

**U.S. DEPARTMENT OF AGRICULTURE
FARM PRODUCTION AND CONSERVATION MISSION AREA
BUSINESS CENTER
WASHINGTON, DC 20250**

FSA/RMA Notice FI-3379

FPAC NOTICE	NUMBER: FPAC-N 2400-001
SUBJECT: Fiscal Year (FY) 2019 Grants and Agreements End of Fiscal Year Cut Off Dates	DATE: June 20, 2019
APPROVING OFFICIAL: Thomas W. Christensen, Deputy Chief Operating Officer, Business Services	EXPIRATION DATE: September 30, 2019

1. PURPOSE

This notice informs allowance holders of the deadline for submitting grants and agreements requests for the fourth quarter of FY 2019.

2. MESSAGE

- a. **Background.** Timely submission of requests for grants and agreements will minimize the end-of-fiscal-year funding obligation workload “crunch,” thus reducing the risk that critical obligations will not be made in FY 2019. To optimize resources and enable workload planning, it is imperative that allowance holders anticipate the required cutoff date requirements and timely submit new grant and agreement requests through ServiceNow.
- b. **Grant, Agreement, and Agreement Amendment Requests.** The following table provides final cutoff dates established by the Grants and Agreements Division (GAD) Director for receipt of the remaining FY 2019 grants and agreements requests. Acceptance of a grant or agreement request requires a complete and correct package. Incomplete grant or agreement requests will not be accepted. Additionally, if a completed grant or agreement package is submitted after the final cutoff date, the likelihood that that package will be reviewed and obligated prior to the end of FY 2019 diminishes.

Agreement Type	Final Cutoff Date
Inter-agency new agreements, modifications (add funding), includes collection inter-agency agreements	July 15, 2019
New grants or agreements of any type	August 23, 2019*
Non-federal reimbursement, memoranda of understanding, and amendments to current agreements	August 23, 2019*

*Competition must be completed by this date, and the award packages submitted by August 23, 2019, for the winner of the competition.

*Exception—EWP Exigency Agreements and EWP no-cost extension amendments.

3. CONTACT

If you have questions about the cutoff dates, contact Robert Ibarra, Director, Grants and Agreements Division, by either of the following:

- a. telephone at 202-260-8286
- b. email to **robert.ibarra@usda.gov**

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