

**From:** Rick Klemme <rickklemme@extension.org>  
**Sent:** Tuesday, November 13, 2018 8:12 AM  
**To:** Cooperative Extension Section Directors and Administrators  
**Subject:** 2020 Capacity Budget Materials - Review and Comment

Time sensitive.

# COOPERATIVE EXTENSION

November 13, 2018

## IMPORTANT

TO: Cooperative Extension Section Directors and Administrators

Colleagues,

The USDA-NIFA Office of Budget and Management has asked that I forward the following for your attention/action **by December 15, 2018**. Bottom line from what I have been able to gather is that capacity funds will require a budget starting with the 2020 budget. [Click Here](#) to view/download a helpful PowerPoint to use as a guide.

**Dear Capacity grantees,**

**As you know, NIFA will be requiring submission of budgets with grants.gov applications in FY 2020. This will be across all of NIFA's capacity grant programs with the exception of the Expanded Food and Nutrition Education Program (EFNEP).**

**Erin Daly and Maggie Ewell participated in 7 webinars over the past three months to review OGF's planned implementation with regions, 1890's, and insular areas. As discussed on these webinars, we have developed Frequently Asked Questions, draft grants.gov application guide instructions, and sample budgets and budget narratives for grantees to review and provide us feedback and comments.**

**These materials are available at:**

<https://nifa.usda.gov/program/capacity-grantee-resources>

Comments are due by 5:00 pm Eastern on December 15, 2018. Comments may be general or related to specific program(s). Additionally, comments can be consolidated as part of regions' feedback or specific to institution.

Please submit comments via email to: [Policyguide@nifa.usda.gov](mailto:Policyguide@nifa.usda.gov).

If you have any questions, please do not hesitate to let us know.

--Erin Daly ([edaly@nifa.usda.gov](mailto:edaly@nifa.usda.gov))

--Maggie Ewell ([Margaret.ewell@nifa.usda.gov](mailto:Margaret.ewell@nifa.usda.gov))

*Rick*

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cc Ian Maw, ECOP Liaisons, Maggie Ewell