# OMB Control Number: 0503-0028 Exp. Date: 11/30/2025

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

## TITLE: Indigenous Animals Harvesting and Meat Processing Grant Program

## USDA Agency: Agricultural Marketing Service (AMS)/ Rural Business Cooperative Service

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

[ ] One-Time Pilot Program.

[X] 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 Indigenous Animals Harvesting and Meat Processing Grant Program was authorized by Section 1001 of the American Rescue Plan (ARP) Act of 2021 (Pub. L. No. 117-2), which assists U.S. states and territories to build resilience in the middle of the supply chain and strengthen local and regional food systems. **This grant program will only be available as a one-time opportunity for eligible recipients due to limited fund availability.**

## If successfully selected for an Indigenous Animals Grant award, respondents are not expected to spend more than 24 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.

# REPORTING REQUIREMENTS FOR THIS COLLECTION – Written/Non-Forms

**A. Application Phase**

*SAM Registration and General Certifications and Representation.* To do business with the Federal government, the applicant is required to obtain a Unique Identification Number and register in the System for Award Management (SAM). Registration in SAM allows the applicant to complete the Online Representations and Certifications which replaces several paper forms. Registration in SAM is also required in order to submit applications into www.grants.gov and the registration must be updated annually.

*Project Narrative Application.* Applicants are required to submit a detailed written narrative that is limited to 20 pages not including application template and supporting documents. The narrative must clearly identify the funding category they have chosen. The narrative must also address each evaluation criteria in the order they are presented in the RFA. The evaluation criteria to be addressed are as follows:

1. Environmental Information - This document is used to collect information to determine what level of environmental review is necessary. The Agency may request additional information if needed. All answers need to be supported by appropriate documentation when applicable. Information requested will include a detailed project work plan approach to satisfy a complete NEPA review for infrastructure related to the harvesting and processing of indigenous animals.
2. Organizational Documents/Articles of Incorporation – If the applicant is a wholly owned arm or instrumentality of a tribal government, including tribal corporations, the applicant must provide their articles of incorporation, tribal charter, or other founding/establishing document(s).
3. Supporting Documents**:** 
   * *Design and Construction documents***:** For projects involving construction, include any design and construction documents relevant to the proposed project, if applicable. If selected for funding, USDA will follow the construction planning and performing development regulation at 7 CFR 4280.125.
   * *Letters of Support from relevant stakeholders***.** These include but are not limited to food sovereignty partners and initiatives, tribal Elders and cultural leaders, Tribal leaders, economic development and other partner organizations, beneficiary tribal citizens, beneficiary producers (fisheries, herd managers, ranchers, et al.), potential market buyers, and institutions of higher education. All letters should include the following:
     + Identify the stakeholder producing the letter and their connection to the project activities,
     + Describe the sustained community impact that will be supported by the proposed startup or expansion activities to be carried out under the grant, and
     + Provide further information relative to the project’s impact on the long‐term needs and goals of the community.

*Negotiated Indirect Cost Rate Agreement (NICRA)* is a document published to reflect an estimate of indirect cost rate negotiated between the Federal Government and a Grantee’s organization which reflects the indirect costs (facilities and administrative costs) and fringe benefit expenses incurred by the organization. In the absence of a NICRA, the grantee can use the de minimis rate of 10% of modified total direct costs.

*REPORTING REQUIREMENTS – FORMS APPROVED UNDER OTHER OMB CONTROL NUMBERS*

*SF-424 “Application for Federal Assistance” (Approved under 4040-0004).*  Completed once, by the applicant, at the time of application. The form is required to collect necessary information on the applicant.

*SF-424A “Budget Document” (For no-construction projects only) (Approved under 4040-0006)* Completed by applicant at the time of application used to budget and request grant funds for non-construction programs.

*SF-424B “Assurances—Non-Construction Programs” (Approved under 4040-0007).* The form is completed and submitted by applicants to provide assurances to comply with the laws, regulations and policies to which the grant is subjected. This form is submitted as part of the pre-application and if the project is selected as part of the formal application.

*SF-424C “Budget Information-Construction Programs” (Approved under 4040-0008)*

Construction Programs form is used only in construction grant applications and repair, renovation, and modernization grant application

*SF-LLL “Disclosure of Lobbying Activities” (Approved under 4040-0013)* Used by applicants to disclose lobbying activities that have been secured to influence the outcome of a Federal action.

**Announcement Dates:** Late April

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

[X] Grant.

[ ] Cooperative agreement.

[ ] Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How will information collected be submitted to the agency?**[X] 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?

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

[ ] No.

## Announcement:

## [ ] Notice of Funding of Opportunity (NOFO)

## [X] Grants.gov Announcement

## [ ] Funding Opportunity Announcement (FOA)

## [X] Request for Application (RFA)

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

## [ ] Notice of Solicitation of Application (NOSA)

## [X] 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. [X] No.

If yes, additional info: N/A

## Certification:

I certify this grant or cooperative agreement to be true:

[X] Yes. [ ] No.

## Burden Hours, Formats, and Reporting

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Brief description of information being collected (project summary, NOA, etc.) | **Form number** | **Number of Respondents** | **Number of Responses per Respondent** | **Total Annual Responses** | **Burden hours per responses** |
| Request for Applications (RFA) *(Reading)* | None | 50 | 1 | 50 | 2 |
| Project Narrative Application Template | Written | 50 | 1 | 50 | 4 |
| SAM Registration and General Certifications | None | 50 | 1 | 50 | 0.75 |
| Environmental Checklist | Written | 50 | 1 | 50 | 1 |
| Negotiated Indirect Cost Rate Agreement | Written | 50 | 1 | 50 | .5 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **TOTAL** |  | 50 | 1 | 425 | 15 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **COMMON FORMS** |  |  |  |  |  |
| Application for Federal Assistance SF 424 | 4040-0004 | 50 | 1 | 50 | 1 |
| Budget document non-Construction 424a | 4040-0008 | 25 | 1 | 25 | 2 |
| Budget document - 424b | 4040-0004 | 50 | 1 | 50 | 2 |
| SF 424c Budget Information Construction Programs | 4040- | 25 | 1 | 25 | 1 |
| SF LLL Lobbying Disclosure | 4040-0013 | 25 | 1 | 25 | 1 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |