

# FDP Amendment Number 5

Pass-Through Entity (PTE)

Subrecipient

The Regents of the University of California, Davis

Entity Name University of Guam

subawards@ucdavis.edu

Email Address lyudin@triton.uog.edu

Neil McRoberts

Principal Investigator Aubrey Moore

Project Title: Western Regional Center in the National Plant Diagnostic Network

PTE Federal Award No:

2016-37620-25851

Federal Awarding Agency:

Department of Agriculture (USDA)

Revised Period of Performance:

Start Date: September 1, 2016

End Date: Jul 31, 2021

Amount Funded This Action:

\$ 15,000.00

Subaward No:

201603794-09 / A17-0222-S005

Total Amount of Federal Funds Obligated to Date:

\$ 63,366.00

Cost Share:



Yes



No

Subject to FFATA:



Yes



No

Automatic Carryover:



Yes



No

## Amendment(s) to Original Terms and Conditions

This Amendment revises the above-referenced Subaward Agreement as follows:

☐ This is a No Cost Extension. The Period of Performance is hereby extended through:

☒ September 1, 2020 to July 31, 2021 is hereby added to the Period of Performance, which is revised to be consistent with the Period of Performance Start and End Date above.

☒ Additional funds in the amount of \$15,000 are hereby authorized for the current period.

☐ Carryover in the amount of  is hereby authorized as shown below.

☒ Other (see below)

\*Prime Award amendments attached.

\* Year 5 Work Plan and Budget attached for the period ending July 31, 2021.

\*Carryover of Budget Year 4 funding is approved for continued use during Budget Year 5.

\*Final invoice due no later than July 31, 2021.

\*Send all invoices and budget queries to Orbelina Gomez: phoenixaccount@ucdavis.edu .

\*UC Davis Internal Ref #A17-0222-S005-A04

*For clarity: all amounts stated in this amendment are in United States Dollars.*

**All other terms and conditions of this Subaward Agreement remain in full force and effect.**

By an Authorized Official of PTE:

12/01/2020

Name: Kimberly Smith

Date

Title: Contracts & Grants Analyst, Subawards

By an Authorized Official of Subrecipient:

Name: Lee S. Yudin

Date

Title: Dean/Director

# University of Guam

## WPDN Funding Request FY 2020-2021

Prepared by Aubrey Moore ([aubreymoore@triton.uog.edu](mailto:aubreymoore@triton.uog.edu))

### Work Plan

**Reporting.** UOG will upload diagnostic data to the NPDN National Repository as required for all labs participating in the NPDN. UOG has not previously provided data to the NPDN National Repository. Instead, an alternative WPDN-supported database, the Pacific Islands Distance Diagnostics and Recommendation System (PIDDRS) was used. PIDDRS was discontinued last year and UOG has not yet transitioned to using the National Repository. Initially, a large backlog of data will be uploaded to the National Repository, followed by near-real-time uploads as new pest species are detected and identified.

**WPDN Participation.** UOG will continue to participate in conference calls. Two WPDN participants from UOG will participate in the national NPDN meeting in April 2021, in Davis, CA.

**Plant Pest Diagnostics.** WPDN funding will be used to continue provision of plant pest diagnostics as a free service for various clientele on Guam and on other American-affiliated islands within Micronesia. Island groups include the Republic of the Marshall Islands, the Federated States of Micronesia, the Republic of Palau, and the Commonwealth of the Northern Mariana Islands.

**Detection.** UOG will continue to offer NPDN First Detector Training and certification as part of the University's plant pathology, entomology, and integrated pest management courses. Plans are underway to collaborate with the Guam Department of Agriculture to develop a First Detector Training Workshop for the Guam Ports Authority. UOG will continue to document first island records for introduced and invasive species detected within Micronesia.

**NPDN Contributions.** UOG will contribute to NPDN as time and resources permit. There are no specific plans for FY2020-21.

**NPDN Leadership.** UOG will contribute to NPDN as time and resources permit. There are no specific plans for FY2020-21.

## Budget

Item	Allocation	Description/Narrative
Salaries & Benefits	\$6,000	Partial salary for Plant Pest Diagnostics Technician
Supplies & Materials	\$1,500	Laboratory supplies
Travel & Training	\$6,000	Travel and lodging for two participants at the NPDN national meeting UC Davis, CA, April 2021
IT & LIMS	\$0	n/a
Other	\$0	n/a
Indirect Costs	\$1,500	An indirect cost recovery rate of 10% is allowable for the subcontracting institution.
Total	\$15,000	Total must reflect allowable funds indicated in your cover letter.

**United States Department of Agriculture  
National Institute of Food and Agriculture  
AWARD FACE SHEET**

<b>1. Award No.</b> 2016-37620-25851	<b>2. Amendment No.</b> 10	<b>3. Proposal Number</b> 2020-07694	<b>4. Period of Performance</b> 09/01/2016 through 08/31/2021	<b>5. Type of Instrument</b> Cooperative Agreement
<b>6. Type of Action</b> Renewal	<b>7. CFDA Number</b> 10.304	<b>8. FAIN</b> 20163762025851	<b>9. Method of Payment</b> ASAP 37620258513762020000	<b>10. CRIS Number</b> 1010034

**11. Authority.** 7 U.S.C. 3318, Sec. 1472 of 7 USC 3318 and Sec. 1484 of 7 USC 3351, Homeland Security

<b>12. Agency (Name and Address)</b> Awards Management Division National Institute of Food and Agriculture/USDA 6501 Beacon Rd. Kansas City, MO 64133	<b>13. Awardee Organization</b> UNIVERSITY OF CALIFORNIA, DAVIS DBA: DAVIS CAMPUS/NEWS SERVICE DAVIS, CA 95618-6153
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<b>14. Program Point of Contact:</b> Amer Fayad Telephone: 202-531-0635 amer.fayad@usda.gov	<b>Administrative Point of Contact:</b> LaWanda Pelzer Telephone: 202 809-5896 lawanda.pelzer@usda.gov	<b>15. Project Director/Performing Organization</b> Neil McRoberts The Regents of the University of California (Davis) Davis, CA 95618-6513
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16. Funding:			17. Funds Chargeable			
	<u>Federal</u>	<u>Non-Federal</u>	<u>FY - FDC</u>	<u>Amount</u>	<u>FY - FDC</u>	<u>Amount</u>
Previous Total	\$2,159,932.00	\$0.00	20- 017-37620	\$686,294.00		
+ or -	\$687,286.00	\$0.00	19- 917-37620	\$992.00		
Total	\$2,847,218.00	\$0.00				
Grand Total	\$2,847,218.00					

**18. Title of Proposal**  
Western Regional Center in the National Plant Diagnostic Network

**PROVISIONS**

**This Award incorporates the following:**

1. Funds in the amount of \$687,286 are withheld pending receipt of the signed cooperative agreement document. To activate this award, please sign and date this form and return USDA/NIFA, Awards Management Division, via PDF file to awards@nifa.usda.gov. These funds will not be released until the signed forms are received by NIFA.
2. The referenced proposal, and any revisions thereof, incorporated by reference
3. Cooperative Agreement Terms and Conditions
4. Research Terms and Conditions and NIFA Agency Specific Terms and Conditions (7/20) at <http://nifa.usda.gov/terms-and-conditions>
5. General Provisions found in Title 2: 2 CFR Part 400; 2 CFR Part 415, 2 CFR Part 416; 2 CFR Part 418; 2 CFR Part 422 and Title 7: 7 CFR 3430 - all incorporated by reference and found at <http://www.gpo.gov/searchwebapp/browse/collectionCfr.action?collectionCode=CFR>
6. The Approved Award Budget
7. NIFA Project Initiation Documents - incorporated by reference
8. The obligation of funds may be terminated without further cause unless the recipient commences the timely drawdown of funds; initial drawdown signifies acceptance of award terms and conditions and should commence in a timely manner within the award period of performance. Inquiries regarding ASAP Payment Accounts should be directed to the Financial Management Division at asapcustomerservice@nifa.usda.gov.
9. Colleges/Universities/Institutions of Higher Education Only: The negotiated rate(s) for F&A/IDC costs in effect at the time this award was approved is the F&A/IDC rate(s) that must be used for the life of this award.
10. Prohibition against using funds under Grants and Cooperative Agreements with Entities that require certain internal confidentiality agreements are referenced at <https://nifa.usda.gov/prohibition-confidentiality-agreements>

**FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE**

This award, subject to the provisions above, shall constitute an obligation of funds on behalf of the Government. Such obligation may be terminated without further cause unless the recipient commences the timely drawdown of funds; such drawdowns may not exceed one year from issuance date of the award.

<b>Typed Name</b> Adriene Woodin Authorized Departmental Officer	<b>Signature</b> AWOODIN	<b>Date</b> 08/25/2020
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**FOR THE PERFORMING ORGANIZATION**

Signature of person authorized by the governing body of the performing organization to incur contractual obligations.  
Signature indicates acceptance when a cooperative agreement is cited in Type of Instrument (block 5) above.

<b>Typed Name and Title</b> Jinger Snyder, Contracts and Grants Officer	<b>Signature</b>	<b>Date</b> 09/23/2020
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**United States Department of Agriculture  
National Institute of Food and Agriculture  
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<b>6. Type of Action</b> Renewal		<b>7. CFDA Number</b> 10.304		<b>8. FAIN</b> 20163762025851		<b>9. Method of Payment</b> ASAP 37620258513762020000		<b>10. CRIS Number</b> 1010034	
<b>11. Authority.</b> 7 U.S.C. 3318, Sec. 1472 of 7 USC 3318 and Sec. 1484 of 7 USC 3351, Homeland Security									
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<b>14. Program Point of Contact:</b> Amer Fayad Telephone: 202-531-0635 amer.fayad@usda.gov			<b>Administrative Point of Contact:</b> LaWanda Pelzer Telephone: 202 809-5896 lawanda.pelzer@usda.gov			<b>15. Project Director/Performing Organization</b> Neil McRoberts The Regents of the University of California (Davis) Davis, CA 95618-6513			
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<b>Grand Total</b>		\$2,847,218.00							
<b>18. Title of Proposal</b> Western Regional Center in the National Plant Diagnostic Network									
<b>PROVISIONS</b>									
<p>11. Pursuant to 2 CFR 200.331, pass-through entities must appropriately monitor subrecipient activities and must convey the requirements of the Federal grant as well as any additional requirements imposed by the pass-through entity. NIFA reserves the right to request and review subaward budget information during or after the Period of Performance of this award. Form AD-1048 or other NIFA approved format must be completed by the approved subawardee(s) and returned to the recipient for retention in the official award file. It is not necessary to send a copy to NIFA. (<a href="http://www.nifa.usda.gov/funding/all_forms.html">http://www.nifa.usda.gov/funding/all_forms.html</a>)</p> <p>12. When this award expires on 8/31/2021, it will have run for the full 5 year period, the maximum time currently permitted under Federal statute for this program. The recipient must complete the project as proposed and obligate all funds awarded by this date. No-cost extensions of time will not be possible.</p> <p>13. Please be advised that due to the expiring Treasury authorization, all funds must be drawn down by August 25, 2021.</p> <p>14. This provision modifies Article 2. Prior Written Approval of NIFA Agency Specific Terms and Conditions (07/2020) regarding subawards. The grantee may subaward amounts in excess of 50% of the total amount without prior NIFA approval for those subawards selected through a regional competitive process, except for a single subaward that exceeds 50% of the total award or any subaward to a Federal agency. A listing of all competitive subawards approved in previous year is required annually for this project, to be submitted with the annual renewal proposal or separately to the agency. The 50% threshold for subawards does not include these competitive streamlined programs.</p> <p><b>Co-Project Director(s):</b> Tania Brenes-Arguedas (The Regents of the University of California (Davis))</p>									
FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE									
This award, subject to the provisions above, shall constitute an obligation of funds on behalf of the Government. Such obligation may be terminated without further cause unless the recipient commences the timely drawdown of funds; such drawdowns may not exceed one year from issuance date of the award.									

**United States Department of Agriculture  
National Institute of Food and Agriculture  
ATTACHMENT A TO THE AWARD : 2016-37620-25851**

Amendment No. 10

Cooperative Agreement No. 2016-37620-25851  
Between

The Regents of the University of California  
And

United States Department of Agriculture  
The National Institute of Food and Agriculture

Section IV. B.2, is amended as follows:

2. To provide additional funds in the amount of \$687,286 in the next funding authorization under the Automated Standard Application for Payments (ASAP) system. Including the \$2,159,932 previously authorized, the total cost to NIFA-USDA under this Agreement will not exceed \$2,847,218.

Section IV. C.1, is amended as follows:

1. This agreement shall be deemed effective as of September 1, 2016, and shall remain in effect until August 31, 2021, unless extended by mutual consent.
2. When this award expires on 8/31/2021, it will have run for the full 5 year period, the maximum time currently permitted under Federal statute for this program. The recipient must complete the project as proposed and obligate all funds awarded by this date. No cost extensions of time will not be possible.
3. Please be advised that due to the expiring Treasury authorization, all funds must be drawn down by August 25, 2021.

# RESEARCH & RELATED BUDGET - Cumulative Budget

Award Number: 2016-37620-25851

	Totals (\$)	Totals (\$)
<b>Section A, Senior/Key Person:</b>		<b>95,015.00</b>
<b>Section B, Other Personnel:</b>		<b>0.00</b>
Total Number Other Personnel:	0	
<b>Total Salary, Wages and Fringe Benefits (A+B):</b>		<b>95,015.00</b>
<b>Section C, Equipment:</b>		<b>0.00</b>
<b>Section D, Travel:</b>		<b>31,000.00</b>
1. Domestic:	31,000.00	
2. Foreign:	0.00	
<b>Section E, Participant / Trainee Support Costs:</b>		<b>0.00</b>
1. Tuition/Fees/Health Insurance:	0.00	
2. Stipends	0.00	
3. Travel:	0.00	
4. Subsistence:	0.00	
5. Other:	0.00	
6. Number of Participants/Trainees:	0	
<b>Section F, Other Direct Costs:</b>		<b>498,790.00</b>
1. Materials and Supplies:	6,445.00	
2. Publications Costs:	0.00	
3. Consultant Services:	0.00	
4. ADP/Computer Services:	13,485.00	
5. Subawards/Consortium/Contractual Costs:	455,560.00	
6. Equipment or Facility Rental/User Fees:	0.00	
7. Alterations and Renovations:	0.00	
8. Other1:	0.00	
9. Other2:	23,300.00	
10. Other3:	0.00	
<b>Section G, Direct Costs (A thru F):</b>		<b>624,805.00</b>
<b>Section H, Indirect Costs:</b>		<b>62,481.00</b>
<b>Section I, Total Direct and Indirect Costs (G + H):</b>		<b>687,286.00</b>
<b>Section J, Fee:</b>		<b>0.00</b>
<b>Section K, Total Costs (I + J)</b>		<b>687,286.00</b>

Other 2: National NPDN Meeting costs

# ASAP Award Letter

08/25/2020



Daniel R Cordes  
UNIVERSITY OF CALIFORNIA, DAVIS  
DBA: DAVIS CAMPUS/NEWS SERVICE  
1850 RESEARCH PARK DR, STE 300  
DAVIS, CA 95618-6153

Reference: Award Number: 2016-37620-25851  
ASAP Account Number: 37620258513762020000

Dear Daniel R Cordes :

The National Institute of Food and Agriculture (NIFA), USDA issued the referenced award for the project entitled, Western Regional Center in the National Plant Diagnostic Network. As noted in the provisions section of the award, the Department of Treasury Automated Standard Application for Payments (ASAP) will be used for disbursement of the award funds.

ASAP is a web based electronic payment and information system developed by the Department of Treasury, Bureau of the Fiscal Service. ASAP allows recipient organizations receiving federal funds to draw from accounts preauthorized by federal agencies. ASAP is a role based application in which access is granted based on the assigned role of the user. For more information about ASAP visit <https://www.fiscal.treasury.gov/asap/>.

The ASAP defines roles and their general responsibilities are as follows:

- **Point of Contact** : the individual responsible for assigning individuals to the other identified roles.
- **Head of Organization** : the person who has top management responsibilities within the recipient organization who approves the assignment of roles.
- **Authorizing Official** : the person who will be responsible for the organization's profile data and identifying the individuals that will need access to ASAP account information.
- **Financial Official** : the individual responsible for the organization's banking data.
- **Payment Requester** : the person who will be responsible for requesting award funds.
- **Payment Terms** : please allow 30 days from the date of the award or enrollment completion to process payment.

Before award funds can be made available, the Financial Management Division (FMD), Accounting Operations Branch (AOB), NIFA will determine whether your organization is currently enrolled into ASAP. If not, AOB will initiate and your organization will complete the enrollment process as described in Attachment 1. The point of contact for your organization that has been identified on Form SF-424 R&R will receive an ASAP user ID and password. If the ASAP access information has not been received within two weeks after this notification, please send an e-mail to [ASAPCustomerService@usda.gov](mailto:ASAPCustomerService@usda.gov). For organizations already enrolled in ASAP but for another federal agency (not NIFA), please refer to Attachment 2 concerning how to attach your organization to the NIFA Agency Location Code (ALC).

ASAP provides information about the enrollment process, system requirements, and training opportunities at the following website: <https://fiscal.treasury.gov/asap/getting-started.html>. Once your organization has ASAPAccess and a user logs in, there is a Help tab with instructions for general navigation, initiating payment requests, and other useful information.

Should you need ASAP assistance, please contact the Bureau of the Fiscal Service at the Kansas City Financial Center, (855) 868-0151. Please listen and follow the prompts for ASAP (currently Option 2, then Option 3). Hours of Operation: 6:30 AM - 5:00 PM Central Time (Monday - Friday). The Fiscal Service ASAP Help Desk also can be reached at the following email address: [asaphelpdesk@fiscal.treasury.gov](mailto:asaphelpdesk@fiscal.treasury.gov).

Sincerely,

William Waits Raulerson  
Director, Financial Management Division



## **ASAP ENROLLMENT PROCESS**

### **(Currently not enrolled in ASAP)**

1. The Financial Management Division (FMD), Accounting Operations Branch (AOB), NIFA, inputs grantee information obtained from the application submitted to NIFA (e.g., grantee's DUNS number, EIN, and point of contact name and e-mail address).
2. ASAP provides the point of contact (as entered by AOB) via e-mail a user ID and password.
3. The point of contact (POC) accesses the system using the user ID and password, accepts the POC role, verifies grantee information already entered, and assigns individuals for the various roles (e.g., Head of Organization, authorizing Official, Financial Official, and Payment Requestor(s)).
4. ASAP provides the Head of Organization via e-mail a user ID and password.
5. Head of Organization accesses the system using the user ID and password and approves the POC assignment of individuals for the various roles.
6. ASAP provides the individuals, approved by the Head of Organization to serve in the applicable role, via e-mail, a user ID and password.
7. The Authorizing and Financial Officials separately access the system and input information associated with their roles (e.g., Authorizing Official identifies other individuals that must have access to the grantee information in the system and the Financial Official includes applicable banking data).
8. ASAP notifies AOB that the enrollment process is completed upon which FOB creates an ASAP account to which award funds will be deposited and from which the grantee may withdraw award funds.

**Warning: Once a user id and password have been issued, the applicable individual must perform their assigned task within 45 days of the issuance otherwise the enrollment is cleared from the system and the enrollment process must be restarted.**

## **ASAP ENROLLMENT PROCESS**

### **(Already enrolled in ASAP)**

1. The Financial Management Division, Accounting Operations Branch (AOB), NIFA, inputs grantee information obtained from the application submitted to NIFA (e.g., grantee's DUNS number, EIN, and point of contact name and e-mail address).
  - a. If the ASAP system indicates that the organization is already enrolled in ASAP and is already attached to the NIFA Agency Locator Code (ALC) (12-40-2200), the enrollment process stops and does not need to proceed.
  - b. If the ASAP system indicates that the organization is already enrolled in ASAP but is not already attached to the NIFA Agency Locator Code (ALC) (12-40-2200), proceed to the next step.
2. ASAP provides the point of contact (as entered by AOB) via e-mail a notification that the organization Financial Officer (FO) must be notified.
3. The Financial Official separately accesses the system using their previously assigned userid and password and accesses the banking data screen to click the checkbox that "attaches" the organization to the NIFA ALC (12-40-2200).

**United States Department of Agriculture  
National Institute of Food and Agriculture  
AWARD FACE SHEET**

<b>1. Award No.</b> 2016-37620-25851	<b>2. Amendment No.</b> 11	<b>3. Proposal Number</b> 2020-10160	<b>4. Period of Performance</b> 09/01/2016 through 08/31/2021	<b>5. Type of Instrument</b> Cooperative Agreement																							
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<b>18. Title of Proposal</b> Western Regional Center in the National Plant Diagnostic Network																											
<b>PROVISIONS</b>																											
<p><b>This Award incorporates the following:</b></p> <ol style="list-style-type: none"> <li>The Countersigned Award Face Sheet has been received dated September 2, 2020 and have been reviewed by this office. Therefore, grant funds in the amount of \$687,286 are released for expenditure from Proposal Number 2020-07694. With this action, all funds for this award are now released.</li> <li>The budget changes as outlined in the request.</li> <li>Authorization to enter into proposed subcontract agreements with Western Regional Center (Center Award Stream Lined) Western Plant Diagnostics Network (WPDN) for approximately \$455,560, as outlined in the request.</li> <li>The purchase of equipment as outlined in the request.</li> <li>The Administrative Point of Contact as reflected in Block 14. of this document has changed. Please direct questions of a Administrative nature to the person listed there.</li> <li>All other Provisions on the initial Award Face Sheet and any amendments thereto remain in effect.</li> <li>If you have any questions concerning this action, please contact the Administrative Point of Contact listed above. Inquiries regarding ASAP Payment Accounts should be directed to the Financial Management Division at <a href="mailto:asapcustomerservice@nifa.usda.gov">asapcustomerservice@nifa.usda.gov</a>.</li> <li>Pursuant to 2 CFR 200.331, pass-through entities must appropriately monitor subrecipient activities and must convey the requirements of the Federal grant as well as any additional requirements imposed by the pass-through entity. NIFA reserves the right to request and review subaward budget information during or after the Period of Performance of this award. Form AD-1048 or other NIFA approved format must be completed by the approved subawardee(s) and returned to the recipient for retention in the official award file. It is not necessary to send a copy to NIFA. (<a href="http://www.nifa.usda.gov/funding/all_forms.html">http://www.nifa.usda.gov/funding/all_forms.html</a>)</li> </ol> <p><b>Co-Project Director(s):</b> Tania Brenes-Arguedas (The Regents of the University of California (Davis))</p>																											
FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE																											
This award, subject to the provisions above, shall constitute an obligation of funds on behalf of the Government. Such obligation may be terminated without further cause unless the recipient commences the timely drawdown of funds; such drawdowns may not exceed one year from issuance date of the award.																											
<b>Typed Name</b> Mark Heap Authorized Departmental Officer		<b>Signature</b> MARK.HEAP		<b>Date</b> 09/04/2020																							