



USDA National Institute of Food and Agriculture

Agency Update

Melanie Krizmanich

Office of Grants and Financial Management

NIFA's Agency Update

- NIFA Agency-Specific Terms and Conditions
- NIFA's Indirect Cost Website
- Update on OGFM's "Good to Great" Initiative
- Implementation of Vision-Based Strategy

NIFA Agency-Specific Terms

- April 2012
 - Update to Genetic Resources from Outside of US and the Release of Animal or Plant Genome Sequence and Distribution of Animal or Plant Genomic Resources.
- May 2012
 - Addition of Article 14., Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Awardees

Felony Conviction or Tax Delinquent Status for Corporate Awardees

- FY 2012 Ag. appropriation, Congress inserted restrictions on the expenditure of funds to enter into financial transactions with corporations that have been convicted of felonies within the past 24 months or that have federal tax delinquencies where the agency is aware of the felonies and/or tax delinquencies.

Felony Conviction or Tax Delinquent Status for Corporate Awardees

- Applicants to indicate:
 - Corporation?
 - Felony within past 24 months?
 - Federal tax delinquency?

NIFA's Indirect Cost Website - Points of Emphasis:

http://nifa.usda.gov/business/indirect_cost_process.html

- Launched in April 2012
- Target audience:
 - Small, 1st-time performing grantees (both nonprofit and commercial, for-profit)
 - Larger grantees will also benefit as we cover one and two rate methods of calculating an ICR

NIFA's Indirect Cost Website - Points of Emphasis:

- Provides step-by-step guidance re: how to calculate an ICR.
 - PowerPoint presentations are provided for both nonprofit and commercial, for-profit grantees and are linked to:
 - Blank, sample worksheets to walk through an ICR calculation; and
 - Answer keys to check your calculation

NIFA's Indirect Cost Website - Points of Emphasis:

- PowerPoint presentations are also linked to sample budgets to teach grantees how to correctly apply the ICR to their proposal budget

NIFA's Indirect Cost Website

- Points of Emphasis:

- Addresses a key cost accounting difference between non-profit and for-profit grantees:
 - Timekeeping systems and the treatment of paid absences

NIFA's Indirect Cost Website – Future Plans:

- By Calendar Year End (2012):
 - Add the three (3) rate method for calculating an ICR (fringe, OH, G&A).
 - Add sample journal entries to show how to charge the ICR in the grantees' acctg system (i.e., grant ledger)
 - Add a sample SF-425 to show how to record the ICR in Box 11 of the SF-425

NIFA's Indirect Cost Website – Future Plans:

- With these future updates, NIFA's indirect cost website will take a grantee through the entire indirect cost process:
 - Calculating the ICR(s)
 - Applying the ICR to the proposal budget
 - Charging the ICR in their accounting system
 - Reporting the ICR (and applicable direct costs) in Box 11 of the FINAL SF-425 to close the grant

Discussion Topics

- Update on OGFM's "Good to Great" Initiative
- Implementation of Vision-Based Strategy
 - Grantee Outreach Program "Pilot"
 - Value Added by Outreach Program
 - Program Structure/Timing
 - Roles and Responsibilities
 - Strategic Communications Audit and Planning
 - Value Added by Strategic Communications Audit/Planning
 - Ongoing Activities and Next Steps

Update on OGFM's "Good to Great" Initiative

- Consistent with OGFM's newly implemented Vision-Based Strategic Plan, OGFM is focused upon the following:
 - Enhancing communication, collaboration, and cooperation with external business partners and stakeholders
 - 1890 Live Outreach Meeting "Pilot"
 - Increasing stakeholder outreach and education
 - Monthly teleconferences
 - Engaging stakeholders in two-way dialogue
 - Continuous discussion regarding priorities/needs

Implementation of Vision-Based Strategy

- As part of OGFM's strategy to enhance communication, collaboration, and customer service with its grantees, OGFM is piloting the Grantee Outreach Program in order to:
 - Address high priority issues/topics specifically identified by grantees
 - Test/validate the effectiveness of a variety of communication/customer service channels
 - Strengthen the overall grant lifecycle experience for grantees
- Additionally, OGFM is currently performing an extensive Communication Audit to achieve the following:
 - Determine the effectiveness of existing internal and external communication products and activities
 - Identify gaps in communications with critical stakeholders
 - Develop a strategic/practical communications plan (internal/external) that meets the communication needs of NIFA grantees

Grantee Outreach Program “Pilot”

Value Added by Outreach Program

OGFM Strategic Goals

- Enhancing communication, collaboration, and cooperation with external business partners and stakeholders
- Increasing stakeholder outreach and education
- Engaging stakeholders in two-way dialogue



Value to Grantees

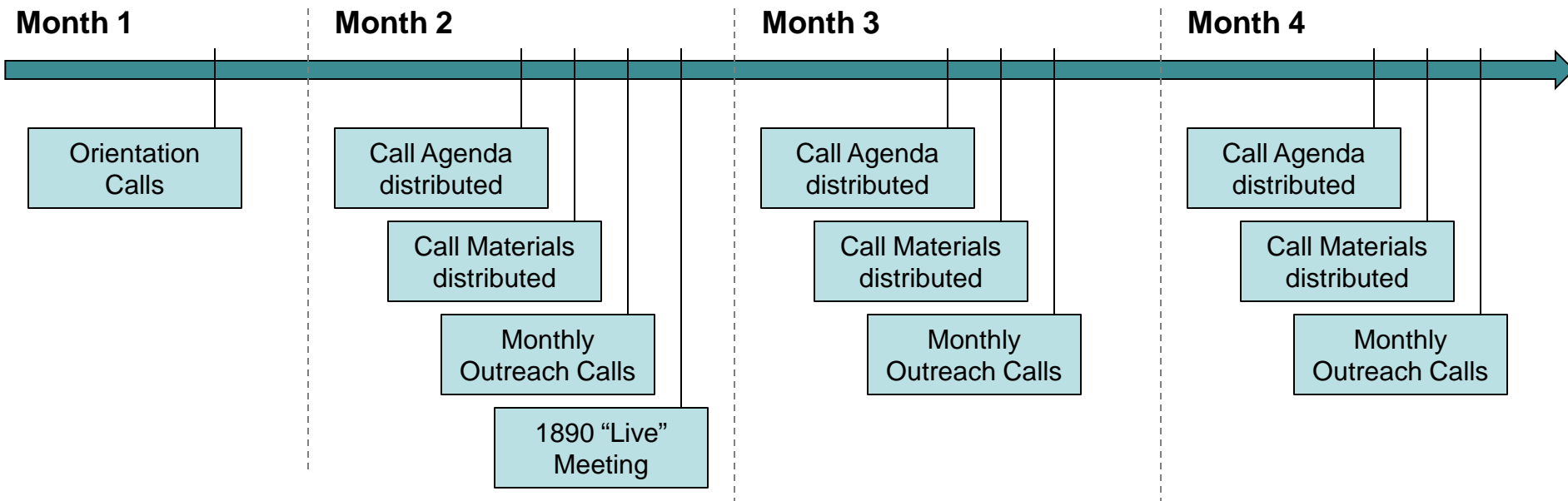
- A forum for feedback/questions on a regular basis
 - Enhanced existing knowledge on high priority topics/issues for grantee organizations
 - Greater insight on where to direct questions/requests for action
- Increased communication with/from OGFM

Grantee Outreach Program “Pilot”

Program Structure/Timeline

The following elements are included as part of the Grantee Outreach Program piloted by OGFM:

- Orientation Call/Suggested Topic Collection
- Monthly Outreach Calls (“pilot” monthly calls to continue through mid-June)
- 1890 Land Grant Institution “Pilot” Live Outreach Meeting
- Lessons Learned Review



Grantee Outreach Program “Pilot”

Roles & Responsibilities

Roles	Responsibilities
Grantee Institutions	<ul style="list-style-type: none"> • Provide input on high priority issues/topics of interest within OGFM’s grantee communities
OGFM	<ul style="list-style-type: none"> • Develop presentation agendas and materials for outreach calls/meeting • Present on the identified topics during the monthly calls • Tailor communications and outreach to best suit grantee institution needs
OGFM Assistant Director	<ul style="list-style-type: none"> • Oversee the Grantee Outreach Program and address needs and concerns of grantees

Strategic Communications Audit & Planning

Value Added by Strategic Communications Audit/Planning

OGFM Strategic Goals

- Enhancing communication, collaboration, and cooperation both internally and with external business partners/stakeholders
- Increasing stakeholder outreach and education
- Engaging stakeholders in two-way dialogue in order to improve relationships



Value to Grantees/OGFM

- Stronger identification and understanding of communication needs of internal/external stakeholders
- Greater awareness of opportunities for improvement related to communication practices
- Comprehensive plans that support more consistent and coordinated communication with grantees

Strategic Communications Audit & Planning

Recent Activities & Next Steps

- Conducted working discussions with leadership, group working discussions with staff, and distributed questionnaires internally to select OGFM and NIFA personnel
- Facilitated a Town Hall session with a group of NIFA grantees during recent live grantee outreach meeting to solicit candid feedback from grantees on communication practices/materials
- Currently reviewing and analyzing existing communication materials and practices to determine their effectiveness within OGFM and externally to grantees and key NIFA stakeholders
- Developing comprehensive, actionable communication plans that are aligned to OGFM's Vision-Based Strategic Plan and provide clear guidance/direction to leadership/staff on how to move forward most effectively in the near term

Questions?

Contact:

Andrea Brandon (abrandon@nifa.usda.gov)

Assistant Director, NIFA

Melanie Krizmanich (mkrizmanich@nifa.usda.gov)

Senior Financial Policy Specialist