

**Request for Approval under the “Generic Clearance for the Collection of Solution for Funding Opportunity Announcement”**

**TITLE:** Meat and Poultry Processing Infrastructure Grant

**USDA Agency:** Agricultural Marketing Service (AMS)

**Alignment with Information Collection Package:** (Check one)

One-Time Pilot Program.

One-Time Funding Announcement of New Program.

**Purpose:** USDA is required by 2 CFR 200.204 to announce discretionary grants and cooperative agreements and other financial assistance programs through public announcement. This includes announcements for pilot programs and **one-time funding programs**. A variety of public-facing documents are used to meet this requirement, including the Request for Applications (RFAs), Grants.gov announcements, and Notice of Award and Grant Agreement.

The Meat and Poultry Processing Infrastructure Grants are authorized by Section 1001(b)(4) of the American Rescue Plan Act (ARPA) ([Pub. L. No. 117—2](#)), which funds “loans and grants and other assistance to maintain and improve food and agricultural supply chain resiliency.” **This grant program will only be available as a one-time opportunity for eligible recipients due to limited remaining fund availability.**

If successfully selected for an Infrastructure Grant Award, respondents are not expected to spend more than 25.8 hours completing the information required. Grant applicants are required to submit their information via Grants.gov. Information collected as part of this one-time grant program, outlined in the RFA, includes the grant narrative (application) and standardized Federal forms (for which information is collected through Grants.gov). Once grant recipients are determined, AMS uses the award agreement form as its Notice of Award and Grant Agreement (NOA) as the binding contract with the Federal award recipient. The NOA outlines additional post-award requirements by which award recipients must comply, including Terms and Conditions, Administrative and National Policy Requirements (2 CFR 200.300), performance and financial reporting (AMS requires annual reporting in alignment with 2 CFR 200.329), and final close-out reporting requirements. Burden for each form is outlined below and the forms are attached for reference, and AMS staff is available to assist applicants and recipients if they have questions pertaining to the required information.

**Announcement Dates:** Mid-February/Early March

**Type of Collection:** (Check one)

Grant.

Cooperative agreement.

Other: \_\_\_\_\_

**How will information collected be submitted to the agency?**

Grants.gov

Other: \_\_\_\_\_

**Does the agency need to collect information, such as progress reports, beyond the expiration of this generic ICR (November 2025)? If so, will the agency be submitting a regular ICR package?**

Yes. Any new forms will be merged into our previously approved ICR package (0581-0240).

No.

**Announcement:**

Notice of Funding of Opportunity (NOFO)

Grants.gov Announcement

Funding Opportunity Announcement (FOA)

Request for Application (RFA)

Notice of Funding of Announcement (NOFA) (Announced in the Federal Register)

Notice of Solicitation of Application (NOSA)

Notice of Awards

Other Funding Announcement Types: \_\_\_\_\_

**Is the agency asking any questions of a sensitive nature?** If yes, provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. Include the reasons justifying why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

Yes.  No.

If yes, additional info: N/A

**Certification:**

I certify this grant or cooperative agreement to be true:

Yes.  No.

### Burden Hours, Formats, and Reporting

Brief description of information being collected (project summary, NOA, etc.)	Forms number	Number of Respondents	Number of Responses per respondent	Total Annual Responses	Burden hours per response
Request for Applications (RFA) <i>(reading)</i>	None	300	1.0000	300.00	4.00
Final Performance Report Template	0581-0240	50	1.0000	50.00	4.00
Notice of Award and Grant Agreement <i>(reading)</i>	0581-0240	50	1.0000	50.00	0.58
Amendment Request	0581-0240	125	2.0000	250.00	1.00
Interim Performance Report Template	0581-0240	50	2.0000	100.00	4.00
Project Narrative Application Template	0581-0324	300	1.0000	300.00	2.10
Suspension, Disbarment and Drug Free Certs USDA AD 1048	0505-0037	300	1.0000	300.00	0.33
<b>TOTAL</b>		<b>1,175</b>	<b>9.0000</b>	<b>1,350</b>	<b>15.01</b>

<b>COMMON FORMS</b>					
Tangible Personal Property Report Disposition Request SF-428c	4040-0018	40	1.0000	40.00	1.00
Tangible Personal Property Final Report SF-428a	4040-0018	40	1.0000	40.00	1.00
Application for Federal Assistance SF 424	4040-0004	300	1.0000	300.00	1.10
Budget document non-Construction SF-424a	4040-0008	300	1.0000	300.00	2.00
Budget document Construction SF-424d	4040-0009	200	1.0000	200.00	2.00
Request for Advance or Reimbursement SF-270	4040-0012	600	12.0000	7,200.00	1.00
Project Abstract Summary	4040-0019	300	1.0000	300.00	0.33
Federal Financial Report SF-425	4040-0014	50	2.0000	100.00	1.00
Assurances for non-Construction SF-424b	4040-0007	300	1.0000	300.00	0.33