ezFedGrants and NIFA

National Extension and Research Administrative Officers Conference
Grand Rapids, MI

April 24 & 25, 2018
Elizabeth Ley

USDA
NIFA’s Initial Goal:
FY 2017 CAPACITY AWARDS processed through the USDA grants management system ezFedGrants (eFG)

SUCCESS!!
NIFA Programs

Evans-Allen (Section 1445)

McIntire-Stennis Cooperative Forestry Research Program

The Hatch Act of 1887 (Regular Research)

The Hatch Act of 1887 (Multistate Research Fund)

Expanded Food and Nutrition Education Program

Extension at 1890 Land-grant Colleges (Section 1444)

Joint Cooperative Extension Programs at 1862 Land-Grant Institutions and University of the District of Columbia

CES at 1862 Land-grant Institutions (Smith-Lever Special Needs)

Renewable Resources Extension Act Program
By the numbers – FY 2017

• $720 million processed
• 522 Active agreements
• 584 Active amendments
• 463 SF- 425 annual reports submitted
Who is using ezFedGrants?

– NIFA
– Animal Plant Health Inspection Service - APHIS
– Agricultural Marketing Service – AMS
– Foreign Agricultural Service – FAS
– Natural Resources Conservation Service – NRCS
– Office of Advocacy and Outreach – OAO

• Anticipated deployment during 2018
  – Forest Service – FS (pilot)
ezFedGrants use by USDA agencies

What has NOT changed for NIFA applicants

- Applicants apply through Grants.gov
- Grantees utilize Treasury’s ASAP system to draw funds (location code 01)
- Capacity reporting remains the same in REEport and in POW
- Competitive awards will not be managed in ezFedGrants until a later date
What has changed

• Electronic workflow system
  – Need to get access established on the front end
  – Ties back to organization’s SAM registration

• Not tracking by proposal number
  – Old example: 2016-03451

• Created new location code in ASAP (01)

• SF- 425 is submitted directly in the system
What has changed

• New system generated Federal Award Identification Number format (**FAIN**)

  NI171444XXXXXG003, AP17PPQHQ000C001

  • NI, AP = agency
  • 17 = fiscal year
  • 1444XXXX, PPQHQ000 = program code (8 spaces)
  • G = grant, C = Cooperative Agreement
  • 003, 001 = three digit sequential number
What has changed

• New system generated ASAP account number format

171444XXXXG003050201

• 17 = fiscal year
• 1444XXXX = program code (8 spaces)
• G = grant
• 003 = three digit sequential number
• 0502 = last 4 characters of Treasury Account Symbol
• 01 = 2 sequential numbers
What has changed

CFDA 10.500
10.500 breakout

Capacity and Competitive

- DATA Act
- Uniform Guidance

Contained 30-50 programs

10 new CFDA numbers
NIFA Actions

Updated ezFedGrants and online systems

Use new CFDAs in FY 2019 RFAs and opportunity listings

Use new CFDAs in Notices of Award and other grant documentations
Grantee required actions

Update systems to include new CFDA numbers

Ensure accounting systems have new CFDA numbers linked to awards (2 CFR 200.302(b)(1))

Provide crosswalk of new CFDA numbers to appropriate staff
Crosswalk

Smith-Lever 3(b) and (c) Smith-Lever Special Needs, UDC → 10.511

1890 Extension → 10.512

EFNEP → 10.514

RREA and RREA NNF → 10.515
Access to the Portal for External Users

• One role per individual
• Only associated with one organization at this time
• Role is valid for all USDA agreements managed in ezFedGrants for that organization
• USDA recognizes the challenges caused by these restrictions
Transparency in the Portal

- Status of application
- Status of drawdowns
- Status of SF-425 reports
# Drawdown Status – Agreements

## Budget Overview

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Federal Award Amount</td>
<td>$5,646,137.00</td>
</tr>
<tr>
<td>ASAP Authorized Amount</td>
<td>$5,646,137.00</td>
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<tr>
<td>Disbursed Amount</td>
<td>$4,207,539.46</td>
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<tr>
<td>Remaining Amount</td>
<td>$1,438,597.54</td>
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</tbody>
</table>

## Claims Overview

## Amendments Overview
SF- 425 submissions - Reports

Search Criteria
- Report ID:
- FAIN:
- Report Type:
- Recipient Contact Name:
- Last Updated:
- Due Date:

Search Results
- 9 Results Found

<table>
<thead>
<tr>
<th>Report ID</th>
<th>Due Date</th>
<th>FAIN</th>
<th>Report Fiscal Year</th>
<th>Status</th>
<th>Organization Name</th>
<th>Recipient Contact Name</th>
<th>Last Updated</th>
<th>Date Created</th>
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<tbody>
<tr>
<td>N17AI000000XQ60-FI-Annual-17</td>
<td>12/29/17</td>
<td>N17AI000000XQ60</td>
<td>2017</td>
<td>Submitted to AGMO</td>
<td>MICHIGAN STATE UNIVERSITY</td>
<td></td>
<td>12/27/17</td>
<td>10/1/17</td>
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<td>N17AMFP000000XQ603</td>
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<td>12/27/17</td>
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<td></td>
<td>12/27/17</td>
<td>10/1/17</td>
</tr>
</tbody>
</table>
Financial Report (NI17RREAFFXXG022-Fl-Annual-17)

**Status:** Accepted

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### Financial Report SF-425

<table>
<thead>
<tr>
<th>1. Federal Agency and Organizational Element to Which Report is Submitted:</th>
<th>2. Federal Grant or Other Identifying Number Assigned by Federal Agency: (To report multiple grants, use FFR Attachment)</th>
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<tbody>
<tr>
<td>USDA NIFA</td>
<td>NI17RREAFFXXG022</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Recipient Organization (Name and complete address including Zip code):</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name:</strong> UNIVERSITY OF GUAM UOG</td>
</tr>
<tr>
<td><strong>Number &amp; Street:</strong> UNIVERSITY OF GUAM</td>
</tr>
</tbody>
</table>
# Key Dates – FY 2018

<table>
<thead>
<tr>
<th>What</th>
<th>When</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pull applications into ezFedGrants</td>
<td>As they are received</td>
</tr>
<tr>
<td>1st quarter budget input into FMMI</td>
<td>November 2017</td>
</tr>
<tr>
<td>Processing FY 2018 agreements</td>
<td>November thru 4th quarter</td>
</tr>
<tr>
<td>SF-425 submission - annual</td>
<td>Due Dec. 29, 2017</td>
</tr>
<tr>
<td>Posting of FY 2019 Capacity RFAs</td>
<td>July 2018</td>
</tr>
<tr>
<td>SF-425 available - annual &amp; final</td>
<td>Oct. 1, 2018</td>
</tr>
</tbody>
</table>
Outreach to External Users

• NERAOC
• National Council of Research Administrators (NCURA)
• Federal Demonstration Partnership (FDP)
  – Subgroup meets during the DC sessions 3 times a year
  – Next subgroup meeting May 10
• Gov Delivery
EzFedGrants
Client Page

Access for
EXTERNAL
USERS

www.nfc.usda.gov/ezfedgrants
Customer Support

What do you do when you have an issue with ezFedGrants?

Contact Information

For assistance using the ezFedGrants Portal, please contact ezFedGrants@cfo.usda.gov.

For questions about specific awards, agreements, or policies, please contact the relevant Agency:

- AMS: ezFedGrants.AMSHelpDesk@ams.usda.gov
- APHIS: ezFedGrants.helpdesk@aphis.usda.gov
- FAS: GrantorHelpDesk@fas.usda.gov
- NIFA: electronic@nifa.usda.gov
- OAO: OASDVFR@osec.usda.gov
- Other Agencies: ezFedGrants@cfo.usda.gov

www.nfc.usda.gov/ezfedgrants
NIFA Questions / Comments

NIFA Website

NIFA agreement questions – grants specialist or
electronic@nifa.usda.gov

Elizabeth Ley
eley@nifa.usda.gov
ezFedGrants
What Users Need to Know
Chris Coppenbarger

• Senior Grants System Advisor for ezFedGrants
• Leads overall strategy and direction of Grants Management Line of Business for USDA’s Office of the Chief Financial Officer
• 15 years experience with federal grants and agreements (systems, policy, and operations)
• Background in grants management, law, and international development
ezFedGrants Overview

- Comprehensive grants and agreements management solution that gives agencies and recipients the ability to manage awards throughout the agreement lifecycle
  - Pre-award: solicitation, application, and evaluation
  - Award: execution
  - Post award: claims, financial/performance reporting, amendments
  - Closeout

- Integrated with the USDA financial system for accurate, real-time information

- Since 2013, more than $261 billion has been distributed using the ezFedGrants application
ezFedGrants Vision

- All USDA grants to be administered within the system by 2022, which would include:
  - Approximately 253 CFDA programs across 17 grant making agencies
  - Approximately $100 billion per year transaction volume
- Continuous Process Improvement and enhancements
  - Adding new transaction types and functionality as more agencies come into the system
- Overall goals
  - Meet stakeholder expectations
  - Ensure all financial data is reliable, complete, and timely
  - Compliance with applicable laws/regulations
  - Operate in a secure environment for maximum integrity
  - Bolster internal controls and efficient program activities/operations
ezFedGrants Development Approach

- ezFedGrants is developed using an Agile-like approach

- Functionality is incrementally improved

- Additional capabilities are added as time goes on
  - This model is used for development of many products we all use every day such as Facebook, Gmail, smartphone apps, etc.

- **User feedback is essential to continuous improvement!**
  - Improvements to workflows and processes for more efficient operation
Recent Enhancements & Bug Fixes

• New enterprise enhancements, such as:
  • Applications improvements
  • Report assignments fixes
  • Report module improvements
  • Corrupted PDF issue resolved
Upcoming Deployment in 2018

• Claims processing improvements

• Improved email notices for GAOs

• Ongoing bug fixes

• Upgrade to latest version of recipient portal software
Commonly Encountered Issues

Contact us/system help
  Centralized helpdesk run by OCFO ezFedGrants@cfo.usda.gov

• Account lockouts
• Claim, report, and application related issues
• Gaining access to ezFedGrants
  Level 2 eAuthentication issues
• How users are treated in the system
  Roles administration (assigning/managing correct user roles)
  Communication between recipients and agencies
• Internal work arounds
  If external portal is causing an issue (technology-wise), agencies can still accomplish items using the internal portal
Applicant/Recipient Training

• Training materials
  – Library of job aids, FAQs, external user guides offered on our website at www.nfc.usda.gov/ezfedgrants
  – Continuously updated with more information and help guides

• Live training
  – We offer periodic training to customers via webinar
  – Check our website for upcoming training sessions
What Do We Need from Users?

• Talk to us
  – ezFedGrants is about you and your organization being better served by USDA grant agencies
  – Give critical feedback which helps us to know how you are experiencing the system and what can be improved upon
  – We partner with Federal Demonstration Partnership (FDP)

• Stay informed
  – Using the agile development methodology, we will be delivering items on a quarterly basis (excluding emergency fixes)
  – Improvements are delivered in increments