# **Application**

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| --- |
|[ ]  All Attachments in 12-point font and 1-inch margins; in PDF; no special characters or spaces in file names; and not protected |
|[ ]  AFRI Project Type Form required only if submitting to AFRI  |

# **SF424 (R & R): Cover Sheet**

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|[ ]  Field 4: Previous award number (for Renewals only) |
|[ ]  Field 18: Not needed - [SF LLL, Disclosure of Lobbying Activities Form](https://www.gsa.gov/forms-library/disclosure-lobbying-activities) |

# **NIFA Supplemental Information**

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|[ ]  Field 4: Public/State Controlled Institution of Higher Education |
|[ ]  Field 5: 1862 Land-Grant University |
|[ ]  Field 6: Yes | ASAP Recipient ID: 1790636 |
|[ ]  Field 8: COI list is required for each Senior Person as a single file | [COI Template](https://nifa.usda.gov/resource/application-support-templates)AFRI Only: Filename: “ConflictofInterest” |

# **Research & Related Personal Data**

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|[ ]  Voluntary for PD/PI and Co-PD/PIs only |

# **Research and Related Other Project Information**

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|[ ]  Field 1: Human Subject Information, if applicable (Assurance: 00008584) |
|[ ]  Field 2: Vertebrate Animals Information, if applicable (Assurance: A3118-01) |
|[ ]  Field 3: Proprietary or privileged information identified, if applicable |
|[ ]  Field 4: Potential impact on the environment, if applicable |
|[ ]  Field 5: Research performed as historic place, if applicable |
|[ ]  Field 6: International collaborators, if applicable |
| **Field 7: Project Summary** |
|[ ]  Approximately 250 words | [Project Summary Template](https://nifa.usda.gov/resource/application-support-templates)  |
|[ ]  Statement on overall project goal(s) and supporting objectives, plans to accomplish the goal(s) and relevance of project to the goals of the program |
|[ ]  No proprietary information |
|[ ]  AFRI Only: Header: “Project Summary” | Filename: “ProjectSummary”  |
| **Field 8: Project Narrative** |
|[ ]  See Part IV.B. in the applicable RFA (Part IV.C. for AFRI) |
|[ ]  AFRI Only: Header: “Project Narrative” | Filename: “ProjectNarrative”  |
| **Field 9: Bibliography & References Cited** |
|[ ]  Names of all authors (in the same sequence in which they appear in the publication) – no et al |
|[ ]  No URLs, unless bibliographic citation |
|[ ]  AFRI Only: Header: “Bibliography & References Cited” | Filename: “BibliographyReferencesCited”  |
| **Field 10: Facilities & Other Resources** |
|[ ]  Identify the facilities to be used (Laboratory, Animal, Computer, Office, Clinical and Other) |
|[ ]  State the capacities, pertinent capabilities, relative proximity, and extent of availability to the project, if applicable |
|[ ]  Does not quantify or specify exclusive use of resources (Cost Share) |
|[ ]  AFRI Only: Header: “Facilities & Other Resources” | Filename: “FacilitiesOtherResources”  |
| **Field 11: Equipment** |
|[ ]  List major items of equipment already available for this project |
|[ ]  Identify location and pertinent capabilities |
|[ ]  Does not quantify or specify exclusive use of resources (Cost Share) |
|[ ]  AFRI Only: Header: “Equipment” | Filename: “Equipment”  |
| **Field 12: Other Attachments** |
|[ ]  [Felony and Tax Certification](https://nifa.usda.gov/resource/application-support-templates) (“FelonyTaxCertification”) |
|[ ]  [IRS 501(c)(3) Status](https://www.obfs.uillinois.edu/bfpp/section-18-taxes/section-18-12), if applicable (“IRS501(c)(3)Status”) |
|[ ]  Cooperation and Institutional Units Involves (Letter of Support), if applicable |
|[ ]  Appendices to Project Narrative, if applicable (“Appendices”) |
|[ ]  Collaborative Arrangements (Letter of Support) – single file, if applicableAFRI Only: Header: “Documentation of Collaboration” | Filename: “Collaboration” |

# **Research and Related Senior/Key Person Profile**

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| **Biographical Sketch** |
|[ ]  Required for all Key Personnel |
|[ ]  Recommended Headers: Education and Training, Research and Professional Experience, Collaborators and Affiliations (for conflicts of interest), Publications and Synergistic Activities |
|[ ]  Two (2) pages, excluding publication listings |
|[ ]  Names of all authors (in the same sequence in which they appear in the publication) – no et al |
|[ ]  AFRI Only: Header: “Biographical Sketch” | Filename: “BiographicalSketchLastname”  |
| **Current and Pending Support** |
|[ ]  Required for all Key Personnel, even nothing | [C&P Template](https://nifa.usda.gov/resource/application-support-templates) |
|[ ]  Total award amount for the entire award period (including indirect costs) as well as the number of person-months per year to be devoted to the project by the senior/key person, regardless of source of support |
|[ ]  AFRI Only: Header: “Current & Pending Support” | Filename: “CurrentPendingSupportLastname”  |

# **RR FedNonFed Budget**

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|[ ]  List only individuals who will receive funding |
|[ ]  Current Salary Cap ([NIFA RTC](https://nifa.usda.gov/terms-and-conditions)) is $166,500 |
|[ ]  Justification follows the same order as the budget (no page limit) |
|[ ]  AFRI Only: Header: “Budget Justification” | Filename: “BudgetJustification”  |

# **Project/Performance Site Location(s)**

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|[ ]  Ensure information matches Institution Information Sheet |