



**NORTH CENTRAL
EXTENSION
RISK
MANAGEMENT
EDUCATION**



United States Department of Agriculture
National Institute of Food and Agriculture

Extension Risk Management Education Competitive Grants Program

Webinar will begin at
10:00 a.m. Central Time

You do not need your
camera or microphone.
Participants can ask
questions and add
comments via the
Chat box.

2021 RFA


Applicant Webinar

September 30, 2020

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bottom of the Zoom
window and click on the
Chat icon to see the Chat
box.

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United States Department of Agriculture
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2021 RFA

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September 30, 2020

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Outline

- Risk Management Overview
- Request for Applications
- Evaluation Criteria
- Completing the Application



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Risk Management Overview



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Risk Management Overview

Risk:

Possible adverse event that has the potential to interfere with:

- Business entity's financial stability,
- Ability to achieve mission



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Risk Management Overview

Universe of Risk:

- Production
- Marketing
- Financial
- Legal
- Human



Available in English and Spanish on the following webpage: <https://ncerme.org/about/history/about-the-north-central-extension-risk-management-education-center/>

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Risk Management Overview

Risk Management:

- Tools and strategies reducing financial effects of risk.
- Ability to run a business in rapidly changing business environment.



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Risk Management Overview

Extension Risk Management Education



Mandate and Mission

- **Agricultural Risk Protection Act of 2000**
 - Education for producers in the “full range of risk management activities”
- **2018 Farm Bill**
 - Education for producers underserved by Federal crop insurance



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Risk Management Overview

Program Goal:

Participants in education programs achieve specified risk management results



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Risk Management Overview

What are Proposed Risk Management Results?

- **Measurable and verifiable risk management actions that participants understand, analyze, develop, decide or implement**
- **Within six to 18 months**



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Risk Management Overview

Proposed Results and the Theory of Change

- **How** will your project lead farmers and ranchers to the desired risk management results?
- **What** are your assumptions and rationale?
 - Why will your efforts/activities make a difference?
 - What gaps does your project aim to fill?
 - Why is this significant?



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Risk Management Overview

Proposed Results and the Theory of Change

- **Why** does your project matter?
 - Improved risk management results for farmers and ranchers
 - Improved project performance
 - Increased impacts for broader risk management education efforts



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Risk Management Overview

What are Long-Term Impacts?

- Projects help participants learn, achieve, or apply “best risk management practices”
- Methods and indicators that measure the use of these practices help document long-term impact



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Risk Management Overview

- A grant awarded is **an investment** made by the North Central Extension Risk Management Education Center to help producers achieve the proposed risk management results.



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Risk Management Overview

- **Return on investment:** changed behavior or actions taken by participants resulting in increased ability to manage risk.



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Risk Management Overview

- The Extension Risk Management Education program is committed to:
 - **Fostering** risk management results with real impacts for producers
 - **Documenting** impacts through comprehensive, retrospective evaluation efforts
 - **Demonstrating** impacts through evaluation results, success stories, and outstanding projects



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Request for Applications



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Request for Applications

2021 RFAs

- Two RFAs
 - ERME RFA
 - ERME Underserved Producers RFA
- Released on September 15
- Deadline to submit applications is **November 19, 2020 by 5:00 PM CST**
- All applicants will be notified no later than February 12, 2021



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Request for Applications

ERME RFA

- Education for producers in the “full range of risk management activities”

ERME Underserved Producers RFA

- Education for producers underserved by federal crop insurance
 - Identification and justification of targeted producer audiences left to applicant
 - Priorities include crop insurance and related risks, issues, and practices



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Request for Applications

ERME RFA Grant Categories

Exploratory Projects for planning, development, or piloting efforts

- Goal of establishing an educational program, delivery plan, and collaboration that leads to a proposal for competitive grant funding in the next RFA
- \$5,000 maximum
- Project timeline is March 1, 2021 - October 31, 2021
- Abbreviated application template
- Special instructions: <http://ncerme.org/funding/apply-for-funding/>
(See step 5)



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Request for Applications

ERME RFA Grant Categories

Education Projects: Projects can address any of the five risk areas

- Programs should provide decision tools, practices, and other risk management strategies that producers can adopt to manage risk and improve their economic viability
- Consider emphasis on the North Central Center regional priorities
- \$50,000 maximum
- Project timeline is April 1, 2021 – September 30, 2022 (18 months)
- Quarterly progress reports & final report
- No extensions



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Request for Applications

ERME RFA Priority Language

- **Exploratory Projects**
- **Farm and Ranch Family Wellness**
- **Market and Business Opportunities**
- **Business Climate and Resiliency**
- **Environmental Stewardship and Legal Risks**
- **Educational Projects with Mixed/Multiple Delivery Methods**



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Request for Applications

ERME Underserved Producers RFA

Education Projects: Projects can address any relevant risk areas, recognizing that funding is specifically designated for the delivery of risk management education to agricultural producers underserved by crop insurance

- Programs should provide decision tools, practices, and other risk management strategies that producers can adopt to manage risk and improve their economic viability
- Consider emphasis on the North Central Center regional priorities
- \$100,000 maximum
- Project timeline is April 1, 2021 – September 30, 2022 (18 months)
- Quarterly progress reports & final report
- No extensions



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Request for Applications

ERME Underserved Producers RFA Priority Language

- Financial Management and Resiliency
- Risk Management for Livestock Producers
- Small, Beginning, or Diversified Operations
- Noninsurable Risks
- Educational Projects with Mixed/Multiple Delivery Methods



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Evaluation Criteria



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Evaluation Criteria

ERME RFA

- Proposed Results 40%
- Regional Priorities 10%
- Results Verification 10%
- Producer Demand 15%
- Team/Organizational Capacity & Collaborators 15%
- Review of Past Projects, Innovative Approach and Wide Application 10%

ERME Underserved Producers RFA

- Proposed Results 40%
- Regional Priorities 10%
- Results Verification 10%
- Underserved Audience 20%
- Team/Organizational Capacity & Collaborators 15%
- Innovative Approach and Wide Application 5%



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Evaluation Criteria

Proposed Results – 40%

- **Single most important factor in funding decisions**
- **Clear statement of what you “anticipate producers will understand, analyze, develop, decide or implement”**
- **Realistic and attainable estimated producer numbers**
- **Relative level of rigor associated with producer actions**
- **Specific, measurable and verifiable**



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Evaluation Criteria

Looking at Proposed Results

- **What is the risk management improvement for producers?**
- **What is the producer action?**
 - Understand, Analyze, Develop, Decide, Implement
 - “Understand” is the weakest action; “Implement” is the strongest action
 - Plan the results to get the strongest actions possible



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Evaluation Criteria

Looking at Proposed Results

- **What is farm or ranch economic viability?**
 - To improve profitability
 - To increase opportunities for equity growth over time



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Evaluation Criteria

Regional Priorities - 10%

- **The degree to which proposed results address regional priorities as identified in the RFA**
- **Caveats**
 - **If addressing regional priorities, ensure they are an integral part of the project**
 - **Projects that do not address regional priorities are still valued and will be considered**



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Evaluation Criteria

Results Verification– 10%

How effective is the plan for evaluating and tracking producer progress toward achieving the proposed risk management results?

- How and when will results be measured?
- How will you verify risk management results were achieved?
- How will you establish & identify indicators for long-term results?



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Evaluation Criteria

Why verify?

Think about the why measure question as you create the what to measure plan.

- **Serve interests/relevance to producers**
 - Measure changes in producer knowledge
- **Serve interests of your program and the overall ERME program**
 - Improve program planning and performance
 - Demonstrate impacts and public value



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Evaluation Criteria

How will you verify?

What methods and questions will allow you to verify your results and impacts?

- **Make sure proposed results are measurable or have measurable indicators**
- **Consider evaluation and verification steps when planning education efforts**
- **Frame questions to appropriately and effectively deliver evaluation measures**
- **Plan for additional standardized, retrospective evaluation question on “understanding”**



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Evaluation Criteria

ERME RFA

Producer Demand - 15%

- Document the willingness of producers to participate
- Survey results; follow-up evaluations from prior workshops; benchmark information on participants' knowledge level and attitude
- A statement of risk management needs without any evidence of actual producer demand will not meet the requirements of this criterion.

ERME Underserved Producers RFA

Underserved Audience - 20%

- Evaluation based on the ability to define:
 - Who the producers are that are underserved by crop insurance
 - Why there is a low level of crop insurance participation and availability
 - Why existing crop insurance products do not provide an effective risk management tool
 - Why these producer types are not normally reached through other risk management tools or education offerings; this may include targeted underserved producer groups as identified in the RFA.
- Demonstrate how this audience will achieve access and participation through the proposed risk management education.



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Evaluation Criteria

Team/Organizational Capacity & Collaborators – 15%

- Equal value to team and collaborators.
- Skills, knowledge, and experience of team and organization to effectively deliver risk management education projects.
- Important to identify your project team the specific role each will have in the project



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Evaluation Criteria

Team/Organizational Capacity & Collaborators – 15%

- Evaluate how well-engaged collaborators will increase the likelihood of farmer/rancher participation and strengthen the project
- Collaborators provide technical expertise/knowledge.
- Collaborators provide access to your target audience.
- Collaborators are not part of the day-to-day management of the project.



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Evaluation Criteria

ERME RFA Review of Past Projects, Innovative Approach & Wide Application – 10%

- The ability to build upon or collaborate with at least 2 previously funded ERME projects or alternatively, how it is a unique and innovative project.
- Innovative approaches to develop or deliver training, materials, or tools.
- Potential application of program, materials, and techniques to other areas, audiences, and situations.

ERME Underserved Producers RFA Innovative Approach & Wide Application – 5%

- The extent to which a project employs innovative approaches to develop or deliver training, materials, or tools.
- The extent to which program might have wide application; including adopting materials to specialized audiences, marketing and promotion techniques, eliciting high interest in crop insurance strategies with new methodologies, etc.



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Completing the Application



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COVID-19 Resources

North Central Extension Risk Management Education Center

About us.....Established in 2001, the North Central Extension Risk Management Education Center funds results-based, producer-focused, competitive grants with funding from the [National Institute of Food and Agriculture \(NIFA\)](#). We are located at the [University of Nebraska-Lincoln](#). Serving the states of Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, and Wisconsin; the Center provides funding annually for individual programs which directly benefit the agricultural producer through a competitive application process.

Our mission and the mission of the national program is educating America's farmers and ranchers to manage the unique risks of producing food for the world's table.


2021 ERME Request for Applications Announced – Two Funding Opportunities!
Deadline: November 19, 2020


- 2021 ERME RFA
- 2021 ERME Underserved Producers RFA

News


- Two Funding Opportunities: 2021 ERME RFA and ERME Producers Underserved by Crop Insurance RFA are now open
- 2020 Funded Projects Announced
- Cornhusker Economics 2020
- 2020 North Central Outstanding Project Award
- New Funding Opportunity – ERME Underserved Producers RFA – Closed
- 2020 ERME National Conference Denver, Co; Presentations available

2019 ERME Progress Report




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COVID-19 Resources

ERME RFA – How to Apply

The North Central Extension Risk Management Education Center, in conjunction with the Northeast, Southern and Western Regional Centers announce the availability of a competitive grant opportunity and requests the submission of applications. This funding opportunity focuses on educational projects designed to help agricultural producers improve their economic viability through targeted risk management strategies. The North Central Center will consider applications in two categories: 1) 18-month Education Projects (awards of up to \$50,000) to be conducted between April 1, 2021 and September 30, 2022 and 2) Exploratory Projects (awards of up to \$5,000) to support planning, development, and piloting efforts that are expected to lead to a future educational project (project period of March 1 – October 31, 2021).

The North Central Center will deliver an Applicant Webinar on September 30, 2020 at 10:00 AM CDT. Please email clockerQ@unl.edu to receive details on how to join the webinar.


Recent needs assessment reports provide some insight into issues and challenges facing agricultural producers at the present time and some supporting material behind the priority issues identified in the RFA.

- NCERMEC Producer Risk Management Education Needs Assessment – August 2020
- NCERMEC Special Emphasis and Underserved Producers Risk Management Education Needs Assessment – August 2020

How to Apply

Download and read the [2021 North Central ERME Request for Applications](#) carefully.

1. View the [Application Resources](#) which have been developed to help applicants prepare a successful proposal, and which provide a full explanation for every item requested in the application. Applicants are especially encouraged to utilize the Application Tutorial.
2. Registration Information: If you are already registered in the RVS, skip to step 4. To register, use this link to access the [Extension Risk Management Education Results Verification System](#). Select "Register" and complete the form in order to create a new account. A registration confirmation containing a link back into the system will be sent via email. (If you do not receive the confirmation email within 15 minutes, please check your spam folder.) To complete your registration, visit the enclosed link.
3. Login to RVS (rvs.unm.edu) using your email address and password, which will take you to the "My Projects" page. To begin a new Application, select "Start New Application" and then the "North Central ERME" tab under Active Funding Opportunities.
4. Select the appropriate grant category (2021 Education Projects or 2021 Exploratory Projects), and click the green "Start New Application". Complete each section in the Table of Contents on the left sidebar and follow the instructions accessible on each page of the application via the orange button.
5. **Exploratory Project Instructions:** If you are completing an Exploratory Project application, review these special instructions to assist you in completing the application.


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RESULTS VERIFICATION SYSTEM

Register

"THE NEW STANDARD FOR ONLINE REPORTING SYSTEMS."

Information flows from the start of a proposal to the final report

Proposals focused on results

Easy-to-use reporting web app

EMAIL ADDRESS

PASSWORD

[Forgot your password?](#)

☐ Keep me logged in

Log In

<http://rvs.umn.edu>

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Completing the Application

- **Register** and log back into the system
- **My Projects:** click on "Start New Application"

RESULTS VERIFICATION SYSTEM

Logout

Settings

Start New Application


My Projects **Projects to Evaluate**

Funder	Project	Project Director	Year	Stage	Status
	D 2021 ERME Education Proposal	Curtis Mahnken	2021	Application	Due 9/15/2020 at 12:00 AM (Central)
	D 2021 ERME Exploratory Proposal	Curtis Mahnken	2021	Application	Due 9/15/2020 at 12:00 AM (Central)
	D 2021 ERME Underserved Proposal	Curtis Mahnken	2021	Application	Due 9/15/2020 at 12:00 AM (Central)
	D 2020 Education Projects Reporting - CFFM	Curtis Mahnken	2020	Progress Report #1	Due 7/1/2020
	NC NCERME Test	Christine Lockert	2020	Application	Not Submitted, Archived


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Completing the Application



**RESULTS
VERIFICATION
SYSTEM**



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[Logout](#)
[Settings](#)




NEW APPLICATION


[« Back to My Projects](#)

ACTIVE FUNDING OPPORTUNITIES

[All Available Funding](#)
[North Central ERME](#)
[Northeast ERME](#)
[Southern ERME](#)
[Western ERME](#)


North Central Extension Risk Management Education Center

  	2021 Exploratory Projects (\$5,000 maximum)	Application Resources	RFA	Start New Application
	2021 Education Projects	Application Resources	RFA	Start New Application
	2021 Underserved Producer	Application Resources	RFA	Start New Application



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RESOURCES

Review these valuable resources:

- As well as the Instructions tab available on each application

[Application Tutorial](#)

[Application Tutorial - Underserved Audience Funding Opportunity](#)

[Reporting Tutorial](#)

[ERME Budget Form](#)

[ERME Budget & Budget Narrative Instructions](#)

[ERME Sample Budget Narrative](#)


[ERME Cover Sheet \(SF 424\)](#)

[ERME Cover Sheet Instructions](#)

[RFA Definitions](#)

[ERME Retrospective Evaluation Presentation](#)

<http://extensionrme.org/Resources.aspx#RVS>



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ERME RFA

- Important Information
- Project Information
- Project People
- Project Overview
- Producer Demand**
- Proposed Results
- Project Steps
- Project Results Narrative
- Audience Emphasis
- Review Past Projects**
- Additional Regions
- Organizational Capacity
- Project Team
- Project Collaborators
- Tools and Curriculum
- Amount Requested
- Budget Narrative
- Required Documents
- Final Checklist

ERME Underserved Producers RFA

- Important Information
- Project Information
- Project People
- Project Overview
- Underserved Audience**
- Proposed Results
- Project Steps
- Project Results Narrative
- Audience Emphasis
- Additional Regions
- Organizational Capacity
- Project Team
- Project Collaborators
- Tools and Curriculum
- Amount Requested
- Budget Narrative
- Required Documents
- Final Checklist

IMPORTANT INFORMATION

Do not use the "forward" or "back" buttons of your browser. Your data will not be saved unless you use the system navigation.

You may enter your input sequentially, or click on any section on the left menu bar to input your information in the order you choose.

Instructions are available for each section of input by clicking on the "Instructions" button located in the upper right portion of the screen.

Until you submit, you can return and edit it as frequently as you wish.

North Central Extension Risk Management Education Center
University of Nebraska - Department of Agricultural Economics
303 Filley Hall
Lincoln, NE 68583-0922
Phone: 402-472-2039
Email: clockert2@unl.edu
Website: <http://www.ncrme.org/>

SAVE & EXIT

VIEW WORD

VIEW PDF

SUBMIT

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2021 ERME Education Proposal

PROJECT PEOPLE

Instructions

Change

PROJECT DIRECTOR

Curtis Mahnken
Extension Economist
1994 Buford Ave
St. Paul, MN 55108
cmahnken@umn.edu
(612)624-7585

CO-PROJECT DIRECTOR Add New

PROJECT CONTACT Add New

PROJECT ACCESS USER Add New Remove

Christine Lockert
Grants Coordinator
University of Nebraska-Lincoln
NCERMEC
208C Filley Hall
Lincoln, NE 68583-0922
clockert2@unl.edu
402-472-2039

Multiple people can have access to the application by adding them to the Project People page -- must be registered in RVS.

SAVE & EXIT

VIEW WORD

VIEW PDF

SUBMIT

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Results

Result
(25 word limit)

Words: 0

Risk area

-- Pick Risk Area --

Risk management topic

Producer action

☐ Understand - learn, increase awareness, identify
 ☐ Analyze - evaluate, investigate, assess, review, consider.
 ☐ Develop - write, conduct, obtain, create
 ☐ Decide - commit to, indicate, choose
 ☐ Implement - adopt, establish, incorporate, initiate, use

Estimated number

When measured?

How will you verify?
(10 words or less)

Words: 0

Save

Cancel

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Completing the Application

Proposed Results

Questions to ask yourself:

- Do the proposed results that I have listed have a direct relationship to the producer's ability to manage risk?
- What is the producer action?
 - Is it identified correctly?
 - Understand, Analyze, Decide, Develop or Implement?
- Are they specific, measurable and verifiable?



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Completing the Application

Project Team

The Project Director (co-PD) and all others who will actively participate in the development, delivery, and management of the project – whether from the applicant organization or not.

- Letters of commitment are not required unless the person is a consultant or part of a sub-award.
- Any required documents will need to be uploaded on this page at the time of entry. The contributor **cannot be saved** until the consultant/sub-award materials have been **uploaded**.



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Completing the Application

Project Collaborators

People or organizations who will bring expertise or provide access to your target audience, but who are not involved in the day-to-day management of the project.

- A letter of commitment is required from every collaborator.
- The collaborator **cannot be saved** until the required letters/documents have been uploaded to this page.



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Completing the Application

Letters of Commitment

- Letters are required from those listed as project collaborators, and any consultant/sub-award.
- Must identify their specific **responsibilities** and/or **contributions**.
- Form letters will **not** be considered.
- **Signed** and **dated** letters must be written on the **letterhead** of the collaborator's organization, addressed to Dr. Bradley Lubben.
- Upload as a PDF



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Completing the Application

Sub-award

- Not to exceed 49% of the requested budget
- Separate Budget
- Separate Budget Narrative
- Letter of Commitment from the subcontractor organization that also includes a clear Scope of Work outlining their portion of the work to be completed



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Completing the Application

Consultants

- Letter of Commitment that also outlines their Scope of Work, rate of pay, hours to be paid, travel, etc.
- Abbreviated **2-page** resume or curriculum vita for each consultant.
- Upload as a combined PDF file under Project Team or Project Collaborators section as appropriate.



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Project Collaborators

Name *

Organization *

Email Address *

Phone Number *

Role *

Is this a

- ☒ Applicant Organization Member
- ☐ Non-Applcant Organization Member
- ☐ Consultant
- ☐ Sub-Award

Complete Package

Select a new letter to upload (PDF required)

View Letter

Choose File | No file chosen

Save Cancel

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Review of Past Projects

HOME GRANT FUNDS FUNDED PROJECTS AG RISK LIBRARY RESOURCES CONTACT CONFERENCES

COMPLETED PROJECTS

ALL FUNDED PROJECTS

SUCCESS STORIES

Completed Projects

View the specific results of Extension Risk Management Education Completed Projects.
Search projects from specific years, regions, states, or risk management education topics.

Search Criteria

Year(s): 2016 ☒

Region(s): All ☒

State(s): All ☒

Topic(s): All ☒

Audience Group(s): All ☒

Update Results

55 records found

Overview Participation Summary Keys To Success Stories Unexpected Results Project Improvements Results

Project Leaders

Expand All? • No • Yes

Implementing risk management practices to improve economic viability with 80 socially disadvantaged producers in San Elizario, Texas

Award Amount: \$48,995
Institution: National Immigrant Farming Initiative Inc.
Project Director: Rigoberto Delgado (rigo@immigrantfarmers.org)
Funding Opportunity: Southern ERME - 2016 Education Projects
Summary

Award Amount: \$48,869
Institution: National Center for Appropriate Technology
Project Director: Tammy Howard (tammyh@ncat.org)

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Budget Narrative

- The budget narrative should provide an explanation of how the proposed expenditures support your project.
- Refer to the **budget instructions** for required information for each line item.
 - Resources or Appendix A of the RFA
 - Sample Budget Narrative
- Make sure amounts on the budget and budget narrative correspond.



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ERME Budget Form

	Totals (\$)
Section A, Senior/Key Person	7500
Section B, Other Personnel	1500
Total Number Other Personnel	
Total Salary, Wages and Fringe Benefits (A+B)	9000
Section C, Equipment	Not Allowable
Section D, Travel	5025
1. Domestic	5025
2. Foreign	Not Allowable
Section E, Participant/Trainee Support Costs	
Section F, Other Direct Costs	7800
1. Materials and Supplies	500
2. Publication Costs	Not Allowable
3. Consultant Services	
4. ADP/Computer Services	Not Allowable
5. Subawards/Consortium/Contractual Costs	5000
6. Equipment or Facility Rental/User Fees	
7. Alterations and Renovations	Not Allowable
8. Other 1	300
9. Other 2	2000
10. Other 3	
Section G, Direct Costs (A thru F)	21825
Section H, Indirect Costs	5674
Section I, Total Direct and Indirect Costs (G + H)	27499
Section J, Fee	Not Allowable

Download and save the form to your computer, then work from the new file

Enter numerals only (no comma, no decimal)

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FAQ about the Budget

Can we claim Indirect Costs (facilities and administrative costs)?

- Indirect Costs on awards under this program may not exceed the lesser of the institution's official negotiated indirect cost rate or the equivalent of 30% of the total Federal funds awarded.
 - The 30% of total Federal funds limitation is equivalent to 42.857% of the total direct costs of an award.
- If your organization does not have a federally negotiated indirect cost rate, a F&A rate of 10% Modified Total Direct Cost will be allowed.



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FAQ about the Budget

Can we use grant funds for food/meals?

Generally, no. Only if it is a working meal conducted in a business atmosphere and maintains the continuity of the meeting and to do otherwise will impose arduous conditions on the meeting participants.

- Solution to providing meals for workshops etc., use registration fees to cover these meal expenses or have a sponsor.
- Meals consumed while in official travel status do not fall in this category.



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FAQ about the Budget

Can we charge clerical wages?

Salaries of administrative and clerical staff should normally be treated as indirect costs.

- These costs **may** be appropriate in certain cases, please see the Budget and Budget Narrative Instructions (Salaries) for the conditions that must be met.
- General administrative duties such as answering telephones, filing, typing, or accounting duties are **not** considered acceptable.



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Required Documents

- Signed ERME Cover Sheet (SF424)
- Completed budget form
- Upload as PDF files
- Other Required Docs
 - ❖ Letters of Commitment
 - ❖ Upload on Project Collaborators page
 - ❖ Consultant/Sub-award documents
 - ❖ If applicable, upload on Project Team or Project Collaborators page as appropriate




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Application

- ✓ Project Information
- ✓ Project People
- ✓ Project Overview
- ✓ Producer Demand
- ✓ Proposed Results
- ✓ Project Steps
- ✓ Project Results Narrative
- ✓ Audience Emphasis
- ✓ Review Past Projects
- ✓ Additional Regions
- ✓ Organizational Capacity
- ✓ Project Team
- ✓ Project Collaborators
- ✓ Tools & Curriculum
- ✓ Amount Requested - Budget
- ✓ Budget Narrative
- ✓ Required Documents
- ✓ Final Checklist – identifies any missing portions of applications



When completely done with your application click  for official submission. You will receive an email confirmation.



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Project Director Training

Successful applicants will be required to attend a Project Director Training Workshop.

- All new Project Directors (PDs) to the ERME program are required to attend a Project Director Training Workshop. We encourage all PD's to attend when possible.

Virtual PD Training Workshop

April 1, 2021

9:00 AM – 12:00 PM Central



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THANK YOU FOR JOINING US!

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