

SUMMARY INFORMATION

Awarding Agency Name: Cooperative Extension Program Agriculture & Natural Resources Unit

Funding Opportunity Title: PVAMU Urban Farmer Grant Program

Funding Opportunity Number: CEP- AGNR-UFGP-22

Funding Opportunity Announcement Summary

Cooperative Extension Program Agriculture & Natural Resources Unit, is seeking support from and opportunities to partner with like-minded Urban Agriculture Farmers. The overall intent of this notice is to solicit partnerships with urban producers to help enhance the implementation of key production objectives and priorities outlined further in this document.

The Agriculture and Natural Resources unit of the Cooperative Extension Program is the primary educational outreach unit of the university that disseminates research based knowledge to agricultural producers. County and specialist staffs assist small scale farmers and ranchers to become self sustaining and profitable.

The PVAMU Urban Farmer Grant Program (UFGP) is an effort to challenge producers to enhance vegetable and fruit farms, Aquaponics and systems , urban forestry operations and high tunnels across Texas. The simple act of developing a urban agricultural operation can enhance local food access inspire locally led food insecurity solutions to challenges facing our state. Addressing hunger with a farm food production outlook can bring communities together create jobs, and initiate other positive outcomes for people.

The Cooperative Extension Program Agriculture & Natural Resources Unit & USDA NRCS will provide technical and financial assistance to entities to establish or improve farms for food production.

For Profit Farmers, Non-Profit Agriculture Serving Organizations , and Churches are invited to apply for CEP assistance with the following key conservation objectives:

1. Provide learning experiences in natural resources conservation to communities.
2. Address food deserts.
3. Create farming projects that develop properties into vegetable and fruit production sites.
4. Improve access to healthy, affordable food at a local level.
5. Water conservation.

6. Increase pollinator habitat.
7. Leverage non-federal resources to achieve positive natural resources conservation outcomes.

Proposals will be accepted for projects located in Texas. CEP anticipates that the total amount awarded under this announcement in Federal fiscal year 2022 will be approximately \$30,000. This opportunity is open to all for profit urban farm entities except schools, CBO, and non profits for competitive consideration of cooperative agreement awards for one year in duration.

The CEP Agriculture & Natural Resources Unit has funding available as follows:

1. Cooperative agreements up to \$500-\$1,500 will be available for a vegetable garden, aquaponic-hydroponics system, fruit trees and high tunnel.
2. Financial resources are to be utilized for garden supplies which can include tools, seed, plants, fertilizer, soil, soil additives, irrigation materials and other garden materials.
3. Some technical assistance by CEP staff will be available to provide information on soil health, plant species for pollinator habitat and design criteria for high tunnels.
4. The applicant must have and maintain control of the land where the garden and/or high tunnel will be established for the duration of the agreement.
5. The applicant is responsible for maintaining the garden and/or high tunnel once it is established for the duration of the agreement.
6. NRCS and CEP standards and specifications must be followed for the establishment of a high tunnel.
7. Applicants may request funding for a combination choice of garden, aquaponic-hydroponics system, fruit trees and high tunnel.
8. There is no cost-share or match requirement for this program.

Key Dates

Application Period: July 1, 2022 through August 1, 2022

Deadline for Submitting Questions: July 15, 2022

Responses to Questions will be posted by July 22, 2022

Due Date: 11:59 pm Eastern Time on August 1, 2022

Anticipated Selection Date: August 15st, 2022

Anticipated Agreement Execution Date: September 1, 2022

Applicants must submit their applications via by 11:59 pm Eastern Time. For technical issues with , please contact jjpeaches@pvamu.edu. Applicant Support at 936-261-5107 or jjpeaches@pvamu.edu. Awarding agency staff cannot support applicants regarding accounts.

Federal Funding Floor and Ceiling Amounts

The funding floor for this announcement is \$500.00, and the funding ceiling is \$1,500. The funding floor means the minimum agreement funding amount for the Federal share per cooperative agreement awarded. The ceiling is the maximum agreement funding amount for the Federal share per agreement awarded.

- **PROGRAM DESCRIPTION**

PVAMU Texas UFGGDP (Urban Farm Garden Grant Development Program)

The will provide technical and financial assistance to entities to establish or improve gardens for food production, Aquaponics, and Hydroponics systems and the establishment of high tunnels to extend the growing season of fruits and vegetables.

Additional Practices-

- • **Composting**
- • **Urban Solar Farm Production**
- • **Backyard Poultry**
- • **Pollinator Gardens**
- • **Community and School Gardens**
- • **Roof Run Off Structure**
- • **Watering Facility**
- • **Water Harvest Catchment**
- • **Herbaceous Weed Treatment**
- • **Conservation Crop Rotation**
- • **Cover Crop**
- • **Mulching**
- • **Pest Management**
- • **Wildlife Habitat Planting**

- **AWARD INFORMATION**

1. **Estimated Funding**

The total amount of funding the agency expects to award through this announcement is \$30,000.

2. **Start Dates and Performance Periods**

Projects may be for one year in duration. Applicants should plan their projects based on a project start date September 1, 2022.

3. **Type of Award**

The agency plans to award a cooperative agreement with eligible applicants to pursuant to this opportunity notice.

4. **Number of Awards**

The agency expects to make approximately 20 awards.

5. Eligibility of Renewal or Supplemental Project Applications

Applications for renewal or supplementation of existing projects are not eligible to compete with applications for new Federal awards. An application for renewal means an application submitted to continue an existing agreement that meets the objectives and requirements of this NFO. An application for supplementation of an existing project means an application to add components to an existing agreement so that it would meet the objectives and requirements of this NFO.

C. ELIGIBILITY INFORMATION

1. Eligible Applicants

Applicants and applications must meet eligibility criteria by the application deadline to be considered for award. Eligible applicant type is determined by the implementing program statute.

Eligibility for this opportunity is limited to the following entity types:

- For profit organizations other than small businesses
 - For profit Minority serving farming operations
 - Non-Profit Agriculture serving institutions
 - Community based organization - Churches

Refer to section D of this opportunity announcement for required documentation supporting eligibility status.

D. APPLICATION AND SUBMISSION INFORMATION

For technical issues, please contact jjpeaches@pvamu.edu Applicant Support at 936-261-5107. Awarding agency staff cannot support applicants regarding legal or business related accounts.

1. Address to Request Application Package

Applicants may request paper copies of materials by contacting Jjpeaches@pvamu.edu at 936-261-5107 2 or by written request via email at Jjpeaches@pvamu.edu.

2. Content and Form of Application Submission

a. Proposal

To be considered for funding under this opportunity, an applicant must submit a TWO Page maximum Proposal of your project that includes the following information:

- Project title
- Project Director/Contact name, and contact information including address, email, and telephone number.
- Project Objectives (purpose and goals).
- Project geographic area/location, name of school (where application activities will take place).
- Project proposed activities and timeline
- The audience that will benefit from this project (Example: students; beginning, small, minority, veteran and other underserved groups of producers; underserved communities)
- Project deliverables
- Resources required
- Technical experience and capability of the applicant organization.
- Must have USDA- FSA Farm Number
- Must take project survey

- Any specific strategies developed to address the objectives described in the Notice of Funding Opportunity (NFO).

For opportunities that include multiple possible instrument types (e.g. grant or cooperative agreement), applications must clearly indicate which instrument type is proposed.

Each page must be on numbered 8 1/2" x 11" paper with one-inch margins. The text of the proposal must be single spaced and typed in New Times Roman, no smaller than 12-point font and must not exceed 2 pages.

Proposals that fail to comply with the required content and format will not be considered for funding. **Material exceeding stated page limits and/or formatting structure will not be considered.** Incomplete and/or noncompliant proposals will not be considered.

- b. **Application Form:** Link will be created via Qualtrics
- c. **Budget Information – Non-Construction Programs.** This form is the summary budget for the project and should include the full project totals on pages one and two.
- d. **Budget Narrative.** In a separate narrative titled "Budget Narrative", explain and justify all requested budget items/costs. Detail how the totals on the were determined and demonstrate a clear connection between costs and the proposed project activities.

1. This opportunity does not include a match or cost share requirement.
2. All applicants are hereby notified of the following:

Post Award Documentation:

- **Photos**
- **Receipts - Invoices**
- **Project close-out email**
- **Survey**
- **Proof of entity**

Awarding agency staff cannot support applicants regarding

4. Submission Dates and Times

Applicants must submit applications Qualtrics link. Applications must be received by 11:59 pm Eastern Time on August 1, 2022. Late submissions will not be reviewed or considered. The agency will rely on system generated date and time receipt documentation to determine whether applications meet the submission deadline. PVAMU provides automatic acknowledgment when applications are received.

5. Intergovernmental Review

This funding opportunity is not subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.”

6. Funding Restrictions

Funds may not be used to pay any of the following costs unless otherwise permitted by law, or approved in writing by the Authorized Departmental Officer in advance of incurring such costs:

- a. Costs above the amount of funds authorized for the project;
- b. Costs incurred prior to the effective date of the grant;

- c. Costs which lie outside the scope of the approved project and amendments thereto;
- d. Entertainment costs, regardless of their apparent relationship to project objectives;
- e. Compensation for injuries to persons, or damage to property arising out of project activities;
- f. Consulting services performed by a Federal employee during official duty hours when such consulting services result in the payment of additional compensation to the employee; and
- g. Renovation or refurbishment of research or related spaces, the purchase or installation of fixed equipment in such spaces, and the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

E. APPLICATION REVIEW INFORMATION

1. Merit/Technical Criteria

- i. The extent to which the proposal supports conservation objectives of food production ,soil health, organics, pest management, and water conservation.
- ii. The extent which the proposal places emphasis to enhance community access to technical assistance to address food deserts.
- iii. The extent which the proposal places emphasis on creating gardening projects that develop properties into vegetable production sites or pollinator habitat.
- iv. Evidence in the proposal that the design and implementation of project is based on sound methodology and demonstrated technology.
- v. Measurability of project outcomes.
- vi. Potential for successful completion.
- vii. Project benefits students or/and young, beginning, small, minority, veteran and other undeserved producers, historically undeserved people or communities, or community-based organizations comprised of or representing these groups.
- viii. Milestones and timelines are clear and reasonable.
- ix. Project staff has the technical expertise needed.
- x. Budget is adequately explained and justified.
- xi. Experience and capacity to partner with and gain the support of other organizations, institutions, and agencies.

2. Risk Criteria

3. Review and Selection Process

Applications will be screened for completeness and compliance with the provisions of this notice. Incomplete, noncompliant, and/or applications not meeting the formatting criteria will be eliminated from competition, and notification of elimination will be sent to the applicant. The agency intends to make a selection and award without conducting any discussions or allowing applicants to correct deficiencies or omissions in their applications.

Consequently, they must ensure their applications are complete and accurate.

However, while the agency intends to make a selection without contacting applicants, it reserves the right to request applicants to revise their applications to correct deficiencies or omissions identified by the awarding agency. If this is done, the agency will conduct discussions with all applicants and identify deficiencies and omissions and give applicants an opportunity to submit a revised application by a common cut-off date. The agency may also contact individual applicants to clarify certain components of their application.

Merit/technical reviews will be conducted by a technical review board nominated by the approving official. Risk reviews will be conducted by the CEP Program Specialist. The approving official will make the final award decisions. The approving official for this opportunity is the CEP AGNR Program Leader.

4. Awards

a) Anticipated Selection Announcement and Federal Award Dates

The agency anticipates announcing or notifying successful and unsuccessful applicants by August 15th 2022 and expects to have Federal awards in place by September 1, 2022.

F. STATE AWARD ADMINISTRATION INFORMATION

1. STATE Award Notices

The agency will provide notice that an application has been selected before it actually makes the award. As such, the selection notification is not an authorization to begin performance. Any pre-award costs incurred by the awardee will not be reimbursed. The Notice of Grant and Agreement Award will be signed by the authorized agency representative is the only authorizing document and will be provided electronically to the entity's authorized representative for signature. Both successful and unsuccessful applicants will be notified of the award decision via letter.

2. Administrative and National Policy Requirements

All project funds will be used in accordance with 2 CFR 200 and the General Terms and Conditions; a copy of the General Terms and Conditions may be obtained by contacting the Federal Awarding Agency Contacts listed in this announcement.

3. Reporting

Reporting will follow the guidelines included in the General Terms and Conditions but will generally include electronic submission of semiannual progress reports, semiannual financial status reports, and final reports.

Applicants that receive awards pursuant to this opportunity and any sub awardees must comply with the reporting requirements described ,unless an exception applies. Applicants must ensure they have the necessary processes and systems in place to comply with those requirements.

G. STATE AWARDING AGENCY CONTACT(S)

For questions regarding this opportunity, please contact one of the following individuals:

Administrative Contact (Primary Contact)

Name: Jeremy Peaches

Urban Agriculture Specialist

Carden Waller Cooperative Extension Bldg RM 125

Mailing Address: E M Norris St, Prairie View, TX 77445

Phone Number: (936) -261-5107

Email: Jjpeaches@pvamu.edu

Program Contact

Name: Dr. Clarence Bunch

CEP Program Leader

CEP AGNR

Mailing Address:E M Norris St, Prairie View, TX 77445

Phone Number: 936-261-5117

Email:clbunch@pvamu.edu

Non-Discrimination Statement

"Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity in its programs and activities."

Ms. Renee Williams, Director, Equal Opportunity & Diversity, has been designated to handle inquiries regarding the non-discrimination policies. Ms. Williams can be reached at P.O. Box 519; MS 1337, Harrington Science Building, Suite 109 Prairie View, Texas 77446 or by calling 936-261-1744 or 1792.