



United States
Department of
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and Agriculture

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The logo for the National Institute of Food and Agriculture (NIFA), featuring the letters "NIFA" in a large, white, sans-serif font against a background of stylized orange and yellow hills.

REQUEST FOR APPLICATION

Farm and Ranch Stress Assistance Network Competitive Grants Program

FUNDING YEAR:	Fiscal Year 2020
APPLICATION DEADLINE:	June 23, 2020
LETTER OF INTENT DEADLINE:	Not Required
AVAILABLE FUNDING:	\$7,187,000
ASSISTANCE LISTING NUMBER:	10.500

INITIAL ANNOUNCEMENT

National Institute of Food and Agriculture, United States (U.S.) Department of Agriculture
(USDA)

Catalog of Federal Domestic Assistance. The Farm and Ranch Stress Assistance Network (FRSAN) Competitive Grants Program is listed in the Assistance Listings under the Catalog of Federal Domestic Assistance number 10.500.

Table 1: Key Dates and Deadlines

Task Description	Deadline
Application:	5:00 P.M. Eastern, June 23, 2020 [<i>Ref to Part I § C of this RFA</i>]
Letter of Intent:	Not Required
Applicants Comments:	Within six months from the issuance of this notice (<i>NIFA may not consider comments received after the sixth month</i>)

Stakeholder Input. The National Institute of Food and Agriculture (NIFA) seeks comments on all request for applications (RFAs) so it can deliver programs efficiently, effectively, with integrity, and with a focus on customer service. NIFA considers comments, to the extent possible when developing RFAs and use comments to help meet the requirements of the [Agricultural Research, Extension and Education Reform Act of 1978](#). Applicants may submit written comments to Policy@usda.gov (email is for comments only). Please use the following subject line: Response to the Farm and Ranch Stress Assistance Network Competitive Grants Program RFA.

EXECUTIVE SUMMARY

This notice identifies the objectives for FR SAN projects, deadlines, funding information, eligibility criteria for projects and applicants, and application forms and associated instructions. NIFA requests applications for the Farm and Ranch Stress Assistance Network (FR SAN) Competitive Grants Program for fiscal year (FY) 2020 to provide competitive grants to State departments of agriculture, State cooperative extension services, and nonprofit organizations to carry out programs to address farmer stress and suicide risk. The anticipated amount available for grants in FY 2020 is approximately \$7,187,0000. Based on the FY 2020 competition, it is the intention of NIFA to provide continuation awards in FY 2021 and FY 2022. This RFA is being released prior to the passage of an appropriations act for FYs 2021 and 2022. Enactment of additional continuing resolutions or appropriations acts may affect the availability or level of funding for this program.

Topic: Farm and Ranch Stress Assistance Network Applicant Webinar

Network Applicant Webinar
<p>Join Zoom Meeting: https://www.zoomgov.com/j/1603361408</p> <p>Meeting ID: 160 336 1408</p> <p>Time: May 6, 2020 01:00 PM Central Time (US and Canada)</p> <p>One tap mobile</p> <p>+16692545252, 1603361408#US (San Jose)</p> <p>+16468287666, 1603361408# US (New York)</p>
Dial-in-Information
<p>Dial by your location</p> <p>+1 669 254 5252 US (San Jose)</p> <p>+1 646 828 7666 US (New York)</p> <p>Meeting ID: 160 336 1408</p> <p>Find your local number: https://www.zoomgov.com/u/aD7Afk0dl</p> <p>Join by Skype for Business https://www.zoomgov.com/skype/1603361408</p>

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PART I. FUNDING OPPORTUNITY DESCRIPTION

A. Legislative Authority

Section 7522, Public Law 110-246, 122 Stat. 2033 (7 U.S.C. 5936) of the [Food, Conservation, and Energy Act of 2008](#), <https://www.congress.gov/bill/110th-congress/house-bill/2419>, authorizes NIFA to establish a Farm and Ranch Stress Assistance Network as follows: [7 U.S.C. 5936](#) (a). In General – “The Secretary, in coordination with the Secretary of Health and Human Services, shall make competitive grants to eligible entities described in subsection (c) to establish a Farm and Ranch Stress Assistance Network that provides stress assistance programs to individuals who are engaged in farming, ranching, and other agriculture-related occupations.”

(b) Eligible Programs – Grants awarded under subsection (a) may be used to initiate, expand, or sustain programs that provide professional agricultural behavioral health counseling and referral for other forms of assistance as necessary through the following:

1. Farm telephone helplines and websites
2. Training, including training programs and workshops, for –
 - i. Advocates for individuals who are engaged in farming, ranching, and other occupations relating to agriculture
 - ii. Other individuals and entities that may assist individuals who –
 - i. are engaged in farming, ranching, and other occupations relating to agriculture
 - ii. are in crisis
3. Activities, including the dissemination of information and materials

B. Purpose and Priorities

The purpose of the FRSAN program is to establish a network that connects individuals who are engaged in farming, ranching, and other agriculture-related occupations to stress assistance programs. The term “farmer” is used in the broadest sense and may be interpreted to include agricultural farmers, ranchers, workers, business owners, and non-industrial private forest owners and managers.

Agricultural work is one of the most hazardous professions, with risk of injury, disability, and death higher than most other career paths. Daily decision-making in the context of long-term planning to ensure crop and livestock yields and profits can prove extremely difficult. Even the most proactive planning can be short circuited by factors beyond an individual’s control, such as natural disasters or pest infestations. Operating costs are many, and prices have remained stubbornly flat for some commodities.

“Family farms as a group, across type, accounted for 98 percent of farms and 88 percent of production in 2018 (*America’s Diverse Family Farms*, Economic Research Service, 2019).” The ERS further notes “Financial performance varies across farm size. Most small farms have an operating profit margin (OPM) in the red zone—indicating a higher risk of financial problems—while most midsize, large, and very large farms operate in a lower financial risk zone (*America’s Diverse Family Farms*, Economic Research Service, 2019).” Correspondingly, some farmers and ranchers have reported increasing levels of stress associated with heightened risk of crop/livestock losses and loan defaults. Regardless of farm size, successfully operating a farm or ranch or associated business requires a wide range of skills, breadth of knowledge, and a resilient nature.

Financial stress is just one form of stress and, like other stressors, may be a short-term occurrence that abates when the condition is addressed and/or alleviates on its own. Long-term stress can be more threatening to an individual's physical and mental health. In worst case scenarios, unresolved stressors may contribute to a person threatening and/or harming themselves. In a Centers for Disease Control and Prevention study comparing suicide rates for major occupational groups across 17 states, the rate of suicides by farmers was 32.2 per 100,000 in 2015. The 32.2 rate was more than twice the rate for the general population (13.3) in 2015.

Taking practical steps to manage stress can help lessen or prevent such ill effects. Knowing where to turn is also key. Programs that offer access to resources (e.g., information, skills) and people (e.g., Extension agents, health care providers) can also help identify underlying causes of farm/ranch risk factors and serve as an entry point to working with farmers and ranchers on recognizing their stress, understanding the importance of seeking assistance, and learning how to manage their stress. However, lack of access due to geography, distance, and availability of resources and providers, combined with any real or perceived stigma and privacy concerns, can influence an individual's decision to seek and receive help.

The FR SAN is aligned with the following [USDA Strategic Goals](#):

1. Strategic Goal 2: Maximize the Ability of American Agricultural Producers To Prosper by Feeding and Clothing the World;
2. Strategic Goal 3: Promote American Agriculture Products and Exports
3. Strategic Goal 4: Facilitate Rural Prosperity and Economic Development;
4. Strategic Goal 5: Strengthen the Stewardship of Private Lands Through Technology and Research;
5. Strategic Goal 6: Ensure Productive and Sustainable Use of Our National Forest System Lands; and
6. Strategic Goal 7: Provide all Americans Access to a Safe, Nutritious, and Secure Food Supply.

C. Program Area Description

Establishment of a network that assists farmers and ranchers in times of stress can offer a conduit to improving behavioral health awareness, literacy, and outcomes for agricultural producers, workers, and their families. Connecting these individuals with resources, support, and training at the state and local level is critical to helping them successfully navigate the potential challenges they may encounter when working, developing careers, and building sustainable enterprises in farming and ranching. Through key strategic partnerships and collaboration, existing and experienced programs can conduct outreach, offer training such as Mental Health First Aid, deliver evidence-based information, and make appropriate referrals that strengthen the coping skills and quality of life of America's farm and ranch families and the communities in which they live.

In 2019, the FR SAN program launched with [four awards](#) corresponding to US regions in the Northeast, North Central, South, and West. In 2020, funding has increased fivefold to support regional frameworks offering stress assistance programs, training, services, and referral.

In FY20, NIFA is seeking applications from regional partnerships and collaborations that are led by or include nongovernmental organizations (NGO), state departments of agriculture (SDA), Cooperative Extension Services (CES), and Indian tribes with expertise in providing professional agricultural behavioral health awareness, counseling as appropriate, education, training, and

referral for other forms of assistance as necessary. NIFA is soliciting applications that align with, build upon, and/or complement the projects funded in FY19.

In addition, applicant organizations must have demonstrable prior experience working in the agricultural stress assistance space. For purposes of implementing FRSAN, a network is an organizational arrangement among three or more separately operated domestic public or private entities, including the applicant organization, with established working histories in the targeted region.

The FRSAN Program will fund four (4) regional centers nationwide (see description in Table 2):

1. Northeast Region FRSAN
2. North Central Region FRSAN
3. Southern Region FRSAN
4. Western Region FRSAN

Regional lead entities must have the capacity to make state-level sub-awards, to include monitoring the performance of specific projects and active participation within the larger regional network. Providing training and/or offering direct services in every state/territory in the targeted region is not required in FY 2020. However, the applicant must clearly articulate where and why training and services are being offered, as well as any rationale for areas not served and how all states (and territories, as appropriate), will be added to the network in FYs 2021 and 2022, if the project intends to seek continuation funding in those years. If possible, a national, region-wide or sub-regional helpline and/or website that is available to all states should be implemented and publicized beginning in FY 2021.

Since all proposed regional partnerships (networks) must be initially composed of three or more member institutions/entities, applications to FRSAN funding opportunity must provide signed commitment letters from at least three key collaborators. Letters must delineate the expertise, roles, responsibilities, and commitments, including service area and/or role of each network member. A member may participate in more than one regional network, but may only serve as lead entity in a single region. In addition, members participating in more than one regional network must demonstrate the capacity to meet the responsibilities associated with multiple region commitments.

While network members may be located in urban or rural areas within a particular region, at least two network members involved in the proposed project must be currently delivering services in USDA's ERS-designated rural counties or rural census tracts in urban counties. To ascertain whether a particular county or census tract is rural, please refer to the [Rural-Urban Continuum Codes](#). NIFA will not review applications that fail to include at least two entities serving rural communities and will consider such applications non-responsive. For purposes of FRSAN, applications must focus services in one of four regions described in **Table 2**.

Table 2: List of Regions

Northeast Region	Southern Region	North Central Region	Western Region
<ul style="list-style-type: none"> • Connecticut, • Delaware, • Maine, • Maryland, • Massachusetts, • New Hampshire, • New Jersey, • New York, • Pennsylvania, • Rhode Island, • Vermont, • West Virginia • <i>The District of Columbia</i> 	<ul style="list-style-type: none"> • Alabama, • Arkansas, • Florida, • Georgia, • Kentucky, • Louisiana, • Mississippi, • North Carolina, • Oklahoma, • South Carolina, • Tennessee, • Texas, • Virginia • <i>Puerto Rico</i> • <i>The U.S. Virgin Islands</i> 	<ul style="list-style-type: none"> • Illinois, • Indiana, • Iowa, • Kansas, • Michigan, • Minnesota, • Missouri, • Nebraska, • North Dakota, • Ohio, • South Dakota • Wisconsin 	<ul style="list-style-type: none"> • Alaska, • Arizona, • California, • Colorado, • Hawaii, • Idaho, • Montana, • Nevada, • New Mexico, • Oregon, • Utah, • Washington, • Wyoming • <i>American Samoa,</i> • <i>Northern Mariana Islands,</i> • <i>Guam</i> • <i>Micronesia</i>

Funds may be used to map resources in each region, provide a framework for how those resources can be/are connected, and train state-level people working with agricultural producers (train-the-trainer model) about how to identify farmers under stress, about the existence of a given regional network, availability of specific resources and how to access them, as well as how to make referrals to programs that are equipped to provide direct behavioral care assistance. Such maps must link with USDA programs such as [Agriculture Mediation Program](#) and [Crop Insurance Mediation](#) and state and county-level USDA field offices with which producers may engage if and when appropriate.

Table 3: Program Key Information

Title	Description
Program Code:	FRSAN
Program Code Name:	Farm and Ranch Stress Assistance Network
CFDA Number	10.500
Project Type:	Extension Projects ONLY
Grant Type:	Standard Grants ONLY
Application Deadline	June 23, 2020
Grant Duration:	12 Months with eligibility for continuation funding
Anticipated # of Awards:	4
Maximum Award Amount:	<p>\$7,187,000 including indirect costs for a project period of 36 months</p> <p>Budgets must not exceed \$7,187,000 total (\$2,396,750 in FY20, \$2,400,000 in FY21, and \$2,400,000 in FY22).</p>

PART II. AWARD INFORMATION

A. Available Funding

The anticipated amount available for FR SAN in FY 2020 is approximately \$7,187,000. Lead applicants may not submit more than one application. NIFA anticipates making four awards, one award in each of the four designated regions. Applicants may request up to \$7,187,000, including indirect costs, to serve a particular region for a three-year project period. USDA is not committed to fund any particular application. The [Automated Standard Application for Payments](#), operated by the Department of Treasury, Bureau of Fiscal Service, is the designated payment system for awards resulting from this RFA.

B. Application Restrictions

NIFA will evaluate applications using the criteria described in [Part V](#) of this RFA. Application for FY 2020 is limited to the following applications types:

1. *New application*: New applications will be evaluated using the criteria described in [Part V](#) of this RFA and are subject to the due dates herein (see [Appendix III](#) for definition).

Note: It is the intention of NIFA to make awards for each fiscal year commencing in FY 2020 through FY 2022 based upon the FY 2020 competition. Therefore, **only new proposals are being solicited**, and they should contain a plan of work for each year, budget and budget narrative for each year, and a consolidated budget covering the entire period. The proposal cover page (See Part IV, this RFA, Application and Submission Information) should include the entire grant period and the total amount being requested for the entire period of the grant proposal (e.g., FY 2020 – FY 2022 or three (3) years). Note that yearly funding awards will be made on an annual basis contingent upon the availability of funds and satisfactory performance by the regional networks in the management and oversight of regional and sub-regional FR SAN projects.

FR SAN project period is three (3) years. In FY 2020, NIFA plans to make continuation grants for an initial project period of one year to grantees that have requested funding for up to 3 years. A continuation grant is a grant instrument by which the Department agrees to support a specified level of effort for a predetermined project period with a statement of intention to provide additional support at a future date, provided that grantee performance has been satisfactory, appropriations are available for this purpose, and continued support would be in the best interest of the Federal government and the public. If these three elements are met, NIFA plans to provide additional support in FYs 2021 and 2022. NIFA will provide applicants funded in FY 2020 with further instructions about submitting continuation applications in FYs 2021 and 2022.

C. Project and Grant Types

Applications will be accepted for Regional Networks. The long-term goal of the FR SAN projects is to establish a nationwide Farm and Ranch Stress Assistance Network that provides stress assistance programs to individuals who are engaged in farming, ranching, and other agriculture-related occupations on a regional basis. Network members must initiate, expand, or sustain programs that provide professional agricultural behavioral health counseling and referral for other forms of assistance as necessary through the following:

1. Farm telephone helplines and websites

2. Training, including training programs and workshops, for the following:
 - i. Advocates for individuals who are engaged in farming, ranching, and other occupations relating to agriculture
 - ii. Other individuals and entities that may assist individuals who-
 - i. are engaged in farming, ranching, and other occupations relating to agriculture
 - ii. are in crisis
3. Support groups
4. Outreach services and activities, including the dissemination of information and materials

It is NIFA's intention to fund four grants to four separate FR SAN regional leads as a result of this FY 2020 competition: one each in the Northeast Region, North Central Region, Southern Region, and the Western Region. The maximum award for a standard grant is \$7,187,000 for a three-year project.

D. Ethical Conduct of Funded Projects

In accordance with sections [2, 3, and 8 of 2 CFR Part 422](#), institutions that conduct USDA-funded extramural research must foster an atmosphere conducive to research integrity, bear primary responsibility for prevention and detection of research misconduct, and maintain and effectively communicate and train their staff regarding policies and procedures. In the event an application to NIFA results in an award, the Authorized Representative (AR) assures, through acceptance of the award that the institution will comply with the above requirements. Award recipients must, upon request, make available to NIFA the policies, procedures, and documentation to support the conduct of the training. See [Responsible and Ethical Conduct of Research](#) for further information.

PART III. ELIGIBILITY INFORMATION

A. Eligibility Requirements

Applicants for the FR SAN must meet all the requirements discussed in this RFA. Applications may only be submitted by a collaborative state; tribal; local or regionally-based network, or partnership of qualified public and/or private entities, as determined by the Secretary. For purposes of implementing FR SAN, a network is an organizational arrangement among three or more separately operated domestic public or private entities, including the applicant organization, with established working histories in the targeted region. These collaborations may include the following entities: Indian tribes (as defined in section 4 of the Indian Self-Determination and Education Assistance Act ([25 U.S.C. 5304](#))); State departments of agriculture, State cooperative extension services; and nongovernmental organizations (NGOs). Applications submitted by individuals, or by organizations that do not involve other entities in a network or partnership, are not eligible for consideration and will be excluded from review. Failure to meet the eligibility criteria by the application deadline may result in exclusion from consideration or, preclude NIFA from making an award. For those new to Federal financial assistance, NIFA's [Grants Overview](#) provides highly recommended information about grants and other resources to help understand the Federal awards process.

Duplicate or Multiple Submissions – duplicate or multiple submissions is not allowed. NIFA will disqualify both applications if an applicant submits duplicate or multiple submissions. For those new to Federal financial assistance, NIFA's [Grants Overview](#) provides highly recommended information about grants and other resources to help understand the Federal awards process.

B. Cost Sharing or Matching

No Match Required - The FR SAN has ***NO*** matching requirement. NIFA will not factor matching resources into the review process as an evaluation criterion.

PART IV. APPLICATION AND SUBMISSION

A. Method of Application

Applicants must apply to this RFA electronically; no other method or response is accepted. The electronic application for this RFA and additional resources are available on Grants.gov and [Grants 101](#). **Table 4** provides instructions on how to obtain an electronic application. **Part II § 1** of the [NIFA Grants.gov Application Guide](#) (Application Guide) contains detailed information regarding the Grants.gov registration process.

Table 4. Steps to Obtain Application Materials

Steps	Action
Step One: Register	<i>New Users</i> to Grants.gov must register early with Grants.gov prior to submitting an application (Register Here).
Step Two: Download Adobe	Download and Install Adobe Reader (see Adobe Software Compatibility for basic system requirements)
Step Three: Find Application	Using this funding opportunity number USDA-NIFA-OP-007413 , search for application here: Opportunity Package .
Step Four: Assess Readiness	Contact an AR prior to starting an application to assess the organization's readiness to submit an electronic application.

Table 5: Help and Resources

Grants.gov Support	NIFA Support
Grants.gov Online Support Telephone support: 800-518-4726 Toll-Free or 606-545-5035 Email support: support@grants.gov Self-service customer based support: Grants.gov iPortal <i>Key Information: Customer service business Hours 24/7, except federal holidays.</i>	Phone: 202-401-5048 <i>Key Information: Business hours: Monday thru Friday, 7a.m. – 5p.m. ET, except federal holidays</i>

B. Content and Form of the Application

The [Application Guide](#) is part of the corresponding application package for this RFA. The RFA overrides the [Application Guide](#) if there is a discrepancy between the two documents. NIFA will accept subsequent submissions to an application until the application deadline. However, applicants that do not meet the application requirements, to include partial applications, risk being excluded from NIFA's review. NIFA will assign a proposal number to all applications that

meet the requirements of this RFA. Applicants must refer to the proposal number when corresponding with NIFA. **Table 6** outlines other key instructions for applicants.

Table 6: Key Application Instructions

Instruction	References (All references are to the <u>Application Guide</u>)
Attachments must be in a portable document format (PDF) format.	Part III § 3
Check the manifest of submitted files to verify attachments are in the correct format.	Part III § 6.1
Conduct an administrative review of the application before submission.	Part VII and
Follow the submission instructions.	Part IV § 1.5
Provide an accurate email address, where designated, on the SF-424 R&R.	Part IV § 1.5

Contact the [Grants.gov](https://www.grants.gov) helpdesk for technical support, and keep a record of the correspondence.

Contact NIFA if applicant does not receive correspondence from NIFA regarding an application within **30** days of the application deadline.

SF 424 R&R Cover Sheet. See **Part V § 2** and **Part V § 2.17** of the [Application Guide](#) for the required certifications and assurances.

SF 424 R&R Project/Performance Site Location(s). See **Part V § 3** of the [Application Guide](#).

R&R Other Project Information Form. See **Part V § 4** of the [Application Guide](#).

1. Field 7. Project Summary (PS)/Abstract. The PS must show how the project goals align with the project goals of the FR SAN. See **Part V § 4.7** of the [Application Guide](#) for instructions and suggested templates. The Project Summary must provide the following information in the order listed below:
 - a. Project title
 - b. List of Project Directors (PDs) and Co-PDs and their institutions/organizations
 - c. List of other collaborating institutions/organizations
 - d. Concise (250 words or less) description of the project
 - e. Funding amount requested
2. Field 8. Project Narrative (PN). The PN must not exceed 22 *1.5 spaced* pages of written text and up to 6 *1.5 spaced* additional pages for maps, figures and tables (the font size for tables should be no smaller than 11 points, Times New Roman). The page limits outlined here ensure fair and equitable competition. Please include a one-page Table of Contents in the project narrative, which will not count towards the narrative’s 28-page limit total. Appendices to the PN are allowed if they are directly germane to the proposed project. Do not add appendices to circumvent the page limit.

Your application will be reviewed and scored according to the quality of your response to the requirements in Sections A-D detailed below. In developing the Project Narrative section of your application, indicate the Section letter and number in your response, e.g., type “A.1”, “A.2”, etc., before your response to each question. Please do not combine two or more questions or refer to another section of the Project Narrative in your response, such as indicating that the response for B.2 is in C.7.

The PN must include all the following:

a. Introduction:

1. The introduction must include a clear statement of need and significance of the regional network your project proposes to create and implement. Identify the region (Northeast, South, North Central, or West), target audience (including specific minority/historically underserved farmer/farmworker groups) within the region, and explain their needs. Provide the most relevant data for the region the project will be serving, including data on stressors faced by agricultural communities and workers in states within your region, as well as data on the effects of those stressors on agricultural producers and their well-being. Provide references for data. Explain and substantiate any assumptions made.
2. Include existing (most relevant for the FRSAN program) stress assistance programs available to farmers in the identified region and briefly comment on how those programs currently collaborate/network with each other. If necessary, provide a map/table that clearly shows services currently offered to producers/agricultural businesses in the chosen region.
3. List key network members (organizations) collaborating on the proposed project. Describe how the proposed regional FRSAN project fits within the context of what is already available in the region. For example: Will the specific network be adding to/enhancing/avoiding duplication of any existing efforts? Are there programmatic gaps in the region and what are some specific resources other regions might have available that your network could tap into for the benefit of agricultural communities in your own region? What is the expected public value/significance of the regional network you will establish?

b. Proposed Approach

FRSAN seeks to fulfill four programmatic goals in each region.

1. Establish a diverse, regionally representative network of member organizations
2. Develop a clearinghouse (see “Definitions” [[Appendix III](#)]) of farmer assistance programs in the region (inclusive of programs providing professional agricultural behavioral health counseling and referral). The clearinghouse should make non-proprietary information and resources available and accessible to the other networks.
3. Educate individuals/team in your region about FRSAN activities and how they can access and use existing resources and programs in their work with agricultural workers and communities under stress.
4. Provide a range of services referenced in the legislative authorit(ies).

Given these goals, proposals should concisely and clearly present objectives, activities, and expected outcomes associated with your proposed project. All activities listed under an objective must be presented in a sequence in which the activities are expected to be performed. The sum of activities under each objective must lead to completion of that

objective within the 3-year maximum project duration. In addition, for each activity, indicate the following:

- i. Specific expected/desired result(s)/outcome(s) of the activity;
- ii. Means (e.g. tools) by which results/outcomes will be monitored, captured and measured;
- iii. How results will be used and by whom; and
- iv. Possible limitation(s) to the proposed procedures and how you plan to mitigate them.

FRSAN regional programs are expected to provide deliverables reflective of diversity in farm and ranch populations specific to their region. Describe your project team's ability and readiness to develop appropriate (i.e., ethnically-, racially-, linguistically- and socio-economically-sensitive) network, clearinghouse, training, and outreach inclusive of such audiences.

c. Project Performance Assessment Plan

Project performance assessment plans allow projects to follow and review outcomes achieved and use results to inform, refine and adjust future project plans as needed. Applicants to the FRSAN program need to submit a plan for monitoring and measuring performance of their projects. The plan must include the following elements:

1. A logic model, a theory of change, or an alternative schematic that illustrates the causal linkages between planned activities and desired outcomes.
2. A timeline to demonstrate the duration and the sequence of proposed activities, as well as division of labor (as noted in "Section D" below). Each objective might have multiple activities. Chart against a quarterly scale, so that the timeline depicts 1 year / 4 quarters for each year of the project.
3. Indicate who on the team will provide the project performance assessment oversight. NIFA encourages but does not require grantees to include on their teams a project performance measurement expert or an evaluator who can help develop the monitoring plan and conduct outcomes reporting.
 - i. Measure how farmers and ranchers are connected with USDA programs such as [Agriculture Mediation Program](#) and/or [Crop Insurance Mediation](#), and state, regional, and local field offices as appropriate.
 - ii. Measure how farmers and ranchers are connected to other governmental programs and resources through agencies such as HHS Substance Abuse and Mental Health Services Agency, Department of Labor, and Department of Veterans Affairs, as appropriate.

d. Institutional Capacity, Division of Labor and Management Plan

It is critical to have a clearly articulated management plan that describes the roles and functions of all partners, collaborators and the organizations, as related to the proposed project. Strong partnerships among complementary organizations (e.g. Indian tribes, SDAs, CES, and NGOs) with shared leadership are essential to FRSAN projects. For definitions of Partnership and Collaborator, see "Definitions" ([Appendix III](#)).

1. Provide justification for selection of the partner organizations. Clearly state each organization's previous and current work that make it a good fit for the proposed project. Briefly describe your institutions' and teams' ability to meet

the gaps and limitations in services by detailing your accomplishments from similar projects and your experiences serving producers in your region.

2. Describe how the relationship between organizations partnering on the proposed project will be managed. Describe the plans for coordination, communication, data-sharing and reporting among members of the project team and stakeholder groups, as well as with the other regional networks as appropriate.
3. Provide a brief summary of key staff that will manage the proposed project, their respective roles, and percent of time they will be dedicating to the project.
4. Describe the commitment of the lead organization and partners to this project; and how the collaboration and its impact will be sustained beyond the award period.

e. Budget and Budget Narrative:

1. There should be a direct relationship between the items in the budget and budget narrative, as well as between budget narrative and the objectives/activities contained in the Project Narrative.
2. Every item in the budget must be justified in the proposal. The amount of detail depends on the nature of the project and the breakdown of costs.
3. Proposed budgets must not exceed \$7,187,000 total (\$2,396,750 in FY20, \$2,400,000 in FY21, and \$2,400,000 in FY22).
4. Budget breakdown and budget narrative should be provided for each project year (Year 1, Year 2, and Year 3). The project start date must be September 1, 2020 and the end date must be August 31, 2023.
5. Annual budgets are to include reasonable expenses for two 2-day trips for project director, co-project director(s), and project evaluation lead to attend FRSAN project director's meetings in either the Kansas City or Washington, DC metro area. The first meeting will occur in Winter 2021 and the second in Winter 2022. The purpose of these meetings is to encourage networking among regional project teams from the four regions, meet with stakeholders, and support alignment of efforts on indicators and outcomes measures.
6. In the budget narrative, costs (e.g., personnel, materials, travel, etc.) are to be broken down and itemized rather than shown as lump sums.
7. NOTE: The budget narrative does not count toward the maximum page count stated in **PART IV, B., 3.**

f. Sustainability:

1. Describe steps you will take toward the project's sustainability beyond the life of the FRSAN grant. For example, identify opportunities (such as resources, trainings, partnerships, collaborations, funding streams) you plan to explore/develop/enhance during the life of the proposed project to help you sustain project operations after NIFA funding has expired. If planning to sustain only certain aspects of the project beyond NIFA funding, clearly identify them.
2. Include your main project sustainability activities in the proposal timeline.

The following table summarizes the sections of the Project Narrative, suggests an approximate number of pages (not including tables) to allocate to each section, and shows the evaluation criteria most relevant to each section:

Table 7: FR SAN Application Page Limits

Narrative Section	Suggested Number of Pages	Related Evaluation Criteria (see Part V § B)
Introduction	4 of 22	Relevancy
Proposed Approach	6 of 22	Partnerships and collaboration; Technical merit; Achievability
Project Performance Assessment	6 of 22	Adequacy of plans for the participatory evaluation process, outcome-based reporting, and the communication of findings and results
Institutional Capacity, Division of Labor and Management Plan	6 of 22	Partnerships and collaboration; Expertise and track record of the applicants; Adequacy of available or obtainable support personnel, facilities and instrumentation; Achievability

3. Field 12, Add Other Attachments. See **Part V § 4.12** of the [Application Guide](#).
 - a. *Commitment Letters*. PDF attachment(s). No page limits. Letters of commitment from all partners (signed by the Authorized Representative (AR) of the partnering organization) stating that the partners involved have agreed to their stated roles in the project and have agreed to abide by the Management Plan. Letters from other organizations or people whose participation is important to the success of the project, committing those collaborators to specific roles, are also encouraged. Title the attachment(s) as ‘Letter of Commitment – Organization Name’ in the document header and save file as ‘Letter of Commitment Organization Name’. Other more general letters of support (i.e., from those who are not committing to a specific role in the project) are not needed and should not be included.

Do not add any other attachments not specifically requested in this RFA. Specifically, do not attach examples of curricula or other resource materials. Attaching additional narrative or figures or tables other than those specifically requested in this RFA will result in disqualification from review.
 - b. *Check List*. Please ensure that you check off on the list below and include with project narrative. This inclusion will not count towards the narrative’s page limitation. Farm and Ranch Stress Assistance Network Program – Checklist for FY 2020 Application. This checklist is a tool to help applicants review that they have included all the forms and attachments. It is not a substitute for carefully following all the instructions in the RFA and the NIFA Grants.gov [Application Guide](#).

Table 8: 2020 FRSAN Checklist

Application Contents	2020 FRSAN Checklist	Check Off
File Name for PDF Attachment (or application form/section)	Contents (see the FY 2020 Request for Applications (RFA), the Application Package, and Instructions (NIFA Grants.gov Application Guide))	<input type="checkbox"/>
SF-424 R&R Cover Sheet Project/Perf. Site Location(s) Other Project Information	Forms in the Application Package – see instructions in the NIFA Grants.gov Application Guide for all three (3) forms	<input type="checkbox"/>
Project Summary (pdf)	Use the suggested Application Support Templates or include all of the same information on one (1) page	<input type="checkbox"/>
Table of Contents	Include a one-page table of contents	<input type="checkbox"/>
Table of Contents	Title	<input type="checkbox"/>
Table of Contents	List of Project Directors/Co-PDs & Institutions	<input type="checkbox"/>
Table of Contents	Project description - 250 words or less	<input type="checkbox"/>
Table of Contents	List of other collaborating organizations not on PD/co-PD list	<input type="checkbox"/>
Table of Contents	Logic Model and other Tools in graphic depiction	<input type="checkbox"/>
Table of Contents	Percent of total federal funds allocated to Indian tribes/SDAs/CES/NGOs	<input type="checkbox"/>
Project Narrative (pdf)	No more than 22 pages, include the following sections:	<input type="checkbox"/>
Project Narrative (pdf)	1.Introduction	<input type="checkbox"/>
Project Narrative (pdf)	2.Proposed Approach	<input type="checkbox"/>
Project Narrative (pdf)	3.Project Performance Assessment	<input type="checkbox"/>
Project Narrative (pdf)	4.Institutional Capacity, Division of Labor and Management Plan	<input type="checkbox"/>
File Name for PDF Attachment (or application form/section)	Contents (see the FY 2020 Request for Applications (RFA), the Application Package, and Instructions (NIFA Grants.gov Application Guide))	<input type="checkbox"/>
Bibliography (pdf)	Bibliography and References (no page limit)	<input type="checkbox"/>

Application Contents	2020 FR SAN Checklist	Check Off
Letter of Commitment_	Signed letter(s) that Partners have agreed to their role in the project and to abide by management plan; often multiple attachments, no page limit	<input type="checkbox"/>
Org Name (pdf attachment(s))	Organizational Information	<input type="checkbox"/>
R&R Senior/Key Person Profile (form)	Information and Biographical Sketch form for each person. Current and Pending Support is required with this application)	<input type="checkbox"/>
R&R Personal Data (form)	Providing this information is required	<input type="checkbox"/>
R&R Budget (form)	Complete the R&R budget forms	<input type="checkbox"/>
Budget Justification (pdf)	Explain each item; no page limit	<input type="checkbox"/>
R&R Sub-award Budget (form)	Required if any sub-awards	<input type="checkbox"/>
Supplemental Information Form (form)	Program Code = FR SAN	<input type="checkbox"/>
Conflict of Interest (pdf)	Complete a Conflict of Interest form for each key /senior person (Application Support Templates) then combine them into one (1) pdf document to attach.	<input type="checkbox"/>

R&R Senior/Key Person Profile (Expanded). See **Part V § 5** of the [Application Guide](#) for profile requirements, details about the biographical sketch, and suggested support templates.

R&R Personal Data. This information is voluntary and is not a precondition of award (see **Part V § 6** of the [Application Guide](#)).

R&R Budget. See **Part V § 7** of the [Application Guide](#).

1. Indirect costs (IDC) – See **Part IV § C** of this RFA for funding restrictions regarding indirect cost, and **Part V 7.9** of the [Application Guide](#) for additional information.

Data Management Plan. A DMP is required for this program. Applicants should clearly articulate how the project director (PD) and co-PDs plan to manage and disseminate the data generated by the project. The DMP will be considered during the merit review process (see **Part V § B** of this RFA, **Part III § 3.1** of the [Application Guide](#) and [NIFA’s Data Management Plan](#)).

Supplemental Information Form. See **Part VI § 1** of the [Application Guide](#).

1. Field 2. Program to which the applicant is applying. Enter the program name FR SAN and the program code Farm and Ranch Stress Assistance Network. Accurate entry is critical.

2. Field 8. Conflict of Interest List. See **Part VI § 1.8** of the [Application Guide](#).

Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants. This is required for corporate applicants. See **Part VI § 2** of the [Application Guide](#) for a description of the term, “corporation.”

C. Funding Restrictions

Indirect Cost (IDC) not to exceed 30 percent of Total Federal Funds Awarded (TFFA) of the recipient. Section 1462(a) and (c) of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (NARETPA) limits IDC for the overall award to 30 percent of Total Federal Funds Awarded (TFFA) under a research, education, or extension grant. The maximum IDC rate allowed under the award is determined by calculating the amount of IDC using:

1. the sum of an institution’s negotiated indirect cost rate and the indirect cost rate charged by sub-awardees, if any; or
2. 30 percent of TFFA.

The maximum allowable IDC rate under the award, including the IDC charged by the sub-awardee(s), if any, is the lesser of the two rates.

If the result of number one is the lesser of the two rates, the grant recipient is allowed to charge the negotiated IDC rate on the prime award and the sub-award(s), if any. Any sub-awards would be subject to the sub-awardee’s negotiated IDC rate. The sub-awardee may charge its negotiated IDC rate on its portion of the award, provided the sum of the IDC rate charged under the award by the prime awardee and the sub-awardee(s) does not exceed 30 percent of the TFFA.

If the result of number two is the lesser of the two rates, then the maximum IDC rate allowed for the overall award, including any sub-award(s), is limited to 30 percent of the TFFA. That is, the IDC of the prime awardee plus the sum of the IDC charged by the sub-awardee(s), if any, may not exceed 30 percent of the TFFA.

In the event of an award, the prime awardee is responsible for ensuring the maximum indirect cost allowed for the award is not exceeded when combining IDC for the Federal portion (i.e., prime and sub-awardee(s)) and any applicable cost-sharing (see 7 CFR 3430.52(b)). Amounts exceeding the maximum allowable IDC are considered unallowable. See sections 408 and 410 of 2 CFR 200.

Successful applicants must not use grant funds awarded under the authority of this RFA to renovate or refurbish research, education, or extension space; purchase or install fixed equipment in such space; or to plan, repair, rehabilitate, acquire, or construct buildings or facilities.

PART V. APPLICATION REVIEW REQUIREMENTS

A. NIFA's Evaluation Process

NIFA evaluates each application in a two-part process. First, we screen each application to ensure that it meets the administrative requirements as set forth in this RFA. Second, a scientific peer- review process will be used to technically evaluate applications that meet the administrative requirements using a review panel (see [NIFA Peer Review Process](#)).

Scientific Peer Review Process:

NIFA selects reviewers for the review panel based upon their training and experience in relevant scientific, extension, or education fields, taking into account the following factors:

1. the level of relevant formal scientific, technical education, or extension experience of the individual, as well as the extent to which an individual is engaged in relevant research, education, or extension activities;
2. the need to include experts from various areas of specialization within relevant scientific, education, or extension fields;
3. the need to include other experts (e.g., producers, range or forest managers/operators, and consumers) who can assess relevance of the applications to targeted audiences and to program needs;
4. the need to include experts from a variety of organizational types (e.g., colleges, universities, industry, state and Federal agencies, and private profit and non-profit organizations) and geographic locations;
5. the need to maintain a balanced composition with regard to minority and female representation and an equitable age distribution; and
6. the need to include reviewers who can judge the effective usefulness of each application to producers and the general public.

After each peer review panel has completed its deliberations, the responsible program staff of NIFA will recommend that your project is either approved for support from currently available funds or declined due to insufficient funds or unfavorable review.

NIFA reserves the right to negotiate with the PD/PI and/or the submitting organization or institution regarding project revisions (e.g., reductions in the scope of work, funding level, period, or method of support) prior to recommending any grant for funding.

After the review process has been completed, NIFA sends copies of reviews, *not* including the identity of reviewers, and a summary (if applicable) of the review panel comments to the PD.

Conflicts of interest. NIFA takes extreme care to prevent any actual or perceived conflicts of interest that may influence the review or evaluation (see [NIFA Peer Review Process for Competitive Grant Applications](#)).

B. Evaluation Criteria

NIFA will use the following criteria to evaluate this RFA:

1. *Partnerships and Collaboration.* To what extent does the application represent a substantial and effective collaborative regional network or partnership of public and/or private entities? Does the proposal include the necessary partners to meet the needs of the audience, and does it make appropriate use of the expertise and other strengths of each of the partners? Priority will be given to partnerships and collaborations that are led by or include Indian tribes, SDAs, CES, and NGOs with expertise in providing stress assistance programs to individuals who are engaged in farming, ranching, and other agriculture-related occupations. In addition, these partner organizations must have been involved and played an important role in the project design and development. Projects must also employ an equitable and appropriate decision-making and oversight process that includes all partners to be given this priority. For purposes of implementing FR SAN, a network is an organizational arrangement among three or more separately operated domestic public or private entities, including the applicant organization, with established working histories in the targeted region.
2. *Relevancy.* To what extent do the explanation and documentation convey that the project is directed toward specific topic areas identified in [Part I, B](#) in this RFA? These topics are designed to support and strengthen farmers and ranchers as defined in [7 U.S.C. 5936](#). In addition, the relevancy will be evaluated by the description of the necessity of the project based on the needs identified for the target audience, the development of project activities, and the degree to which the project addresses audience(s), needs, and the geographic area(s) served.
3. *Technical Merit.*
 - a. Clarity and delineation of objectives, activities and outcomes;
 - b. Conceptual adequacy of the proposed activities to meet the needs of the targeted region and audiences including suitability and feasibility of the approach (e.g., social, economic and cultural relevance);
 - c. Innovation and originality of objectives and activities;
 - d. Performance targets and outcomes;
 - e. Sustainability of the project partnerships and collaborations beyond the life of the grant, or a compelling explanation of how the project outcomes will be lasting if the collaboration itself is not sustained; and
 - f. Reasonableness of the budget for planned activities. (While the size of the budget is not an evaluation criterion, the reviewers will be asked to comment whether it matches logically with the program described in the narrative.)
4. *Achievability.* Probability of success of the project is appropriate given the level of originality, target audience and budget for each activity. The extent to which the applicant identifies potential pitfalls and how they will be addressed. Sufficient time commitment of project directors and co-directors for project activities including management. The plans for management and collaborative arrangements of the proposed project should be adequate, e.g., sufficient time allocated for systematic attainment of objectives; clearly defined project roles and relationships among the key participants and collaborators; plan for decision-making; and plan for administration of the proposed project and its maintenance, partnerships, and collaborative efforts. Providing training and/or offering direct services in every state/territory in the targeted region is not required in FY 2020. However, the applicant must clearly articulate where and why training and

services are being offered, as well as any rationale for areas not served and how all states (and territories, as appropriate), will be added to the network in FYs 2021 and 2022.

5. *Expertise and track record of the applicants.* To what extent does the application demonstrate expertise through successful prior experience in education, outreach, training and/or technical assistance for farmers and ranchers experiencing stress? The successful prior experience can be demonstrated by the operation of a helpline; number of training, assistance, or education activities previously carried out; number of participants of the program and/or referrals made; the number of years a program or activity has been offered; engagement with other USDA, HHS, and Veterans Affairs programs and resources that can assist; and/or other evaluation metrics. The extent to which the qualifications of the applicant (individual and team) to conduct the proposed project activities are detailed. The applicant's ability to evaluate project outcomes. The applicant's demonstration of experience and competence in serving the needs of the identified target audience.
6. *Adequacy of available or obtainable support personnel, facilities, and instrumentation.* Includes the expertise of consultants and collaborators, sufficiency of the network members and their facilities and equipment for the proposed project activities. If the application proposes to develop and/or utilize tele-delivery of services, adequacy of details provided on e-connectivity and technological requirements that are available for the project and what is required (hardware/software) by those accessing such services.
7. *Adequacy of plans for outcome-based reporting, and the communication of findings and results.* Includes the expertise of evaluation team members who have agreed to serve or who have been identified.

C. Organizational Management Information

Applicants must submit specific management information relating to an applicant prior to an award, and update the information as needed. Applicants may only have to update their information if they had previously provided the information under this or another NIFA program. NIFA provides the requisite forms during the pre-award process. Although an applicant may be eligible for award under this program, there are factors that may exclude an applicant from receiving federal financial and nonfinancial assistance and benefits under this program (e.g., debarment or suspension of an individual, or a determination that an applicant is not responsible).

D. Application Disposition

Applicants may withdraw at any time before NIFA makes a final funding decision. NIFA will retain all applications, including withdrawn applications and unfunded applications.

PART VI. AWARD ADMINISTRATION

A. General

Within the limit of funds authorized, the NIFA awarding official will make grants to responsible and eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA. The date specified by the NIFA awarding official as the effective date of the grant must be no later than September 30 of the federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. The project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by NIFA under this RFA may be used only for the purpose for which they are granted in accordance with the approved application and budget, regulations, terms and conditions of the award, applicable federal cost principles, USDA assistance regulations, and [NIFA General Awards Administration Provisions, 7 CFR part 3430, subparts A through E](#).

Award Notice. The award document will provide pertinent instructions and information as described in [2 CFR 200.210](#) (see [NIFA's Terms and Conditions](#)).

B. Administrative and National Policy Requirements

Several federal statutes and regulations apply to grant applications and the projects outlined in this RFA (some are listed here: [Federal Regulations](#)). Unless specifically noted by statute or award-specific requirements, [NIFA Policy Guide](#) applies to all NIFA awards.

C. Expected Program Outputs and Reporting Requirements

The output and reporting requirements are included in the award terms and conditions (see [NIFA Terms and Conditions](#) for information about NIFA award terms). If there are any program or award-specific award terms, they will be identified in the award.

To foster interactions and mutual learning among projects, two (2) organized conferences will be held, either by webinar, phone, and/or in person through a project directors' meeting. During these conferences, each award team will share their progress to date (including any ongoing challenges and those solved), present next steps, and consider collaboration opportunities with one or more award teams on issues of mutual interest and for joint benefit.

At the end of the grantee's final year, the grantee must prepare a final report to USDA/NIFA that summarizes all significant activities undertaken towards achieving the outcomes of the project. The report should include: basic demographics and total numbers on participants served / resources developed; tables, graphs, and other figures to facilitate comparing targeted project results with actual results, aggregated for the entire project; for projects expected to lead to measurable, documented changes in participants' learning, actions or conditions, final numbers of participants who showed/reported significant changes in learning, actions or conditions; project list of all educational materials (including web links when appropriate) produced by the project; and success stories and pictures showcasing project impacts. Reports must be received in REEport within 60 days of the end of the performance period.

PART VII. OTHER INFORMATION

A. Use of Funds and Changes in Budget

Delegation of fiscal responsibility. Unless the terms and conditions of the award state otherwise, awardees may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

Changes in Budget or Project Plans. In accordance with [2 CFR 200.308](#), awardees must request prior approval from NIFA for the following program or budget-related reasons (the awardee is subject to the terms and conditions identified in the award):

1. Change in the scope or the objective of the project or program without prior written approval (even if there is no associated budget revision requiring);
2. Change in a key person specified in the application or the federal award;
3. Disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project;
4. Inclusion of costs that require prior approval in accordance with [2 CFR 200 Subpart E \(Cost Principles\)](#), or [45 CFR Part 75 Appendix IX, \(Principles for Determining Costs Applicable to Research and Development under Awards and Contracts with Hospitals\)](#), or 48 CFR, unless waived by the federal awarding agency,
5. [Part 31, Contract Cost Principles and Procedures](#);
6. Transfer of funds budgeted for participant support costs to other categories of expense ([§200.75 Participant support costs](#));
7. Sub-awarding, transferring or contracting out of any work under a federal award, including fixed amount sub-awards (see [§200.332, Fixed Amount Sub-awards](#)), unless described in the application and funded in the approved federal awards. This provision does not apply to the acquisition of supplies, material, equipment, or general support services;
8. Changes in the approved cost-sharing or matching provided by the non-federal entity; and
9. The need for additional federal funds to complete the project.

B. Confidential Aspects of Applications and Awards

When an application results in an award, it becomes a part of NIFA transaction records, which are available to the public. Information that the Secretary of Agriculture determines to be confidential, privileged, or proprietary in nature will be held in confidence to the extent permitted by law. Therefore, applicants should clearly mark any information within the application they wish to have considered as confidential, privileged, or proprietary. NIFA will retain a copy of an application that does not result in an award for three years. Such an application will be released only with the consent of the applicant or to the extent required by law. An applicant may withdraw at any time prior to the final action thereon.

C. Regulatory Information

This program is not subject to the provisions of [Executive Order 12372](#), which requires intergovernmental consultation with state and local officials. Under the provisions of the [Paperwork Reduction Act of 1995 \(44 U.S.C. Chapter 35\)](#), the collection of information requirements contained in this notice have been approved under [OMB Document No. 0524-0039](#).

APPENDIX I: AGENCY CONTACT

Programmatic Contacts

Name	Email	Telephone
Brent Elrod	richard.elrod@usda.gov	816-926-2535
Sydney Turner	sydney.turner@usda.gov	816-926-2500

NIFA's Mailing Address:

National Institute of Food and Agriculture
U.S. Department of Agriculture
2312 East Bannister Road
Mail Stop 10000 (ten thousand)
Kansas City, MO 64131

APPENDIX II: GLOSSARY OF TERMS

Name	Acronyms
Authorized Representative	AR
Agricultural Research, Extension, and Education reform Act of 1998	AREERA
Cooperative Extension Services	CES
Catalog of Federal Domestic Assistance	CFDA
Data Management Plan	DMP
Nongovernmental Organization	NGO
National Institute of Food and Agriculture	NIFA
Request for Application	RFA
Research, Education, and Economics	REE
State Departments of Agriculture	SDA
United States Department of Agriculture	USDA

APPENDIX III: DEFINITIONS

Refer to 7 CFR 3430 [Competitive and Noncompetitive Non-formula Federal Assistance Programs – General Award Administrative Provisions](#) for additional definitions.

Terms	Definitions
Clearinghouse	An online repository of farm stress programs, curricula, resources, and training materials, and which may include referral links for suicide awareness and prevention.
Collaborator	A person or an organization that cooperates with the applicant in the conduct of the project but is not immediately connected to the management of the project.
Farmer	The term “farmer” is used in the broadest sense and should be interpreted to include agricultural farmers, ranchers, workers, business owners, and non-industrial private forest owners and managers.
Helpline	A telephone service and/or online portal that agricultural producers, workers, and family members can contact/access to get advice and referrals to address agricultural stress.
Matching	The process through which a grant recipient match awarded USDA funds with cash and in-kind contributions on a dollar-for-dollar basis. The matching funds must derive from non-Federal sources.
New Application	An application not previously submitted to a program.
Nongovernmental Organizations (NGOs)	Legally constituted, non-governmental organizations created by natural or legal persons with no participation or representation of any government and serving one (1) or more communities.
Partnership	A relationship involving close cooperation between parties having specified and joint rights and responsibilities in the management of the project.
Producer	An individual, family, or other entity in the U.S. engaged in the business of agriculture, crop, livestock, forestry, and range production, management and marketing.
Qualified Public and Private Entities	Public or private groups, organizations, or institutions that have established and demonstrated capacities to conduct projects that accomplish the purposes of the program as designated in these guidelines.
Regions	<i>See Table 2.</i>