

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

National Clean Plant Network (NCPN)

Funding Type: Cooperative Agreement or Interagency Agreement (for Federal Agency applicants)

Program Manager’s Contact Information:

Erich S. Rudyj
Coordinator – National Clean Plant Network
USDA, APHIS, PPQ, Science and Technology
The National Clean Plant Network
1730 Varsity Drive, Suite 400, Room 435, Raleigh, NC 27606

Phone: 919-855-7447
Fax: 919-855-7480
E-Mail: NCPN@aphis.usda.gov

Funding Opportunity Title: National Clean Plant Network (NCPN) Cooperative Agreements Program

Applications Due Date: Applications must be received by October 26, 2016

Catalog of Federal Domestic Assistance Number:
10.025, Plant and Animal Disease, Pest Control, and Animal Care

Eligible Applicants:
Land-Grant Universities
Non Land-Grant Colleges of Agriculture
State Agricultural Experiment Stations
State or Local Governments
Federal Agencies

Cost Sharing: Applicants are encouraged to indicate a cost share, match, or an enumeration of other funds available for program operations in addition to support requested from the Network.

Funding Opportunity Description: This program makes funding available for the National Clean Plant Network (NCPN or ‘the Network’) for Fiscal Year 2017 as provided under the Agricultural Act of 2014, commonly referred to as the Farm Bill of 2014, specifically Section 10007.

The National Clean Plant Network provides asexually propagated plant material free of targeted plant pathogens and pests to protect the environment and ensure the global competitiveness of U.S. specialty crop producers.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Program priorities include: 1) establishing and supporting governance and related administrative activities; 2) promoting the introduction, diagnosis, treatment, establishment (in foundation blocks) and release of clean plant materials, both from foreign and domestic sources, for commercial development; 3) conducting methods development to accurately advance and test therapies, as well as establish guidelines and standards for certification maintenance; 4) developing partnerships with extension and outreach services (e.g. university and state departments of agriculture) to interact with commercial nurseries, industry associations and producers; and 5) developing and implementing best practices and quality control protocols.

Funding will be provided to Land-Grant Universities, Non Land-Grant Colleges of Agriculture, State Agricultural Experiment Stations, State Governments, and Federal Agencies to support Network priorities noted above. Funding priority will be given to applications that focus on specialty crops (for the definition, see Section 3 of the Specialty Crops Competitiveness Act of 2004; 7 U.S.C. 1621 note; Public Law 108-465) with clear work plans for developing and maintaining a comprehensive, cohesive and efficient network.

Alignment of the Program within the Farm Bill: This program aligns with the activities conducted under the Farm Bill, Section 10007 (Plant Pest and Disease Management and Disaster Prevention Program) and is part of the USDA Implementation Plan for that section of the Farm Bill.

Date to Post this Synopsis on the Grants.gov website: August 17, 2016



Full Announcement

Request for Applications National Clean Plant Network

**United States Department of Agriculture (USDA)
Animal and Plant Health Inspection Service (APHIS)
Plant Protection and Quarantine (PPQ)**

Funding Opportunity Title: National Clean Plant Network (NCPN) Cooperative Agreements Program

Announcement Type: Initial Announcement

Funding Opportunity Number: USDA-GRANTS081716-001

Catalog of Federal Domestic Assistance Number: 10.025, Plant and Animal Disease, Pest Control, and Animal Care

Key Dates: Applications must be received by October 26, 2016
Cooperative Agreements are anticipated to begin about July 1, 2017

Funding Opportunity Description: This program implements funding for Fiscal Year 2017 as provided under the Agriculture Act of 2014.

The National Clean Plant Network (NCPN) provides asexually propagated plant material free of targeted plant pathogens and pests to protect the environment and ensure the global competitiveness of US specialty crop producers.

Program priorities include: 1) establishing and supporting Network governance and related administrative activities; 2) promoting the introduction, diagnosis, treatment, establishment (in foundation blocks) and release of clean plant materials, both from foreign and domestic sources, for commercial development; 3) conducting methods development to accurately advance and test therapies, as well as establish guidelines and standards for certification maintenance; 4) developing partnerships with extension and outreach services (e.g. university and state departments of agriculture) to interact with commercial nurseries, industry associations and producers; and 5) developing and implementing best practices and quality control protocols.

Total Amount to be Awarded: Anticipated at about \$5,000,000 under Section 10007 of the Agriculture Act of 2014; commonly called the Farm Bill 2014.

Eligibility: Land-Grant Universities, Non-Land-Grant Colleges of Agriculture, State Agricultural Experiment Stations, State Governments, and Federal Agencies. Funding priority will be given to applications that focus on specialty crops, with clear work plans for developing and maintaining a comprehensive, cohesive and efficient network.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Cost Sharing: Cost sharing is not required, but preferred. Cooperator self-sufficiency is an important aspect of a healthy network and program cost-sharing, matching or an indication of other resources being directly applied to clean plant program operations are all good measures of such self-sufficiency. When possible, funding recipients should demonstrate stakeholder or other contributions to clean plant efforts to include: 1) cost sharing or matching; 2) contributions such as revenue from the sales of plant materials and services, collection of fees or royalties, grants or gifts to the applicant which support the Network’s mission; or 3) quantifiable commitment of faculty or staff time, and quantifiable development of facilities and land for use in clean plant activities.

Application and Submission: Applicants can apply through the Grants.gov website. Federal agencies applying for Network support should submit only the work plan and budget plan to the address listed below (see Part VIII. Agency Contacts).



Fiscal Year 2017 - Request for Applications – National Clean Plant Network

IMPORTANT - Special notes and changes for Fiscal Year 2017

Open and Closing Dates and the Pre-Proposal Review Process:

- The Program will accept applications for 10 weeks; from August 17, 2016 – October 26, 2016 (*see Part V, Section D.*).

E-mail Communication:

- Direct all e-mail communication to: NCPN@aphis.usda.gov

Program Priorities and Considerations:

- Captured here are some key principles that underline the Network's Cooperative Agreements program, including items or concepts given priority or prime consideration for NCPN program funding support. (*see Part I, D.*)

Program Activities for Which Network Funding is Not Allowed:

- Clarifies items that generally are not funded as part of a Network application for support. (*Part I; G.*)

Pre-Proposal Review Process:

- The 10 week RFA open period for FY 2017 funding is partly to allow for sufficient time for applicants to engage effectively with stakeholders as part of the Network suggested pre-proposal review process (*see Part IV, D.*).

Business Plans or comparable Annual Entity Reports:

- Applicants seeking Network support that also have established business plans or issue annual entity reports for their operating units are requested to attach such documentation to their applications as an appendix. If such plans do not exist, applicants are encouraged to consider developing them. (*see Part I, Section B.*)

Performance Indicators and Progress Reports:

- The Network is outcome-oriented and all applicants requesting support must develop and report on performance benchmarks, timelines, and indicate associated deliverables and the impact of those products on industry. (*see Part V; Section B. Item VII*)

Program Self-Sufficiency and Long-Term Sustainability:

- The Network encourages applicants to seek and secure program funding and income generating opportunities in addition to those funds requested from NCPN in order to more firmly plan for program self-sufficiency and long-term sustainability. Evidence of this effort is suggested in an application for Network support. (*see Part I; Section F. 10.*)

Work Plan or Project Proposal:

- Content, Template - For FY 2017, the Work Plan format was adjusted to better obtain the information for funding decisions. Please read the instructions in Part V. below and complete the Work Plan in as succinct a manner as possible.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

- Multi-Crop Applications - For FY 2017, applicants applying for support for more than one crop should request such support under a single work plan. Please provide sufficient information on each individual crop. In situations where a single budget item covers more than one crop, please prorate the request across all covered crops as appropriate.
- Page Limitations - For FY 2017, the 15 page proposal limitation is anticipated to cover applications for support for a single crop. The proposal page limitation may be increased by up to 5 pages for each additional crop. However, no proposal may be greater than 30 pages, regardless of the number of covered crops.

Funding Ranges for Each Commodity:

- Applicants should not request more funds than will be allocated to your applicable specialty crop group. As members of a specialty crop group, you should confer with your colleagues to ensure that the total request by all applicants falls within the suggested funding range recommended for each specialty crop group. If the individual application or crop benchmark amount is exceeded, the applicant or respective crop Network Governing Body is requested to provide for a justification explaining the reason for the deviation. (*see Part I, Section C*).

Next Generation Sequencing (NGS) Technology:

- The Network's Governing Board supports the use of established NGS technologies for diagnostics for the purpose of therapeutics or to determine the pathogen status of plants intended as nuclear stock. This support currently extends to conducting methods development studies that compare the efficacy of NGS against other diagnostic technologies **but only to the extent that such studies are conducted for diagnostics on known pathogens of concern to industry**. Network resources may not be used for comparison studies intending to pursue novel or unknown pathogens.

Indirect Costs ascribed to Agreements:

- The 2014 Farm Bill restricts indirect costs charged against a cooperative agreement under Section 10007 (including NCPN) to the lesser of 15% of the total Federal funds provided under the cooperative agreement or the indirect cost rate applicable to the recipient as established by law (Negotiated Indirect Cost Rate or NICRA).

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Table of Contents

	<u>Page</u>
Part I. Funding Opportunity Description	
A. NCPN Background, Mission, and Vision	9
B. USDA Approach to the National Clean Plant Network	9
C. Funding History – A General Guidance	11
D. Alignment with USDA and NCPN Strategic Goals and Mission Areas	12
E. Program Criteria	13
F. Program Priorities	14
G. Program Activities for which NCPN Funding is Not Allowed	16
H. Program Merits	17
Part II. Award Information	
A. Total Available Funds	17
B. Funding Uncertainties	17
C. Competitive Process	18
D. Anticipated Award Funding Amounts	18
E. Anticipated Award Start Date	18
F. Period of Performance	18
G. Type of Assistance Instrument	18
H. USDA/APHIS Role.....	18
Part III. Eligibility Information	
A. Eligible Applicants	18
B. Cost Sharing, Matching, or Enumeration of Contributions.....	18
Part IV. Proposal and Work Plan Submission Process	
A. NCPN Specialty Crop Governing Body Coordination Requirement	19
B. Electronic and Paper Application Submissions	19
C. Proof of Application Coordination	19
D. Pre-Proposal Review and Prioritization – A Suggested Model.....	20
Part V. Application and Submission Information	
A. Address to Request Application Package	21
B. Content and Form of Application Submission – Proposals / Work Plans	22
C. Application Forms	29
D. Submission Dates and Times; Including Other Relevant Dates	29
E. Intergovernmental Review	29
F. Funding Restrictions	30
G. Other Submission Requirements	30
Part VI. Application Review Information	
A. Criteria	31
B. Review and Selection Process.....	35

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Part VII. Award Administration Information

- A. Award Notice 35
- B. Administrative and National Policy Requirements 36
- C. Reporting 36

Part VIII. Agency Contacts 37

Part IX. Other Information 38

Part I. Funding Opportunity Description

A. NCPN Background, Mission, and Vision

Background

In May 2008, H.R. 6124 Food, Conservation, and Energy Act of 2008, otherwise known as the Farm Bill of 2008, became law. The National Clean Plant Network (NCPN) was included in The Food, Conservation and Energy Act of 2008 (Farm Bill) Title X, Sec 10202. Beginning in Fiscal Year (FY) 2009, it authorized funding of \$20 million over 4 years (FY 2009-2012) to establish the Network for specialty crops to provide reliable sources of propagative material that are free of propagative-borne pathogens. This provision would establish a network of clean plant centers in the United States that would conduct diagnostic and pathogen elimination services and to establish foundation blocks (nuclear stock) to provide pathogen-tested plant materials to nurseries, growers and to state certification programs.

In February 2014, the Agriculture Act (commonly called the Farm Bill of 2014) H.R. 2642 became law. This statute, specifically Title X, Section 10007 paragraph (e) renews support of the NCPN as initially constituted under the Farm Bill 2008 and authorizes funding in the amount of not less than \$5,000,000 annually provided through USDA for support of the activities of NCPN.

Mission

NCPN provides high quality, asexually propagated plant material free of targeted plant pathogens and pests that cause economic loss to protect the environment and ensure the global competitiveness of specialty crop producers.

B. USDA Approach to the National Clean Plant Network (NCPN)

USDA's goal is to create an effective, uniform, consistent, efficient, and highly self-sufficient network of clean plant centers serving the needs of specialty crop industry. We believe this goal can be achieved by adhering to these key principles.

- **Coordination:** Projects generally given priority by the Network are coordinated and harmonized by stakeholder-organized specialty crop governing bodies composed of clean plant centers, universities, industry representatives, government officials, and others. These bodies meet regularly including meetings with the Network's National Governing Board, have elected members, and operate under a charter. These bodies help the Network establish priorities and harmonize proposals.
- **Pre-Proposal Review Process:** Considerable weight is accorded applications submitted through specialty crop clean plant network governing bodies that engage in an industry-driven pre-proposal review process for proposal relevance, harmonization, and prioritization of requested needs. To support this process, applicants are encouraged to

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

include information in the form of an addendum indicating how their program fits and adds value to a respective specialty crop network including the other associated centers.

- **Business Plans or Annual Entity Reports:** Applicants seeking Network support that also have established business plans, including multi-year program plans, or issue annual entity reports for their operating units are requested to attach such documentation to their applications as an appendix. The Network hopes to use this information to better understand the operating environment of each entity seeking Network support. High consideration is given to such attachments.
- **Long-Term Needs:** Priority is given to applicants seeking support for long-term clean plant center, program, and institutional capacity building.
- **Short Term Needs:** If funding is being sought for routine operational activities, applicants are given priority that provide for clear explanations why support for routine needs is being sought, how long and to what extent support for such needs is anticipated to continue, and any plans for seeking greater self-sufficiency in this arena.
- **Industry Focus:** Priority is given to clean plant centers that become part of the Network and conduct diagnostics and therapy on select specialty crops plant material requested by industry. Additionally, support is provided for the establishment and maintenance of this material in foundation/nuclear blocks.
- **Methods Development:** The Network encourages the development of methods and technologies needed to support clean plant activities for diagnostics and therapy including equipment needed to support these activities as appropriate; including activities that apply established methods regarding advanced technologies for plant pathogen diagnostics and associated therapeutics
- **Performance Indicators and Progress Reports:** The Network is outcome-oriented and all applicants requesting support must develop and report on performance benchmarks, timelines, and indicate associated deliverables and the impact of those products on industry.
- **Economic Studies:** The Network sees the long-term value in supporting economic studies that strive to help stakeholders better understand the impact of clean plants on NCPN-supported specialty crop industries.
- **Diversified Streams of Funding:** The Network encourages applicants for funding to seek and secure program funding and income generating opportunities in addition to those funds requested from NCPN. In further recognition of the importance of this priority, applicants for NCPN support are encouraged to provide information regarding the following:
 - **Business Plans or Annual Entity Report:** Submission, as an addendum to their application, any Business Plan, including multi-year program plans, or Annual Entity Reports as may exist that is current and specific to their operating unit.
- **Education/Outreach:** The Network recognizes the importance of well-coordinated and targeted extension, outreach and education materials and activities needed to link the NCPN program concept, the clean plant centers, and their products with the ultimate

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

recipients, especially, commercial nurseries and growers. The primary objective is to ensure that the industries are aware of the importance of promoting and using clean plant material, and of the purpose, products and services of the Network including its constituent cooperating centers. Consideration is given to support the development of education/outreach concepts and products being coordinated, proposed, and advanced under the banner of the Network's Education/Outreach Working Group.

USDA plans to continue with implementation of the Network's Cooperative Agreements Program in FY 2017. Because funding is limited, first priority shall be given to the support of existing facilities with an established history of clean plant performance capable of conducting diagnostics, therapeutics and establishing foundation blocks with the intent of making clean plant material available to industry for immediate increase for crop production. Priority shall also be given to specialty crops that organize under the banner of the Network into appropriate governing bodies to network, coordinate, prioritize and harmonize their respective projects and associated needs and deliverables.

Because each project is intended to have significant input and involvement of Federal, State and other stakeholders, the instrument used for this program shall be the Cooperative Agreement.

Funds allocated through the Agriculture Act of 2014 will be used to fund the projects in FY 2017. The funds are annual in nature, and they shall generally be available for only one year's needs subject to the decision of the Network's Governing Board. It is recognized that current funds may not be sufficient to fully support each project. Consequently, cost sharing is encouraged. Additionally, the Network may recommend program and funding modifications as appropriate, and may choose to offer funding for programs at less than the requested amount.

C. Funding History – A General Guidance:

Below is an overview of funding ranges provided to each specialty crop currently in the Network during 2009-2012 and 2014-2016. Use this information as general guidance based on historical funding levels because the Network's Governing Board will use other factors to determine final allocations each year. This information data may help NCPN Governing Bodies for each specialty crop group as well as Applicants seeking NCPN support when developing long-term program plans and immediate applications for support.

Specifically, the funding ranges noted below are provided as a percentage of the amount of total funding available to the Network under its Cooperative Agreements program. The Network managers are aware of the pitfalls associated with providing such benchmarks, but are also aware of its usefulness when addressing program planning, needs prioritization, and balancing requests based on funding availability.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

- Fruit Trees – 20%-25%
- Grapes – 20%-25%
- Hops – 3%-5%
- Berries – 10%-15%
- Citrus – 20%-25%
- Sweetpotato – 8%-10%
- Roses – 5%-7%
- Education/Outreach/Economics - 2%-5%

Please note that final funding amounts allocated to each specialty crop and to individual applicants will be influenced by the quality of the applications received during FY 2017. In no case is the Network implying an availability of funding in excess of that actually available to the program regardless of the historical percentage guidance provided above.

Additionally, the possible funding amounts for any single application generally falls between \$10,000 - \$1,250,000

Applicants seeking Network support are requested to ensure that their applications for support not exceed the maximum stated amount of the anticipated range and that they, as members of a specialty crop group, work within their Network Governing Body to collectively ensure that they do not exceed suggested funding benchmarks. If the maximum range or benchmark is exceeded, applicants and their respective Network Governing Bodies are asked to provide for justification specific to their need to request support in excess of the anticipated range or benchmark.

D. Alignment with USDA and NCPN Strategic Goals and Objectives:

Applicants should indicate which of the USDA, and NCPN goals and objectives are being addressed by activities proposed in their application. All applicants must indicate that at least one (1) NCPN goal is being satisfied but need not provide specific statements regarding how they are meeting any indicated USDA and NCPN Goal or Mission Area.

USDA, APHIS, Plant Protection and Quarantine (PPQ) Strategic Goal: *Source – USDA/APHISPPQ Strategic Plan FY for FY 2015-2019)*

PPQ Program Goal #1 – Prevent the entry and spread of agricultural pests and diseases; specifically to “Strengthen PPQ’s pest exclusion system”.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Alignment with NCPN Program Goals

The FY 2017 Network Cooperative Agreements program will focus on five elements below. Applications must clearly indicate which focus areas are being serviced and how they are being accomplished.

1. Governance and Structure – Support the work of Network program governance and administration.
2. Service Activities – Establish, maintain, and enhance a network of facilities for testing and providing therapy for nuclear stock of Network supported crops, including support for associated clean plant foundations
3. Methods Development – Operationalize diagnostic and therapeutic methodologies needed for the work of clean plant centers and programs.
4. Extension, Outreach, and Education – Develop Network and associated clean plant education, outreach, extension, and economics materials.
5. Quality Assurance and Quality Control – Develop clean plant program plans, standards, performance benchmarks, quality assurance/control initiatives, and advance programs through reviews and consultations.

E. Program Criteria

In order to submit an application to the Network’s Cooperative Agreements Program, an applicant must, at a minimum, meet the following criteria.

1. Specialty Crops:

- Program Focus – Any commodity proposed as a target for Network program funding must qualify as a ‘specialty crop’ as defined by the USDA (for the definition, see Section 3 of the Specialty Crops Competitiveness Act of 2004; 7 U.S.C. 1621 note; Public Law 108-465)

2. Program Pest Management Focus:

- Program Operations - Network funding is targeted to programs that diagnose and treat against vegetatively-propagated, graft-transmissible plant pathogens, and establish ‘clean plant’ foundation/nuclear plantings, including those maintained by governments, land grant universities, or non-land-grant colleges of agriculture.
- Program Governance, Research, Education, and Economics - Activities may also include forming and managing clean plant governing bodies, conducting clean plant research and methods development, developing clean plant extension,

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

outreach and education materials and associated programs, and pursuing economic studies of the Network and its impacts on industry.

3. Eligible Applicants:

- Eligibility Requirement – Eligible applicants must be state government agencies, land grant universities, State Agricultural Experiment Stations, non-land grant colleges of agriculture, or Federal Government agencies.

4. Regulatory Requirements:

- Permits and Inspections – Eligible applicants intending to handle potentially infected plant materials shall possess the necessary Federal authorizations and inspections needed to safely possess, handle, maintain, and dispose of materials appropriately.

5. Meeting Program Goals:

- Network Goals – Application proposals must clearly meet one or more of the stipulated USDA goals and Network program goals as defined in this Request for Applications.

F. Program Priorities

In addition to the Program Criteria stated above, following are priorities that the Network will consider in reviewing applications for funding and in implementing its Cooperative Agreements program.

1. Quarantine Crops:

- Prohibited Articles – Priority is given to applications supporting work on specialty crops that would be restricted in importation unless initially processed through a clean plant center capable of handling potentially infected plant materials. This priority focus does not preclude similar plant varieties from being submitted from domestic sources such as germplasm or other collections.

2. Specialty Crops in State Certification Programs:

- Nursery Clean Plant Support – Priority is given to the diagnostics and therapy for specialty crops where there is expressed interest from state governments to support state certification programs for nurseries or a reasonable possibility in the building of national certification standards.

3. Propagatively Transmitted Pathogens:

- Vegetative Propagation - Network program funding primarily targets propagatively-transmitted plant pathogens (graft-transmissible plant pathogens) found in specialty crops that are vegetatively propagated.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

4. Existing Facilities:

- Governmental and University – Priority is given to existing governmental or university facilities experienced in appropriate facets of specialty crop pathogen clean plant activities with a demonstrated capacity to develop, manage, and distribute specialty crop clean plant material.

5. Established or Forming Clean Plant Network Tier 2 Governing Bodies:

- Applicant Proposal Support from Established Network Clean Plant Governing Bodies – Priority is given to applications that are coordinated through Network sponsored, specialty crop-specific clean plant network governing bodies. This includes a process of having the application pre-reviewed by the appropriate governing body for networking, prioritization, harmonization, and coordination with other proposals submitted covering the same Network specialty crop grouping.
- Pre-Proposal Review Process – Pre-proposals that are reviewed by designated governing body working groups that specifically target proposal harmonization and prioritization shall be given high priority. Such working groups are recommended be at least 50% composed of affected industry members.
- Evidence of Coordination - Evidence of such coordination is required at least in the form of a letter of support from the appropriate Network Governing Body specific to the applicant's specialty crop focus area.
- Governing Bodies in Formation - In cases where a specialty crop does not yet have a Network recognized governing body, but where one is being formed, evidence of Network formation activities may be submitted.

6. Multiple Cooperators:

- Cooperator Networking – Priority is given to applications that show clear program and funding coordination among two or more entities, networking, and involvement of other cooperators, including industry partners, universities, and governmental cooperators.

7. Meeting Industry Goals:

- Clean Plant Industry Goals – Priority is given to applications that meet one or more industry group-established priorities covering clean plant programs as expressed by industry members participating in Network specialty crop governing bodies. Details are available by contacting the leadership of respective specialty crop governing bodies. Evidence of meeting industry goals is suggested in the form of specialty crop governing bodies establishing and utilizing a pre-proposal review group that is driven by industry representation of about 50% membership.

8. Education/Extension/Outreach:

- Education Products and Materials – Applications are welcomed to develop concepts and products for Network extension, education and outreach with stakeholders, especially nurseries and growers. Stakeholder education should focus on informing stakeholders in the value of using clean plants and on

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

orienting around Network program products and should show coordination of product or process with the Network's Education/Outreach Working Group.

9. Economic Studies:

- Cost/Benefit Analyses and Other Related Work – Priority may be given to applications requesting support to look at the economic impacts, costs, and benefits of developing and using clean plant material, especially with regard to such impacts on industry.

10. Program Self-Sufficiency:

- Resource Independence – Priority may be given to applicants that indicate or otherwise show that, over time, they are working towards becoming increasingly self-sufficient and being able to operate their clean plant program with decreasing, or minimal, or only periodic continued Federal financial support.

11. Benefits to Small Producers and Distributors

- Small to Mid-Sized, Local Agricultural Industries – Priority may be given to applicants that demonstrate how their proposal and associated products and deliverable make a positive impact on small to mid-sized, local agricultural industries.

12. Next Generation Sequencing (NGS) Technology

- The use of established NGS technologies for diagnostics for the purpose of therapeutics or to determine the pathogen status of plants intended as nuclear stock is allowed as a supported Network cost. This includes conducting methods development studies that compare the efficacy of NGS against other diagnostic technologies but only to the extent that such studies are conducted for known pathogens of concern to industry. Network resources may not be used for comparison studies intending to pursue novel or unknown pathogens.

G. Program Activities for which Network Funding is Not Allowed

- **Construction**; though the Network will consider minor, appropriate retrofitting of existing facilities to meet quarantine compliance regulations or otherwise support of the program mission.
- The Development and Support of State **Nursery Certification Programs**.
- **DNA Fingerprinting**; the Network recognizes the importance of maintaining and verifying clonal plant identity; however, DNA fingerprinting efforts will not be supported through this RFA).
- **Basic Research**; though funding may be used for methods development when the outcome impacts immediate delivery of clean plants to users.
- Funding requests that are intended to replace existing funding with public funds resulting in the redirection of those funds from the applicant for the furtherance of activities supporting diagnostics, therapeutics, or the establishment of foundation plantings.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

- **G-2 Foundation** support; the Network may, however, consider supporting foundations where plant material is cleaned at one location, but material is maintained locally elsewhere in G-1 ‘like’ conditions for specialized service to local industry. This exception does not include blocks intended for general increase.
- **NGS Comparison Studies for the express pursuit of unknown or novel pathogens**; Network resources may not be used for comparison studies on novel or unknown pathogens, or for diagnostics to search for ‘unknowns’. Such use of NGS is outside of the scope of this program.
- **Surveys**; Network resources may not be used for pathogen surveys in plant collections, nurseries, or other holdings, except in support of diagnostics conducted on plant material intended for submission to the Network for potential therapeutics and in clean plant foundations to help ensure for knowledge on the foundations pathogen status.

H. Program Merits

The application should offer merit relative to the implementation of the Network in several ways, including, but not limited to the points explained below.

- Determine and demonstrate practical relevance of the project to actual deliverables needed by nurseries and growers, especially regarding their need for rapid access to safe, clean plant material.
- Show adherence to the goals and priorities established by the Network and its stakeholders at the time of the Application.
- Have been pre-reviewed and considered by the appropriate specialty crop clean plant network governing body for network relevance, coordination, prioritization, and harmonization. The Application should also indicate how the project is harmonized with others in the respective network and its relevance to advancing the interests of the network specifically and the Network in general.
- If a Network-focused specialty crop governing body is not yet formed, indicate what measures the Applicant plans to take, or the measures already being undertaken by others to help form such a body, including potential cooperators.
- Identify the issues or obstacles that are going to be addressed or evaluated in the project and a plan to offer solutions.



Part II. Award Information

A. Total Available Funds: Anticipated at about \$5,000,000. The actual amount to be made available is dependent on the actual amount of funding made available through USDA for the purposes of the Network including its Cooperative Agreements program.

B. Funding Uncertainties: NCPN Federal FY 2017 funding is from an annual funding source. Currently, the Network’s Cooperative Agreement program funding is only available in FY 2017. Additionally, if during FY 2017 it is determined that the Network’s funding is not available for obligation by USDA for the fiscal year, USDA is under no obligation to fund any proposals submitted under this Request for Applications.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

C. Competitive Process: The Network's Cooperative Agreement Program conducted under this Request for Applications is a competitive process and the funding of any submitted proposals is at the discretion of USDA in consultation with the Network's proposal review panel.

D. Anticipated Award Funding Amounts: Approximately \$10,000 - \$1,250,000

E. Anticipated Award Start Date: July 1, 2017

F. Period of Performance: Funding is awarded for a single year on average with the option to extend longer if USDA determines the request to be acceptable.

G. Type of Assistance Instrument: Cooperative Agreement

H. USDA/APHIS Role: USDA/APHIS/PPQ will administer the Cooperative Agreements on behalf of the Network's Federal Partners. The Network's Federal Partners include USDA's Agricultural Research Service (ARS), the National Institute for Food and Agriculture (NIFA), and the Animal and Plant Health Inspection Service (APHIS). They will provide advice to the project coordinators, track funding, receive and review progress reports, offer comments and suggestions, track project performance, and meet with cooperators as often as necessary to ensure progress in accomplishing the goals of the project, identifying obstacles, and resolving concerns.



Part III. Eligibility Information

A. Eligible Applicants: Land Grant Universities, Non Land-Grant Colleges of Agriculture, State Agricultural Experiment Stations, State Governments and Federal Government Agencies with preference given to institutions or agencies with existing and established facilities and capability to conduct plant pathogen molecular diagnostics, apply therapies, and establish and maintain foundation/nuclear blocks of clean plant material.

Priority shall be given to applicants that work through established Network governing bodies to prioritize components of their proposals and harmonize their applications with others in their respective networks. Applications must be submitted by authorized representatives of the institution or agency applying for assistance and the applications must be in the format described in Part V.B.

Authorized representatives from institutions or agencies whose projects are considered for funding will be required to complete or adjust the application for Federal Assistance, including all associated forms required by USDA, and, if funded, sign a Cooperative Agreement.

B. Cost Sharing, Matching, or Enumeration of Contributions: It is preferred that projects have contributing funds, cost-shared by the applicant or in-kind contributions, including third-

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

party in-kind contributions, or an enumeration of other funds available for program operations in addition to Network requested support. If funding needs are anticipated to continue for several years, provision of information as part of their application regarding the applicant's long-term funding needs, categories of anticipated funding needs, and information on any plans for attaining greater self-sufficiency is also required.



Part IV. Proposal and Work Plan Submission Process

A. Network Specialty Crop Governing Body Coordination Requirement: All applicants for funding under the Network's Cooperative Agreements program must show evidence that their applications (including project proposals and work plans) have been submitted to an appropriate Network governing body for networking, prioritization, harmonization, and coordination with other proposals submitted covering the same crop. Evidence of such coordination is required at least in the form of a letter of support from the appropriate Network Governing Body specific to the applicant's specialty crop focus area. In cases where an applicant is requesting Network support for work on specialty crops covered by more than one Network governing body evidence of coordination and support from all relevant specialty crop clean plant networks must be provided with the application.

B. Electronic and Paper Application Submissions: All applicants must individually submit their respective applications through [Grants.gov](https://www.grants.gov), or to the [Network Administrative Contact](#) (see [Part VIII. Agency Contacts](#)) or via email to ncpn@aphis.usda.gov. An exception is where one or more institutions choose to apply for consideration as a sub-grantee to a principal applicant. In such a case however, work plans and budget submissions traceable down to individual institutions are encouraged.

All applicants, or sub-grantees if several entities submit work plans under a single application coordinated by a lead applicant, must still complete individual work plans including content similar (or essentially equivalent) to the format provided in this Request for Applications.

In cases where an applicant chooses only to submit an application via [Grants.gov](https://www.grants.gov), they must still ensure that any consultation and coordination with a Network governing body has captured their discussions in a letter submitted by the Network governing body as an attachment to the [Grants.gov](https://www.grants.gov) application package or to the address at the end of this announcement, documenting the consultative process and its results.

C. Proof of Application Coordination: At their discretion, Network governing bodies (Tier 2) may choose to submit all cooperator applications under their review as a single package to the Agency Contacts listed below (Part VIII). The specialty crop governing bodies may also request that individual applicants directly submit their applications electronically through www.grants.gov or to the Agency Contacts listed below (Part VIII).

In situations where the Network governing body chooses to forward all applications submitted to it for networking, prioritization, harmonization, and coordination, the governing body may

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

provide a single letter documenting the consultative process with all included applications. In situations where the Network governing body suggests that individual applicants submit their applications directly to USDA/APHIS, the Network governing body must provide the applicant with a letter documenting the consultative process.

In cases affecting applications where more than one Network governing body is relevant to an application, evidence of coordination and support by all relevant specialty crop clean plant networks must be submitted with the application. Such applications may be coordinated and submitted to the Network by any relevant specialty crop clean plant network with necessary evidence of coordination and support by other such relevant bodies or as otherwise provided for in this Request for Applications.

In cases where a specialty crop does not yet have an NCPN recognized governing body, but where one is being formed, evidence of network formation activities may be submitted by the applicants for NCPN Governing Board consideration.

D. Pre-Proposal Review and Prioritization – A Suggested Model: Based on the experiences of the Network’s Cooperative Agreement FY 2009-2012 and 2014-2016 process, the Network’s Governing Board makes the following recommendation for continuance of an improved proposal review process in this FY 2017 NCPN Cooperative Agreements program.

The Network’s Governing Board indicates that pre-proposal review, harmonization, and component prioritization by an existing Network specialty crop governing body, especially a specifically designated, industry-centered working group, would receive a high priority for funding consideration. Such a group designated to review pre-proposals should be composed of about 50% industry with other affected stakeholders; or some other industry-driven process designed to accomplish the same purpose. This serves to ensure that industry stakeholders have involvement in the pre-proposal development process and serves to provide the Network’s Governing Board with a high degree of confidence in the specialty crop governing body pre-proposal decision-making process, including proposal harmonization to help foster an efficient network system.

Additionally, the Network’s Governing Board, at its discretion, may seek further counsel from the Network’s Cross-Commodity Industry Leadership Team or other bodies regarding their thoughts, as part of a proposal review process, on the content or merits of any application submitted to the Network for funding consideration.

The specialty crop pre-proposal working group should also be engaged in a process of “prioritization.” The Network’s Governing Board finds this aspect of the pre-proposal stakeholder review process to be extremely useful. This process should not prioritize individual proposals against each other, but rather look at specific aspects of individual pre-proposal content and highlight the important parts of each proposal before the working group, ranking ‘components’ relative to importance and need for the whole of the specialty crop being considered. A ranking of ‘high’, ‘medium’, or ‘low’ priority is suggested. In the event that funding was insufficient, this process of prioritization will provide the Network’s Governing Board with crucial information “across all applications” as to what the priority ‘components’

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

were for each of them. The Network’s Governing Board sees this as a truly ‘harmonizing’ process, honoring the submissions of each potential applicant and suggesting which components of each proposal were key consideration priorities.

For proposals including an Education/Outreach component, the Network’s Governing Board sees merit in coordinating this component of the proposal through the Network’s Education/Outreach Working Group to ensure that the request aligns with the general direction of the Network collectively as manifested through the actions of the working group.

Evidence of compliance with this process should be submitted by specialty crop clean plant governing bodies in support of pre-proposals submitted to them for consideration.



Part V. Application and Submission Information

A. On Line Applications: Applicants are encouraged to apply through Grants.gov. Specifically, applicants can fill out and submit the following required forms on line; the SF-424, SF-424A, SF-424B, and SF-LLL (SF-LLL is required for Federal Assistance greater than \$100,000). The Work Plan described in Part B below “Content and Form of Application Submission” should then be submitted as an attachment.

Address to Request Paper Application Package: Applicants should use the Project Work Plan format noted in Part B. below “Content and Form of Application Submission”. Paper copies of the other required application forms (SF-424, “Application for Federal Assistance”, SF-424A, “Budget Information – Non Construction Programs”, SF-424B, “Assurances – Non-construction Programs”, and SF-LLL, “Disclosure of Lobbying Activities”) can be requested from the following address:

Mr. Dean Denham
USDA APHIS Plant Protection and Quarantine
Science and Technology
Center for Plant Health Science and Technology
1730 Varsity Drive, Suite 400
Raleigh, NC 27606-2949
Phone: 919-855-7404
Fax: 919-855-7480
E-Mail: Dean.Denham@aphis.usda.gov

These required forms can also be found at:

https://www.aphis.usda.gov/aphis/resources/forms/sa_forms_by_category/ct_grant_application_forms

B. Content and Form of Application Submission – Proposals / Work Plans

**National Clean Plant Network (NCPN)
Cooperative Agreement Program**

WORK PLAN FORMAT

Cover Page

Name of Project:
One or Two Sentence Project Description:
Principal Investigator:
Name of Entity:
Address:
City, State, Zip:
Office Phone:
Cell Phone:
Fax:
E-mail Address (Principal Investigator):

Name, Title, and Signature of the Official Authorized by the Institution/Agency to Apply for Federal Financial Assistance: _____

Date: _____

Please complete each section explained on the following pages and maintain the numbering format on your application. Section VI, “Application Review Information” provides more details on the information requested and how it will be used to evaluate applications for funding.

Content – Work Plans (Proposals) should be brief, focused, and specific to the needs of the applicant as transposed against the mission of the National Clean Plant Network. After a brief explanation of applicant purpose, mission, and methods, the focus of the work plan should be on clarity surrounding the details and specifics of the particular requests of NCPN including clarity on anticipated ‘deliverables resulting from NCPN support.

Work Plan Length – Excluding the cover page, applicants shall not exceed 15 pages (font 11, single spaced) in Work Plan length for applications covering a single crop. For each additional crop the Work Plan may be increased by 5 pages up to a maximum not to exceed 30 pages for 4 covered crops or more. This limitation does not include any Federal application forms or proposal cover letters or appendices

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Appendices – Applicants may submit documents as Appendices in support of their Work Plan in addition to the Work Plan page limitation. However, any submitted Appendices over 20 pages total may be assessed at the discretion of NCPN. This limitation does not include any letters and support information regarding process compliance or any submitted program or unit Business Plans, or Annual Entity Reports.

Format - It is very important that applicants keep to the suggested format for visual consistency in proposals and applications; with any non-format data such as spreadsheets, charts, or graphs being submitted as Appendices.

Work Plan Table of Contents - Applicants may also include a Work Plan “Table of Contents” (also excluded from the page maximum count for Work Plan length).

Budget Spreadsheet Template – Applicants are encouraged, but not required, to submit their budget requests both in written form as part of the requested work plan and as an electronic spreadsheet. A spreadsheet template is available to applicants as a service to help formulate budget needs efficiently and to further help inform and facilitate the NCPN Governing Boards work in assessing the content of proposals. The spreadsheet template is available at the appropriate Grants.gov application site for NCPN as well as at the NCPN Federal website mentioned here:

<http://www.aphis.usda.gov/planthealth/section10007/ncpn>

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

APHIS Agreement No: *(To be Completed by USDA for Successful Applicants)*
Other Identifying Numbers: *(Any Applicant Desired Program Identification Numbers)*

FEDERAL FISCAL YEAR 2017 WORK PLAN

Name and Location of the Party Applying for Support

Name of Project Being Supported

Provide a brief one or two sentence description of the proposed project for which funding is being sought.

Performance Period:

Suggested time from the beginning to the end of the agreement. The timeframe should not exceed 1 year.

I. Introduction and Background:

Briefly indicate what relevant need or problem within the applicant's mission area requires a solution in carrying out a public purpose of support or stimulation.

II. Alignment with the USDA and NCPN Strategic Goals and Objectives:

Refer to Part I. D. "Alignment with USDA and NCPN Strategic Goals and Objectives. Applicants need not provide specific statements regarding how they are meeting any indicated USDA and NCPN Goal or Mission Area, however, proposals should provide sufficient and reasonable evidence that stated goals are being satisfied.

III. Stakeholder Participation and Industry Focus

A. Stakeholder Participation:

Provide a very brief indication of the organizations collaboratively involved with the applicant in activities carried out through this proposal and explain their involvement.

B. Industry Focus:

Indicate the industry or industries being served as a result of the products generated through this project. As applicable, also indicate the commodity, type, and number of deliverables intended for use either by nurseries or growers and the anticipated timeframe for producing and delivering, or otherwise making available, the agreed upon materials and products.

IV. Project Goals and Objectives

List or explain what results or benefits will be derived from this effort. Note that these outcomes will be the major building blocks upon which the milestones in the next section are based.

V. Project Milestones

Milestones should list the major steps of achievement that successfully completes a Goal or Objective listed in the section above. Milestones should be associated with a specific timeframe.

VI. Plan of Action

Provide a brief but comprehensive description of the program proposed for funding, including relevant program operation. This section can include scope of work and methodology/approach.

The focus of this section should largely be on ‘what’ is being done, ‘why’ it’s important, and the anticipated ‘outcomes’. Information on specific methodologies are encouraged to the extent that they are necessary to clarify ‘what’, ‘why’, and ‘outcomes’ or to better justify the request for resources.

VII. Anticipated Accomplishments – VERY IMPORTANT

List or indicate the specific intended accomplishments or performance measures that will be used to evaluate the success of the project and how each element will be measured. The anticipated accomplishments or ascribed performance measures should include ‘outcome’ based information and, if applicable, indicate the quantity and type of deliverables anticipated under this project as well as the impact of producing and providing those deliverables, including the impact on industry.

Suggested Quantifiable ‘Deliverables’ might include (but is not limited to) the following:

- *Number of Plant Introductions (New Accessions)*
- *Number of Tissue Culture Selections Created*
- *Disease Testing (Number of Tests)--- Elisa, PCR, herbaceous, other*
- *Number of Indexing Activities --- Buds, indicator plants, selections, other*
- *Field Diagnostics --- Number of assays*
- *Numbers of Accessions or Plants in Therapeutics --- Heat Therapy, other therapies*
- *Amount of Material Planted in Foundations*
- *Amount of Material Maintained in Established Foundations*
- *Number of New Releases, Imported and Domestic*
- *Number of Clean Plant Units Distributed*
- *Information on critical ‘Outcomes’ resulting from these Deliverables*

A document suggesting a performance report outline or template is available by contacting the NCPN Coordinator or the NCPN Administrative Support officer listed on pg. 38 of this Request for Applications.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

VIII. Budget Plan

Provide budget details that reflect the expenditures for the project presented (or that will be presented) on Standard Form 424A and expand on the details either in the form of a descriptive budget narrative or as suggested below or in the form of an electronic spreadsheet as suggested elsewhere in this ‘Request for Applications’:

*Salaries** _____ \$ _____
and Fringe (xx%) _____

** Applicants must specify type of personnel and number of positions and salary and number of hours devoted to NCPN. If more than one crop is being serviced, pro-rate the costs among the crop categories.*

*Equipment*** _____

*** Specify the type, number, and cost of each piece of equipment requested. If more than one crop is being serviced, pro-rate the costs among the crop categories.*

Supplies _____

If more than one crop is being serviced, pro-rate the costs among the crop categories.

*Travel**** _____

****Specifically indicate if travel is associated with servicing the diagnostics, therapeutics, and foundational needs of the project.*

****Indicate separately if travel support is being sought directly to attend NCPN Governing Body meetings; specifying the crop being serviced.* _____

****Indicate separately if travel support is being sought to service the Educational/Outreach needs of NCPN; specifying (if known) the events for which support is being sought.*

Printing/Publications _____

Contracts and Other Services _____

Other Costs (must be specified) _____

*Indirect***** _____

***** See additional information on indirect costs below*

Total \$ _____

APHIS Share \$ _____

Cooperator’s Share \$ _____

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Matching funds: Indicate any cost-sharing, matching contributions, or an enumeration of other funds available for program operations in addition to NCPN requested support here in budget fashion as above.

Note: In order to claim indirect costs a current negotiated indirect cost rate agreement must be in place and a copy provided to APHIS at the time of award.

****Indirect Costs – 15% limitation:* The 2014 Farm Bill restricts indirect costs charged against a cooperative agreement under Section 10007 (including NCPN) to the lesser of 15% of the total Federal funds provided under the cooperative agreement or the Negotiated Indirect Cost Rate Agreement applicable to the recipient as established by law.

The applicant must submit a copy of its fully executed current Negotiated Indirect Cost Rate Agreement, negotiated by its recognized Federal agency, when indirect costs are assessed in the budget.

IX. Data

[To be included in all submitted work plans].

The U.S. Government shall have unrestricted access to and use of raw data, analyzed data, data sets and models, analytical methods, or other analytical tools, created by the Cooperator from said data and data sets. The U.S. Government shall also have unrestricted access to and use of biological, chemical, or physical Material and the data created from analysis by the Cooperator of said Material. Furthermore, and for the avoidance of doubt under the Bayh-Dole Act 37 U.S. Code 202(4), with respect to any invention in which the Cooperator or their institution elects rights, APHIS shall have a nonexclusive, nontransferable, irrevocable, paid-up license to practice or have practiced for on behalf of the United States any invention throughout the world and cannot be subject to a technology transfer charge.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

X. Principal Investigator and Other Contact Information (Including APHIS/PPQ):

Institution Name:

Principal Investigator:

Provide the name and all contact information for the primary cooperator contact person(s).

Grants and Agreements Contact:

Provide the name and all contact information for the cooperator agreements/grants/budget contact person(s) needed to facilitate the agreement through the cooperator's process.

Other Persons Crucial to this Program:

Provide the name and all contact information for other persons crucial to this program needed to facilitate the agreement through the cooperator's process.

USDA, APHIS, PPQ – Program Contacts:

The NCPN 'Raleigh, NC' Office:

Mr. Erich S. Rudyj, Coordinator – NCPN Management Team
National Clean Plant Network (NCPN)
USDA, APHIS, PPQ, Science and Technology
National Clean Plant Network
1730 Varsity Drive, Suite 400, Room 435, Raleigh, NC 27606
Phone: (919) 855-7447
Fax: (919) 855-7480
E-Mail: Erich.S.Rudyj@aphis.usda.gov

The NCPN 'Riverdale, MD' Office :

Ms. Tammy Kolt, Administrative Support – NCPN Management Team
National Clean Plant Network (NCPN)
USDA, APHIS, PPQ, Plant Health Programs (PHP)
Quarantine Policy, Analysis and Support Staff
Accreditation, Certification, and Networking Services
4700 River Road – Unit 152, Riverdale, MD 20737
Phone: (301) 851-2160
Fax: (301) 734-5269
E-Mail: Tammy.Kolt@aphis.usda.gov

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Work Plan Template – A template of the aforementioned work plan can be found at the NCPN Federal website mentioned here:

<http://www.aphis.usda.gov/planthealth/section10007/ncpn>

C. Application Forms

The following forms must be submitted with the “Assessment and Initial Implementation Projects” Work Plan (above). Federal agencies only complete the workplan and budget plan.

- *Application for Federal Assistance: Standard Form (SF) 424*
- *Budget Information: SF 424A*
- *Assurance – Non-Construction Programs: SF 424B*
- *Disclosure of Lobbying Activities : SF-LLL*
- *Current Negotiated Indirect Cost Rate Agreement if indirect costs are assessed in the budget.*

D. Submission Dates and Times, including Other Relevant Dates:

- **Deadline:** 11:59 pm (U.S. western time) October 26, 2016 for submission completion in Grants.gov. If e-mailed, the package must be received by USDA/APHIS by the deadline. The e-mail address to use is: ncpn@aphis.usda.gov. If mailed, the package must be postmarked by the deadline.
- **Submission:** Applications should be submitted electronically through Grants.gov or e-mailed or regular mailed to the address in Part VIII. of this announcement.
- **Evaluation and Selection:** The evaluation and selection of applications will be conducted within 30 days of the application deadline. Following the selection process, all applicants will be notified whether their application will be funded. The evaluation committee reserves the right to suggest modifications to the application and associated budget.
- **Allocation of Funds:** Unless otherwise indicated, funds will be allocated for a 12-month period beginning on the date indicated in the Notice of Award.

E. Intergovernmental Review - IMPORTANT

At the time that applicants apply for Network funding support it is highly encouraged that they also initiate this process, if applicable in their State, as satisfactory compliance with the process can take up to 60 days for new projects and 30 days for continuation projects.

For FY 2017, the Intergovernmental Review Process (CFDA 10.025) under which NCPN falls, is subject to Executive Order 12372, “Intergovernmental Review of Federal Programs” in the States or Territories of: American Samoa, Arkansas, Arizona, California, Delaware, District of

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Columbia, Guam, Iowa (State Agencies only), Kentucky, Maryland, Michigan, Missouri, Nevada (send SF-424 to NV for their records only), New Hampshire, North Dakota, Northern Mariana Islands, Puerto Rico, Utah (State Agencies only), Virgin Islands, and West Virginia. Awards will not be made until this process has been completed in the applicable states. Names and addresses of States' Single Point of Contact (SPOC) are listed in the Office of Management and Budget's home page at: <http://www.whitehouse.gov/omb/grants/spoc.html>. For those applicants that have this process in their state, submit your application to the SPOC simultaneously to submitting to APHIS. Failure to meet with this requirement will result in a rejection of your application. A copy of the SPOC waiver or approval letter will be required at the time the award is made.

F. Funding Restrictions

Project funds must be obligated by the recipient within 12 months from the date the funds are made available by APHIS (the date of approval on the Notice of Award) unless otherwise stated in the Notice of Award. Construction and other activities prohibited under this RFA are not authorized.

The applicant must submit a copy of its fully executed current Negotiated Indirect Cost Rate Agreement, negotiated by its recognized Federal agency, when indirect costs are assessed in the budget. Eligible cooperator's assessment of indirect costs are limited to not more than 15% of total agreement costs or the application of their indirect cost rate agreement, whichever is less.

G. Other Submission Requirements

Applicants can apply to this funding opportunity through Grants.gov. First time Grants.gov users should go to the "Applicants" tab on the Grants.gov website and click "Apply for Grants." Carefully read and follow the steps listed in order to apply. Your organization will need to be registered with System for Awards Management. In order to register with the SAM, a requirement for registering with Grants.gov, your organization will need a Data Universal Number System (DUNS) Number. A DUNS number is a unique nine-character identification number provided by the commercial company, Dun & Bradstreet (D&B) at no cost. To investigate if your organization already has a DUNS number or to obtain a DUNS number, contact Dun & Bradstreet at 1-866-705-5711. Also, be sure to complete the Marketing Partner ID (MPIN) and Electronic Business Primary Point of Contact fields during the SAM registration process. These are mandatory fields that are required when submitting grant applications through Grants.gov.

The DUNS and SAM requirements described above are applicable to all applicants whether you choose to apply through Grants.gov or submit a paper application package.

Applications must be received through Grants.gov, or postmarked or emailed by 11:59 PM U.S. western time on the closing date indicated above in Part V., Section D. "Submission Dates and Times, including Other Relevant Dates".



Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Part VI. Application Review Information

A. Criteria

1. Summary of Score Sheet: The summary below reflects the weightings that will be used to evaluate each application.

CATEGORY	Points	
	Sub Category	Total Category
<u>Goal Alignment</u>		25
A. Alignment with USDA and NCPN Mission and Goals	25	
<u>Stakeholder Participation and Focus</u>		75
A. List of Stakeholders Participating	25	
B. Industry Focus	50	
<u>Governing Bodies and Harmonization</u>		100
A. Established or Formative Specialty Crop Governing Bodies	50	
B. Harmonization and Prioritization by the Specialty Crop Network	50	
<u>Overall Merit of Project – Scope of Work and Methodology</u>		400
A. Introduction and Summary	25	
B. Purpose and Objectives	100	
C. Scope of Work, Methodology/Approach, and Expected Deliverables	250	
D. Communication Plan	25	
<u>Project Administration</u>		400
A. Budget	150	
B. Milestones/Time Tables and Performance Measures	150	
C. Business Plan/Annual Entity Reports and 5-Year Program/Fiscal Plans	100	
Total		1000

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

2. Explanation of Evaluation Relative to Information Requirements

The following provides an explanation on how the applications will be evaluated and clarification of information to be provided by the applicant in preparing the application. The explanations reflect what information is to be supplied to receive a higher portion of the points possible for the category and are in the same sequence as the application form for ease of reference.

Goal Alignment (25)

A. Alignment with USDA and NCPN Mission and Goals (25)

Indicate which of the stated missions and goals are addressed by the project and provide a brief sentence or two indicating why. More inclusive, diverse projects will receive higher rating in this area.

Stakeholder Participation and Focus (75)

A. List of Stakeholders Participating (25)

Provide a summary of the stakeholders who will be involved; include only those who will have a significant role in the project. Broad participation of stakeholder groups will receive a higher rating in this area.

B. Industry Focus and Roles (50)

Realistically project the number of plant materials or other deliverables affecting nurseries and growers that will be included in the project. Also, indicate the number of non-industry participants who will have a role in the project. Broad industry participation is important. The applicant should explain the role of each industry affected by applicant activities. The majority of the scoring emphasis in this section pertains to the degree of involvement of various segments of the nurseries and growers and associated industry associations. Applicants should expand upon the roles of each participating industry segment.

Governing Bodies and Harmonization (100)

A. Established or Formative Specialty Crop Governing Bodies (50)

Indicate whether an NCPN-focused specialty crop governing body exists and its ability to coordinate proposals for Network consideration.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

B. Application Harmonization and Prioritization by the Specialty Crop Network (50)

Indicate the degree to which the proposal has been coordinated within the applicable Network-focused specialty crop governing body and the extent to which it is harmonized within that network with any other clean plant initiatives.

Overall Merit of Project – Scope of Work and Methodology (500)

The merit and value of the project as it relates to the implementation of the Network is the most important section when evaluated for consideration. Thoroughly respond to each question/statement as listed in the Application, beginning on page 25 of this announcement.

A. Introduction and Summary (25)

Provide a brief overview of the project, highlighting its significance and how it will enhance the implementation of the Network.

B. Purpose and Objectives (100)

Clearly explain the objectives of the project.

C. Scope of Work, Methodology/Approach, and Expected Deliverables (350)

Clearly describe the scope of work of the project including a comprehensive description of the methodology/approach to be used and the products or services to be delivered, including amounts and times.

Note that the primary components of the Network include: 1) Network Governance, 2) Project Operations, 3) Methods Development, 4) Extension, Outreach, and Education, and 5) Quality Assurance and Quality Control.

Network Governance: Support shall be prioritized to those projects that seek to establish and administer (or otherwise operate under existing) specialty crop focused clean plant network governance bodies (including regional entities if appropriate). These bodies are stakeholder driven and must include clean plant centers to conduct diagnostics and therapeutics as well as industry stakeholders and other associated associations and governmental staff. One of the primary purposes of such specialty crop clean plant networks is to harmonize and coordinate individual project funding requests to ensure for maximum, complete coverage of national needs while reducing unnecessary overlap.

Project Operations: The primary goal of the Network is to support and enhance a network of facilities needed to test and provide therapy for high value specialty crop clones and to establish mother/foundation blocks. The highest priority in the NCPN is placed on the provision of such material in agreed to amounts and time, and to make the material available to nurseries for increase and ultimate provision to growers. *Note: This is the highest priority in the NCPN program.*

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

Methods Development: Projects may be supported to develop or improve methods needed to test and provide therapy for infected plant material proposed for entry into the program. Support may also be considered for activities involving the development of standards and guidelines.

Extension, Outreach, and Education: Consideration is given to projects that, in working in collaboration with the Network’s Education/Outreach Working Group, develop aspects of NCPN education, outreach, and education concepts and materials for nurseries and growers. This should include partnerships with and among land-grant and other university-based extension, outreach, and education services and should include interaction with commercial nurseries, industry associations, and growers. The focus should be on ensuring for the successful development of NCPN products and services.

Quality Assurance and Quality Control: Performance benchmarks and timelines are established for product deliverables and a plan is proposed for internal program reviews and quality controls.

D. Communication Plan (25)

The project should include an outreach component that supports communication between the project and nurseries, growers, and other stakeholders. Explain the networking infrastructure (producer organizations, extension, etc.) that will be utilized to achieve the outreach program. The Applicant should identify and describe how they intend to “deliver” the message and materials. Explain how the industry will gain a better understanding of the NCPN as a result of the project and how the project will be harmonized, coordinated, and communicated among stakeholders. Also, explain what sort of feedback shall be solicited and how the feedback will be shared with the Network’s Governing Body to improve future projects and communication efforts.

Project Administration (300)

A. Budget (150)

This section is to more thoroughly explain the budget information presented on the Budget Information Standard Form 424A. Budgets must include only those costs that are allocable and allowable per relevant OMB guidance available at http://www.whitehouse.gov/omb/grants/grants_circulars.html

B. Milestones/Time Tables and Performance Measures (150)

Establish and present milestones (key activities) with target dates for accomplishing each. The milestones must correlate to the project’s objectives and desired results.

The application must provide specific measurable objectives in the proposal, including initial implementation goals. This information will be a priority in the evaluation of the application. The specific performance measures will be used to evaluate the success of the project. Include how each element will be measured. It is critical for the application to have well defined performance measures.

Fiscal Year 2017 - Request for Applications – National Clean Plant Network

C. Business Plans or Annual Entity Reports and 5-Year Program and Fiscal Plans: (100)

Applicants seeking Network support that also have established business plans or issue annual entity reports for their operating units are requested to attach such documentation to their applications as an appendix. The Network hopes to use this information to better understand the operating environment of each entity seeking Network support.

Additionally, applicants should prepare and provide 5-Year Program and Fiscal Plans that explains, in synopsis, programmatically and fiscally where their program is now, how they anticipate their programmatic and fiscal needs to change annually for the next 5 years, and how they anticipate that the Network might engage with them in this evolutionary process. High consideration is given to such attachments.

Note: The duplication of projects with the same objectives should be prevented by the process in which program managers harmonize and coordinate their respective requests through the specialty crop clean plant network governing bodies.

B. Review and Selection Process

USDA/APHIS/PPQ in collaboration with USDA/ARS and USDA/NIFA as represented by the members of the Network's Core Working Group is responsible for the ultimate approval of projects that will be funded through cooperative agreements. They shall be assisted in their task by the members of the Network's Governing Board that shall form as the selection panel to participate in the evaluation and selection process of Network funding applications. The panel composed wholly of Federal and State employees shall make the primary selection of projects for funding and shall submit their decisions to the Network's Core Working Group for final ratification. They may seek counsel from subject-matter experts as appropriate. The Network's Governing Board members are selected based on their knowledge of clean plant, germplasm, and plant health regulatory issues. Individuals on the panel will have no association with any project that is being reviewed. In the event of a real or perceived conflict of interest, a panel member shall recuse themselves as appropriate. USDA/APHIS/PPQ has final funding obligating authority in determining which projects are funding for this initiative.



Part VII. Award Administration Information

A. Award Notice

Applications selected for funding will be notified by email or phone after the selection and other USDA required processes are complete. The signature of the authorized agent and APHIS' authorized official on all required paperwork will finalize the cooperative agreement. A letter will be mailed to all other applicants not recommended for funding on approximately the same date the selected applicants are first notified.

B. Administrative and National Policy Requirements

Access privileges to national databases provided to cooperators by APHIS will be given only to specific individuals specified in the agreements and must not be shared with any other individual, organization, company, or other entity. Animal health data specified under the agreement that are collected under the terms of the agreement are to be provided to APHIS in accordance with the data transfer protocols required by the national databases.

Successful applicants must comply with the requirements contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements **for Federal Awards**", 2 CFR Part 200; Nonprocurement Debarment and Suspension" 2 CFR 417; "Requirements for Drug-Free Workplace", 2 CFR Part 421; "New Restrictions on Lobbying", 2 CFR Part 418; and Office of Management and Budget regulations governing "Controlling Paperwork Burdens on the Public", 5 CFR 1320.

C. Reporting

The Project Administrator will provide to the APHIS authorized representative **quarterly** accomplishment reports on program activities outlined in this application. The reports will be used by APHIS to verify compliance with provisions of this **Agreement**. These reports are due **no later than 30 days** after the end of each Federal fiscal quarter except the final report which is due **no later than 90 days** after the **Agreement** expires or terminates. Extensions of time to submit accomplishment reports are subject to the discretion of APHIS' authorized representative and, if allowed, shall be provided by the authorized representative in writing.

Accomplishment Report Template – A template of the aforementioned accomplishment report can be found at the NCPN Federal website mentioned here:

<http://www.aphis.usda.gov/planthealth/section10007/ncpn>

The Project Administrator will provide to the APHIS authorized representative a properly certified **quarterly** Federal Financial Status Report, SF-425, **no later than 30 days** after the end of each Federal fiscal quarter and a final SF-425 **no later than 90 days** after the **Agreement** expires or terminates. Any requests for an extension of time to submit the SF-425 must be made in writing to APHIS' authorized representative before expiration of the initial 30 or 90 day period allowed for submitting the report. Extensions of time to submit the SF-425 are subject to the discretion of APHIS' authorized representative and, if allowed, shall be provided by the authorized representative in writing.



Part VIII. Agency Contacts

For questions of NCPN programmatic content, please contact:

(To submit an application by mail, use this address.)

Mr. Erich S. Rudyj, Coordinator – NCPN Management Team
National Clean Plant Network (NCPN)
USDA, APHIS, PPQ, Science and Technology (ST)
National Clean Plant Network (NCPN)
1730 Varsity Drive, Suite 400, Room 435, Raleigh, NC 27606
Phone: (919) 855-7447
Fax: (919) 855-7480
E-Mail: NCPN@aphis.usda.gov

For NCPN administrative questions, please contact:

Ms. Tammy Kolt, Administrative Support – NCPN Management Team
National Clean Plant Network
USDA, APHIS, PPQ, Plant Health Programs (PHP)
Quarantine Policy, Analysis and Support Staff
Accreditation, Certification, and Networking Services
4700 River Road, Room 5C.03.41, Riverdale, MD 20737
Phone: (301) 851-2160
Fax: (301) 734-5269
E-Mail: NCPN@aphis.usda.gov

For Cooperative Agreement application and administrative questions, please contact:

Mr. Dean Denham
USDA APHIS Plant Protection and Quarantine
Science and Technology
Center for Plant Health Science and Technology
1730 Varsity Drive, Suite 400, Raleigh, NC 27606-2949
Phone: 919-855-7404
Fax: 919-855-7480
E-Mail: Dean.Denham@aphis.usda.gov



Part IX. Other Information

If in FY 2017 the Federal Budget contains funds for additional support to NCPN for Cooperative Agreements, they will follow requirements similar to this RFA as modified or otherwise adjusted. The Network may request that stakeholders provide feedback regarding this RFA for use in improving any future announcements.

The USDA is neither obligated to make any award as a result of this announcement nor to make any changes to future announcements. Only the APHIS Authorized Departmental Officer (ADO) can bind the Government to expenditure of funds and this obligation of funds shall only occur in writing by authorized officials and under the approved USDA, APHIS Cooperative Agreement format.

