# 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: Food Infrastructure Improvement Program (FIIP)/ CFSI (final name pending)

## USDA Agency: Agricultural Marketing Service (AMS)

**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 Food Infrastructure Improvement 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 cooperative agreement program will only be available as a one-time opportunity for eligible recipients due to limited fund availability.**

## If successfully selected for an FIIP/CFSI award, respondents are not expected to spend more than 32.22 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:** Late April

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

[ ] Grant.

[X] 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 | 56 | 1 | 56 | 4 |
| Project Narrative Application Template | 0581-0324 | 56 | 1 | 56 | 2.1 |
| Notice of Award and Grant Agreement *(Reading)* | 0581-0240 | 56 | 1 | 56 | 0.5833 |
| Project Beneficiaries Questionnaire | 0581-0240 | 56 | 1 | 56 | 0.3333 |
| Accounting System and Financial Capability Questionnaire | 0581-0240 | 56 | 1 | 56 | 0.3333 |
| Suspension, Disbarment and Voluntary Exclusion Lower Tier Covered Transactions USDA AD 1048 | 0505-0027 | 56 | 1 | 56 | 0.3333 |
| Amendment Request | 0581-0240 | 56 | 2 | 56 | 1 |
| Interim Performance Report Template | 0581-0240 | 56 | 2 | 56 | 4 |
| Final Performance Report Template | 0581-0240 | 56 | 1 | 56 | 4 |
| State Application | None | 56 | 1 | 56 | 2.1 |
| **TOTAL** |  | **560** | **12** | **560** | **18.7832** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **COMMON FORMS** |  |  |  |  |  |
| Application for Federal Assistance SF 424 | 4040-0004 | 56 | 1 | 56 | 1.1 |
| Request for Advance or Reimbursement SF-270 | 4040-0012 | 56 | 12 | 672 | 1 |
| Federal Financial Report SF-425 | 4040-0014 | 56 | 2 | 112 | 1 |
| Tangible Personal Property Report Disposition Request SF-428c | 4040-0018 | 56 | 1 | 56 | 1 |
| Tangible Personal Property Final Report SF-428b | 4040-0018 | 56 | 1 | 56 | 1 |
| Budget document non-Construction 424a | 4040-0008 | 56 | 1 | 56 | 2 |
| Project Abstract Summary | 4040-0019 | 56 | 1 | 56 | 0.3333 |
| Budget document Construction SF-424d | 4040-0009 | 56 | 1 | 56 | 2 |
| Budget document - 424b | 4040-0004 | 56 | 1 | 56 | 2 |
| CCC 860 | 0560 - 0297 | 56 | 1 | 56 | 2 |
| **TOTAL:** |  | **560** | **22** | **1232** | **13.4333** |
|  |  |  |  |  |  |
| **GRAND TOTAL:** |  | **1120** | **34** | **1792** | **32.22** |