PRODUCTION
AND SUSTAINABILITY

YOUTH, FAMILY,
AND COMMUNITY

FOOD SAFETY
AND NUTRITION

INTERNATIONAL
PROGRAMS

BIOENERGY, CLIMATE,
AND ENVIRONMENT

Agenda

- Overview: Policy and Oversight Division
- NIFA Federal Assistance Policy Guide
 - NERAOC: April 2014
 - NERAOC: May 2015
 - October 2015 (expected)
- Overall Structure of the Policy Guide
- Suggestions?



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Policy and Oversight Division: Leadership

- Division of Policy and Oversight, Director:
Maria Koszalka
 - Policy Branch Chief: Lisa Scott-Morring
 - Oversight Branch Chief: Jack Goldberg (indirect costs)
 - Financial Program Advisor/OIG-GAO Audit Liaison, Mary Britt
 - Senior Policy Specialist, Melanie Krizmanich

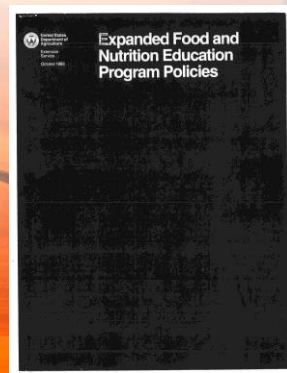
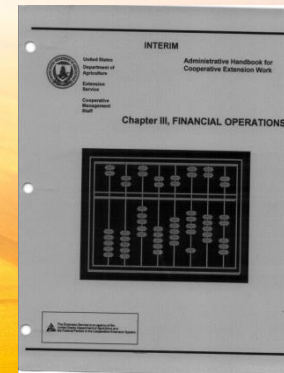
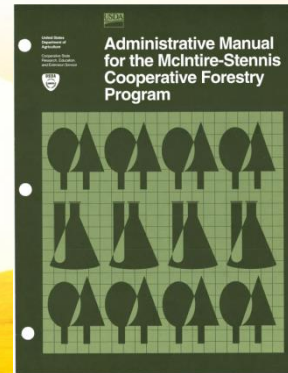
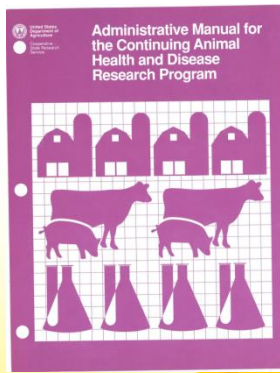
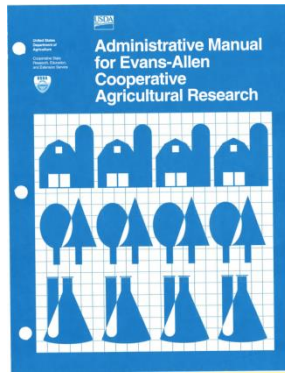
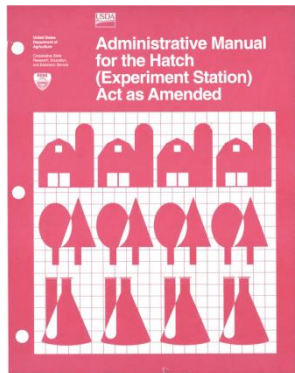


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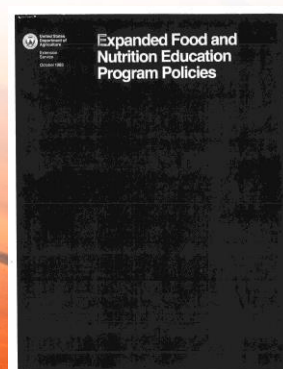
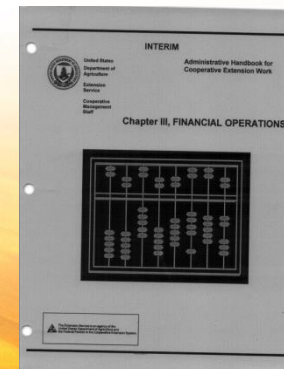
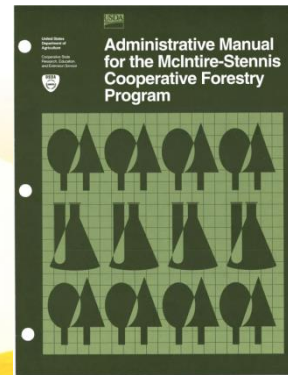
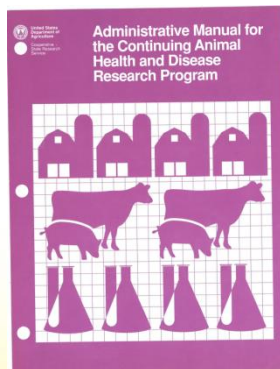
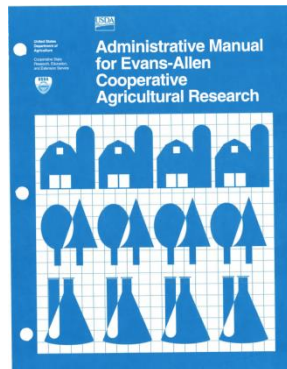
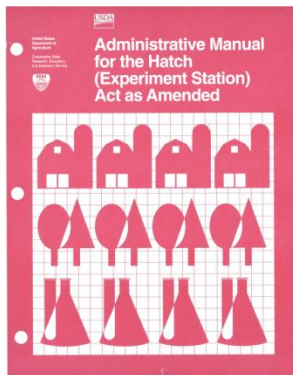
NIFA Financial Assistance Policy Guide

NIFA policies and procedures that apply to all NIFA awards, unless there are statutory, regulatory, or award-specific requirements to the contrary.



NIFA Federal Assistance Policy Guide (“NIFA Policy Guide”)

- Single, comprehensive guidance document for NIFA grantees and staff
- Provides guidance for **competitive** and **capacity (formula)** grants
- Based on laws, regulations, USDA guidance, NIFA guidance, NIFA policy, and Administrative Manuals applicable to NIFA grants, cooperative agreements, endowments, and other financial assistance
- Updates and replaces former Administrative Manuals (identified below)





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NIFA Policy Guide Development

Timeline: **NERAOC 2014**

Status: Addressing Stakeholder comments

| Date | Goal |
|--------------------------|--|
| April 15, 2014 | Comment deadline for Policy Guide stakeholder review and comment. |
| May, 2014 | Policy Guide published in Federal Register for 45 day public comment period |
| June – Sept, 2014 | Final USDA and NIFA revisions and review |
| Oct. 1, 2014 | Final NIFA Policy Guide published and effective |



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NIFA Policy Guide Development Timeline: **NERAOC 2015**

| Date | Goal |
|---------------------|---|
| Oct. 1, 2014 | NIFA Policy Guide published and effective |
| | http://nifa.usda.gov/resource/nifa-federal-assistance-policy-guide |



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NIFA POLICY GUIDE

(version October 2014)

Includes comprehensive guidance on:

- Acronyms
- Pre-Award Evaluation
- Award Notification and Management
- Closeout and Post Award Management
- Other NIFA Assistance Programs



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NIFA POLICY GUIDE

(version October 2014)

Excludes guidance on:

- Agricultural Act of 2014 (2014 “Farm Bill”)
- USDA’s implementation of the Office of Management and Budget “OMB Uniform Guidance: Cost Principles, Audit, and Administrative Requirements for Federal Awards”



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Policy Guide Challenges

(version October 2015, expected)

- Implementation efforts of 2 CFR Part 200 (Uniform Guidance)
- Agricultural Act of 2014, Farm Bill
- Other (e.g., Late Application)



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Overall Policy Guide Structure

I. Introduction

II. Pre-Award

III. Application Evaluation

IV. Award Issuance

V. Award Management

VI. Other NIFA Assistance Programs

VII. Closeout and Post-Award Management

Definitions



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II. Pre-Award

A. Types of NIFA Financial Assistance

B. Application Information

1. Catalog of Federal Domestic Assistance (CFDA)
2. Request for Applications (RFA)
3. Capacity Requests for Application (Capacity RFA)
4. Applicant Eligibility
5. Grants.gov
6. DUNS Number
7. System for Awards Management (SAM)

II. Pre-Award (cont'd)

C. Submitting an Application

1. Types of Applications
2. Application Documents
3. Non-Land Grant College of Agriculture Designation
4. Certification Regarding Lobbying
5. Capacity-Specific Required Documents
6. Submission
7. Late Applications

D. Public Access to Application Information



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V. Award Management

- A. Terms and Conditions
- B. Flow-Down Requirements From Subawards/Contracts Under Grants
- C. Reporting
- D. Research Results: Publications, Intellectual Prop Rights, & Sharing Research Resources
- E. Cost Principles
- F. Audit Requirements
- G. Fraud, Waste, and Abuse of NIFA Grant Funds
- H. Record Retention and Access
- I. Management Systems and Procedures
- J. Public Policy Requirements and Objectives
- K. Special Award Conditions and Enforcement Actions



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VII. Close and Post-Award Management

- A. Final Federal Financial Report
- B. Final Technical Report
- C. Final Invention Statement and Certification
- D. Submitting Closeout Documents
- E. Unobligated Balances and Actual Expenditures
- F. Expired Appropriations Accounts



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Suggestions Welcomed

- Flow of the document
 - Reorder overall structure or sections?
- Clarity
 - Establish section for comp and then refer to those sections applicable to capacity plus capacity specific items?
- Desired Content
 - Any information missing that you would like included
- Email: Policyguide@nifa.usda.gov



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Conclusion

- The NIFA Policy Guide is a “living document.”
- NIFA welcomes your input via email:
policyguide@nifa.usda.gov
- Please include “NIFA Policy Guide” in subject line.



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THANK YOU!

Questions?



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