Perimeter Fencing for Feral Swine Program

Frequently Asked Questions

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Grant Application Process

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Finding Help

NACD has seven Region Representatives who would be happy to discuss your proposed application with you. If you aren't sure of which region you are in, you can use the NACD Region Map.

North Central - Beth Mason	Beth-mason@nacdnet.org
Northeast – Nika Colley	Nika-Colley@nacdnet.org
Northern Plains – Aubrey Evans	Aubrey-evans@nacdnet.org
Pacific – Caleb Griffin	Caleb-griffin@nacdnet.org
South Central – Wesley Gibson	Wesley-gibson@nacdnet.org
Southeast – Marquita Hall	Marquita-hall@nacdnet.org
Southwest - Rachel Theler	Rachel-theler@nacdnet.org

If you cannot reach your Region Representative, the NACD Conservation Programs Team are available to answer questions.

Who is eligible to receive grant funds?

Conservation districts are intended to be the primary recipients of funds. In instances where conservation districts are unable to participate, state/territory associations of conservation districts, state agencies and/or Resource Conservation and Development (RC&D) Councils are eligible. For tribal organizations without a dedicated conservation office, we can work with comparable options. NACD will also consider joint agreements such as

between multiple districts or districts and an association or state agency.

Is a recipient that already has an agreement with NRCS eligible?

Yes. This is a standalone agreement with NACD. Having a grant or agreement with NRCS, NACD, or any other entity does not impact the award or requirements of this program.

Can state agencies be awarded funding directly, or does funding need to be passed directly through conservation districts or their respective state/territory associations?

State agencies may be awarded funds directly. Other eligible entities include:

- Conservation Districts
- Conservation Districts' respective state associations or state agencies (e.g., State Departments of Natural Resources, State Departments of Agriculture), so long as a Conservation District is engaged at the local level
- Resource Conservation & Development Councils
- Indian Tribal governments or intertribal consortia
    - Note: This includes Federally Recognized Indian Tribal Governments and State Designated Indian Tribes. Intertribal Consortia must meet the definition for eligibility in the Environmental Program Grants for Tribe Final Rule (40 CFR 35.504, 66 FR 3782, January 16, 2001 (FRL-6929-5)) and be a non-profit organization within the meaning of 2CFR 200.

Can recipients of other NACD grant opportunities apply for this funding?

Yes.

Are there any restrictions on which districts can receive these funds?

Any district can receive funds. Tribal districts are also eligible for funding. However, prior performance for current or previous grantees will be taken into consideration for grant selection.

Will the funding be directed to priority regions of the USA?

Priority will be given to locations where there are high concentrations of feral swine.

What is the anticipated period of performance for these projects?

Projects should plan for completion within 24 months. This includes

implementation and approval of perimeter fencing, as well as distribution of payments to producers.

Do applicants need to submit SF-424 forms?

No, SF-424 or SF-424A are not required by NACD.

Grant Finances

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What can the funding be used for?

This is a cost-share program and funds are primarily intended to be used as payments to landowners and operators to install or install fencing to restrict feral swine access and impacts.

Projects may also include the following types of activities:

- Outreach and education on the impacts of feral swine, as well as programs available to assist landowners and operators
- Technical assistance associated with enrolling producers in this cost-share program (or associated state, local, Tribal, or private program), as well as the design, implementation, and approval of practices

Funds may be used for salaries, fringe, cost-share payments, supporting

contracts, travel, supplies and indirect costs. Cost-share dollars may be utilized to augment existing state, local, Tribal, or private programs that address and mitigate impacts of feral swine in communities. NACD will assess limited requests for supplies. Examples of supplies may include related office supplies/outreach materials.

However, please keep in mind that the primary focus of this program is installation of fencing and implementation of the practice.

What are indirect costs?

Classification of indirect costs are dictated by an organization's accounting or financial policies. Appendix IV to 2 CFR 200 defines indirect costs as "those that have been incurred for common or joint objectives and cannot be readily identified with a particular final cost objective." As described in 2 CFR § 200.403, such costs must be consistently charged as either indirect or direct costs. They may not be double charged (i.e., charged as both direct and indirect costs) or inconsistently charged.

Can we charge indirect costs to these grants?

Applicants are not required to include indirect costs in their budget if they do not have the appropriate financial or accounting policies/practices in place. In this event, applicants may propose associated project costs as direct costs (e.g., salary and fringe).

There are two scenarios in which indirect may be taken, in accordance with the Code of Federal Regulations (CFR) Part 200:

1. The organization holds an approved and valid Negotiated Indirect Cost Rate Agreement (NICRA).
2. The organization opts to request the 10% de minimis rate. This rate must be calculated as a percentage of modified total direct costs (MTDC). The parameters of MTDC are defined in 2 CFR 200.1 as follows:
    a. Includes all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first $25,000 of each subaward. MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each

subaward in excess of $25,000.

NACD requires that any organization that requests indirect costs in their budget has clear and dictated financial and accounting policies in place. At minimum, these policies should ensure that the following criteria can be met:

b. Accounting records adequately identify the receipt of funds under each grant awarded and the expenditures of funds for each grant.
c. The accounting system includes adequate internal controls to preclude incurring obligations in excess of total funds available for a budget cost category (e.g. Personnel, Travel etc.)

What is a NICRA?

A NICRA is a negotiated agreement between an organization and its cognizant auditor that determines the indirect rate an organization can take on federal awards. You can apply for a NICRA through your cognizant auditor.

Can you backdate project costs for these grants?

You cannot backdate costs for these grants. As stated in RFA, section 5.2, Recipients may not incur pre-award costs. You can only claim expenses accrued after your MOA is fully executed.

Likewise, Producers cannot begin work including ordering supplies or materials prior to the grant execution date and contract obligation.

How long is this funding available?

Typically, we issue a 24-month MOA. The MOA begins when it is signed by the local organization. There could be a need for an extension in a few cases, and NACD will consider these requests as they arise.

When will a grant recipient receive funding for outreach and technical assistance?

Recipients shall be disbursed payments quarterly and in accordance with the anticipated cost projections provided by the grantee upon award. The recipient should alert NACD of changes to their cost projections by reaching out to the conservation programs team at ConservationPrograms@nacdnet.org. Program staff may request additional information regarding expenditures before processing payments.

When will a grant recipient and/or producer receive financial assistance funding?

Recipients should include the anticipated cash flow needs for financial assistance in their cost projection worksheet.

If a recipient is administering the cost-share to producers, NACD will make payments directly to the recipient based on their cost projections, and the recipient will in turn distribute payments to producers when the practice is certified as implemented per NRCS practice standards.

If NACD is administering cost-share to producers, then funds will be released to producers after projects are certified as implemented per NRCS practice standards. Recipients will be responsible for providing NACD with required paperwork for NACD to make payments directly to producers including but not limited to practice certification, ACH information and federal W-9. NACD will provide advance payments for historically underserved producers upon request, dependent on NACD's advance schedule with the funding partner, USDA.

Is there a recommended pay scale for the grant supported staff?

Between geographical differences and the different types of staff that are supported with these funds, it is impossible to provide blanket guidance on salary. We respect that grant recipients will keep in mind the public nature of this funding and pay fair wages to attract qualified staff to do the work.

Would payroll costs be allowed as part of the agreement?

Many organizations incorporate payroll costs in their fringe benefit cost pools. For grant reporting, fringe may also include the employers' portion of Social Security and Medicare taxes, federal and state employment taxes, employers' share of health insurance, holiday and vacation pay, retirement contributions.

These types of fringe benefits/costs are allowable and allocable to the grant. This list is only suggestive and not definitive. Speak to your local tax expert, budget officer, state compliance officer, or other expert for guidance.

What is the requirement for matching funds for outreach and technical assistance funding?

All applicants are required to contribute 10 percent of the outreach and technical assistance portion of the project budget. For example, if you are requesting a grant of $40,000, then you need to be able to supply at least $4,000 in match. The project's total budget would then be $44,000.

The match must come from non-federal sources. Cash, in-kind contributions or a combination of both will be considered. Match can also come from producer cost-share.

What are the cost-share rates?

If a recipient is utilizing this funding to augment an existing state, local, Tribal, or private program:

- Producer requirements for participation are set by the existing program. This may include policies on eligibility, cost-share rates, and payment schedules.

If a recipient is not augmenting an existing program, must utilize NACD's program policies. NACD will utilize the EQIP Payment Schedule for practice code 382. Payments are calculated as a flat rate payment per linear foot of fence. Payments are state specific and reviewed annually. Historically underserved producer payments must be calculated using the payment with the HU prefix.

What is in-kind match?

In-kind match is a non-cash contribution that directly supports the grant program and outcomes. For example, donated services, labor or space.

Please note that in-kind match cannot be double counted or contributed to multiple projects. For example, if you are contributing 100 services hours of in-kind match to this grant, you cannot also account for those same hours as in-kind match for another grant or agreement.

Additionally, match must come from non-federal sources. Contributions that leverage federal funding/sources are considered leverage, but not match.

How do I adjust my budget after the MOA is signed?

We can consider budget revisions on a case-by-case basis. Contact the Conservation Program team to discuss your options and to receive approval for budget revisions.

Is direct deposit of our grant advances required?

Yes. Contact your NACD region representative or the conservation programs team and they can send you the ACH form and federal W-9 to set up direct deposit. The completed form is submitted to finance@nacdnet.org.

Grant Workload and Cost-share

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What NRCS practice code(s) will this funding cover?

This funding is for NRCS practice code 382. Allowable activities under practice code 382 will vary by state. Please refer to the Field Office Technical Guide for more information on practice codes by state: https://efotg.sc.egov.usda.gov/

What are the eligibility requirements for a producer's participation in the program?

All participating producers must have a farm and tract number issued by the

USDA Farm Service Agency (FSA) regardless of whether they are augmenting an existing program or utilizing NACD's program structure.

If a grantee is utilizing this funding to augment an existing state, local, Tribal, or private program, requirements for eligibility will follow those program rules.

If a grantee is utilizing NACD's program structure, the grantee will utilize NACD's program policies to determine eligibility. This includes:

- Landowner concurrence (NRCS-CPA-1257) to document that the producer has control to implement, operate, and maintain the structural and vegetative practices on rented land
- Demonstrate U.S. citizenship or permanent residence (if applying as an individual)
- Non-foreign ownership and control (if applying as an entity)

How do producers obtain a farm and tract number?

If a producer does not have a farm, tract, or field number, the grant recipient should help the producer contact the local Farm Service Agency (FSA) office.

Assistance may entail helping the producer with paperwork and serving as a liaison/advocate with the local FSA office to ensure progress is made on their case. A recording of the training provided by NACD and FSA can be found here. Additional resources may be found on our website. In order to receive a farm, tract, and/or field number(s) from FSA, the producer will need to submit:

- Proof of identity (e.g., an official ID such as driver's license, passport, SSN)
- Customer Data Worksheet for New Producers (AD-2047)
- Highly Erodible Land Conservation (HELC) and Wetland Conservation (WC) Certification (AD-1026)
- Proof of land control
- Optional - Socially Disadvantaged, Limited Resource, Beginning, and Veteran Farmer or Rancher Certification (CCC-860-01/11/23)

What if a producer has problems getting a farm and tract number?

USDA has stated its commitment to addressing producer requests for farm, tract, and field numbers in a timely manner. NRCS State Conservationists and FSA State Executive Directors have been directed to monitor any backlogs of

eligibility determinations, including farm/tract/field numbers, and to address issues accordingly. Grant recipients also are expected to maintain active communication with their participating producers regarding the status of their eligibility requirements. Should producers face significant delays in processing or other barriers, grantees are encouraged to work directly with their local NRCS and FSA office. These issues may also be escalated to NACD for national level awareness and potential action.

If I am an entity can I get a farm and tract number?

If the producer is applying as an entity, they must also provide:

- Copy of legal entity documents
- Proof of signature authority (e.g., articles of incorporation, charter, bylaws, partnership or trust agreements, wills, and similar legal evidence to document membership shares and authority)

Are there AGI limitations?

No, there are no AGI limitations. Forms such as the CCC-901, 902, and 902e are not required.

Is a conservation plan required for this program?

A conservation plan is not required; however, a schedule of operations is required to document the work done with each producer participating in the program. The schedule of operations shall be retained by the recipient. If the grantee has opted for NACD to make producer payments, the schedule of operations must be submitted to NACD as part of reporting.

Are environmental evaluations required for each producer?

If a grantee is utilizing this funding to augment an existing state, local, Tribal, or private program, those program policies, requirements, standards, and cost-share rules shall take precedence.

An Environmental Evaluation (CPA-52) may be required. After selection and award, grant recipients should work with their local NRCS office to determine whether an environmental evaluation is needed.

If a CPA-52 is required, recipients shall help producers fill out the CPA-52 through Section O for each field. The local NRCS office will then review and approve all evaluations before on-the-ground work can begin. At this time, do not include in the project proposal funding for the cost of performing CPA-52s.

If they are needed, we will work with you to adjust budgets accordingly.

Can we include the cost of performing environmental evaluations in our project budget?

At this time, grant recipients should not include the cost of performing CPA-52s in their budget. Once NRCS confirms whether this is required (by project or project area), NACD will work with recipients to adjust their budget accordingly.

What is the cost-share rate(s) for this program?

If a grantee is utilizing this funding to augment an existing state, local, Tribal, or private program, those program policies, requirements, standards, and cost-share rules shall take precedence.

Otherwise,

- For historically underserved producers, NACD will provide up to 90% in cost-share; producers will be responsible for the remaining 10%.
- For other producers, NACD will provide up to 70% in cost-share; producers will be responsible for the remaining 30%.

Can producers use their own labor for their share of the implementation expenses?

Similar with federal NRCS EQIP programs, producers can supply their own labor to cover their share of the implementation expenses. The value of their work will be determined following NRCS EQIP guidance.

Can an existing state, local, tribal or private program funding be used to cover producer's share of practice implementation. In other words, can program payments be combined so that the producer does not have a financial responsibility?

NACD cost-share funds can be stacked with non-federal funding (e.g., state, Tribal, private). NACD funding cannot be used to off-set cost share for federally funded programs.

Please note that some grants through non-profit organizations are federally funded. In addition to this grant for Perimeter Fencing, Climate Smart Commodities grants and many National Fish & Wildlife Foundation programs are federally funded. If you have any questions, please reach out to the Conservation Programs team.

What if my organization does not have an existing state, local, Tribal, or private cost-share program?

Recipients that do not have an existing cost-share program to augment must use NACD's program structure to administer their cost-share program.

NACD can administer cost-share payments directly to producers or contractors upon request. Alternatively, recipients with existing infrastructure may choose to administer producer payments themselves.

Is a contract required between the recipient and the producer(s)?

Yes. Three party contracts are required between the recipient, the producer and NACD. Recipients may utilize the terms and conditions of the producer contract/agreement associated with an existing program that incentivizes installation/repair of perimeter fencing. If one does not exist, recipients will enter into a contract/agreement for cost-share with NACD and be required to utilize the NACD contract. A copy of the contract will be shared with recipients prior to subawards.

Who is responsible for administering payments to producers?

NACD can administer cost-share payments directly to producers or contractors upon request. Alternatively, recipients with existing infrastructure may choose to administer producer payments themselves. The recipient shall express their preference via the application. This will not impact the evaluation of your application or influence the amount of the award.

Can a recipient direct funds to a producer from another district or state?

This is a local decision. NACD does not limit you to only supporting the producers within your district, nor do we require you to offer funding outside of your district. We would encourage recipients to define a policy before reaching out to producers.

Grant Performance

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What are the reporting requirements for this grant?

Each grantee must submit quarterly reports updating NACD with their accomplishments, financial spending and a narrative. The reports are due before the 15th of the month following the end of the quarter. Late or missing reports may impact the release of your next advance or future NACD grant opportunities.

Reports are due from when you receive your first payment from NACD until a final report is submitted closing the grant.

Where do I file my reports?

We use an electronic service to collect reports.

When are the Quarterly Reports due?

All Quarterly Reports are due before the 15th of the month following the end of the quarter. The quarters end on September 30, December 31, March 31, and June 30. Late or missing reports may impact the release of your next advance or future NACD grant opportunities. If the 15th is a weekend or federal holiday, the due date is shifted to the next regular workday.

Do you have any suggestions for handling the grant finances and reporting requirements?

We do not have any requirements on how you handle grant finances. Some grantees use Quickbooks, others use an Excel spreadsheet, and there are a few that use paper records. You must have a system in place that is acceptable to your local auditors.

Who will oversee the work prepared from a quality standpoint?

The grantee is responsible for monitoring the project and certifying that the final installed practice meets NRCS specifications. This can be the grantee or a third-party (e.g., TSP).

How do I request an extension?

Contact the conservation programs team at conservationprograms@nacdnet.org to discuss your options and to receive approvals for extensions.

If I think the recipient is going to have funds left when we reach the end date set forth in the MOA, what do I need to do?

If you expect to be in this situation, contact the conservation programs team at conservationprograms@nacdnet.org to discuss your options and potential for an extension.

How do I adjust my budget?

We can consider moderate budget revisions. Contact the conservation programs team at conservationprograms@nacdnet.org to discuss your options and to receive approval **before** making any adjustments to your budget.

What do I do when the district is finished with the grant?

When you complete your project, you must submit a final report within 30 days of completion.

Once your final report is submitted, the NACD Conservation Programs Team will review your reports and send a confirmation if there are no reporting issues. That confirmation officially closes your grant. If you are returning any funds, the team will send directions on how to return the funds. This review is not an audit. Acceptance of the final report does not release you from the possibility of an audit. Please retain all grant records in accordance with your agreement.