

UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)  
Natural Resources Conservation Service (NRCS)  
Conservation Technical Assistance (CTA) Program  
Grazing Lands Conservation Initiative (GLCI)

**Announcement of Funding  
for the  
Management and Control of Invasive Species  
Affecting Grazing Land**

**Catalog of Federal Domestic Assistance (CFDA) number:** 10.902

**EXECUTIVE SUMMARY:** NRCS requests applications for the management and control of invasive species affecting grazing land. Applications will be accepted from all 50 States, the Caribbean Area (Puerto Rico and the Virgin Islands), and the Pacific Basin Area (Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands). Priority consideration will be given to western range lands. NRCS will award up to \$4,146,120 through a nationwide competitive grants process and pay up to 50 percent of the cost of projects selected through the process, not to exceed \$500,000 per grant award. Applications are requested from eligible government or non-government organizations or individuals for competitive consideration of grant awards for projects between one and three years in duration. This notice sets forth the applicant and project eligibility requirements, application procedures, and grant award criteria. **The deadline for applications is April 3, 2006.**

(This announcement is not intended to be a pesticide cost-share opportunity for individual applicants to use on an individual field or farm; but, rather an opportunity to approach an invasive species concern on a local, statewide, or regional basis. Proposals may contain strategies that include financial incentives for individual farmers or ranchers, or groups of them.)

**ADDRESSES:** The address for hand-delivered applications or applications submitted using express mail or overnight courier service is: GLCI - Invasive Grants; c/o Grants and Agreements Staff; Natural Resources Conservation Service; Management Services Division; 14<sup>th</sup> and Independence Ave., SW; Room 5220-S; Washington, DC 20050.

Applications sent via the U.S. Postal Service must be sent to the following address: GLCI Invasive Species Grants; Grants and Agreements Staff; Natural Resources Conservation Service; Management Services Division; Room 5220-S, Post Office Box 2890, Washington, D.C. 20013-2890.

To submit your application electronically, please log on to [www.grants.gov/apply](http://www.grants.gov/apply) and follow the instructions.

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## **PART I – FUNDING OPPORTUNITY DESCRIPTION**

### **A. Legislative Authority**

Soil Conservation and Domestic Allotment Act of 1935 16 U.S.C. 590a et seq., and Public Law 109-97 (Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2006), House Report 109-255 at page 87.

### **B. Overview**

The Natural Resources Conservation Service (NRCS) is accepting applications for single- or multi-year projects (not to exceed three years) to manage and/or control invasive species, from eligible entities, including Federally-recognized Indian Tribes, State and local governments, non-governmental organizations, and individuals. Applications will be accepted from all 50 States, the Caribbean Area (Puerto Rico and the Virgin Islands), and the Pacific Basin Area (Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands).

The purpose of the invasive species competitive grants is to encourage and support the management and control of invasive species affecting grazing lands. (Western range lands will be given priority consideration for the funding.) Use of the “cooperative conservation” approach (collaborating and working with others on projects) is strongly encouraged.

This announcement is not intended to be a pesticide cost-share opportunity for an applicant to use on an individual field or farm; but, rather an opportunity to approach an invasive species concern on a local, statewide, or regional basis. Proposals may contain strategies that include financial incentives/cost-share components for individual farmers or ranchers, or groups of them. The use of Integrated Pest Management techniques and biological pest control methods is encouraged.

Invasive species are defined as non-native species in an ecosystem that cause, or are likely to cause economic or environmental harm, or harm to human health. Invasive species, for the purpose of this announcement, are plants, animals, and insects.

Rangeland, pastureland, and other grasslands account for nearly one-half of the total land area in the United States. Managing and controlling invasive species on these lands have a direct effect on the social, cultural, and economic condition of U.S. communities, towns, and counties. It is estimated that invasive plants infest over 100 million acres in the U.S., and the spread of noxious weeds is a persistent challenge.

NRCS is an agency of the U.S. Department of Agriculture that provides technical and financial assistance to individuals, groups, and communities in planning and carrying out soil, water, and related natural conservation activities.

The Grazing Lands Conservation Initiative (GLCI), funded by NRCS through Congressional directive, is a nationwide collaborative process of individuals and

organizations working together to maintain and improve the management, productivity, and health of the Nation's privately owned grazing land.

### **C. Award Information**

Effective on the publication date of this notice, NRCS announces the availability of up to \$4,146,120 for grants to manage and control invasive species. The grants, which will be awarded through a nationwide competitive grants process, will require a 50 percent match (see PART III C. Matching Funds below for more details). The minimum federal grant award for an individual project will be \$50,000, the maximum will be \$500,000. Approximately 40 grant awards are expected to be made. Awards will be made using Grant Awards with NRCS National Headquarters in Washington, DC. The anticipated start date for awarded projects is July 1, 2006. Recipients cannot start until they have been notified (see Part III G. b. and Part IV C).

## **PART II – ELIGIBILITY**

### **A. Applicant**

GLCI Invasive Species Grant applicants must be a Federally-recognized Indian Tribe; State or local unit of government; non-governmental organization; or individual.

### **B. Project**

Projects must address a local, watershed, state, or regional invasive species issue affecting grazing lands. Priority will be given to proposals impacting western range lands. Projects utilizing the “cooperative conservation” approach and having high potential for success are being sought. Use of Integrated Pest Management techniques and biological pest control methods is encouraged.

### **C. Matching Funds**

Selected applicants may receive up to 50 percent of the total project cost. Applicants must provide non-Federal funding for at least 50 percent of the project cost. Up to 50 percent (25 percent of the total project cost) of the applicant’s match may be from in-kind contributions. The remainder must be in cash.

### **D. Beginning and Limited Resource Farmers and Ranchers, and Indian Tribes**

Up to 15 percent of the total funds available will be set-aside for applications from Beginning and Limited Resource Farmers and Ranchers, Indian Tribes, or community-based organizations comprised of or representing these entities. To compete for these set-aside funds, the applicant must make a declaration in the application as described in Part III B. 5. of this notice. Applications that are unsuccessful in the set-aside competition will be placed automatically in the general application pool for consideration. Funds not used in the set-aside pool will revert back into the general funding pool. In addition, an exception regarding matching funds is made for projects funded out of the set-aside. Seventy-five (75) percent of the applicant’s matching funds may be derived from in-kind contributions for Beginning and Limited Resource Farmers and Ranchers, and Indian Tribes.

## **PART III – APPLICATION AND SUBMISSION INFORMATION**

### **A. How to Obtain Application Materials**

All OMB standard forms needed are posted on the following OMB website: [http://www.whitehouse.gov/omb/grants/grants\\_forms.html](http://www.whitehouse.gov/omb/grants/grants_forms.html). Applications can be made and application materials can also be obtained at Grants.gov. Application packets may also be obtained from Thomas Sommer by email ([thomas.sommer@wdc.usda.gov](mailto:thomas.sommer@wdc.usda.gov)) or phone (202) 205-4211.

### **B. Proposal Content and Format**

Proposals must contain the information set forth below in order to receive consideration for a grant. Applicants should not assume prior knowledge on the part of NRCS or others as to the relative merits of the project described in the application. Proposals are to be typewritten on 8½” x 11” white paper, double spaced, and on one side only. The text of the proposal must be typewritten in a font no smaller than 12-point, with one-inch margins. If submitting proposals for more than one project, submit a separate, complete application package for each project.

Proposals must include all required forms and narrative sections described below; incomplete applications will not be considered:

**1. Cover Sheet:** Applications must use Standard Form 424 as the cover sheet for each project proposal. Standard Form 424 can be downloaded from <http://www.whitehouse.gov/omb/grants/sf424.pdf>, or obtained from a NRCS State Office (a list of NRCS State Offices is provided in the appendix of this announcement). Note that in Section 15 of the SF-424, the funding amounts listed must reflect the amounts requested and contributed for the entire duration of the project.

**2. Project Abstract:** Each proposal must contain a summary of not more than two pages that list the following:

- a. Project title;
- b. Project duration (beginning and ending dates);
- c. Name, address, telephone, e-mail, and other contact information for the project director (please provide a mailing address, not a P.O. box);
- d. Names and affiliations of project partners/collaborators;
- e. Estimated number of people benefited by the project;
- f. Invasive species concern(s) to be addressed;
- g. List of deliverables/products of project activities;
- h. Summary of the work to be performed;
- i. Total project cost; and,
- j. Total Federal funds requested.

**3. Project Description:** Each project must be completely and accurately described in no more than 10 typewritten, double-spaced pages, which must include the following:

- a. Project background: Describe the history of, and need for, the project. Provide

evidence that the proposed project has been studied sufficiently to indicate a good probability for success of the project;

b. Project objectives: Be specific, using qualitative and quantitative measures, if possible, to describe the project's purpose and goals;

c. Project methods: Describe clearly the methodology of the project and the tools or processes that will be used to implement the project;

d. Location and size of project or project area: Describe the location of the project and the relative size and scope (e.g., acres, farm types and demographics, etc.) of the project area. Provide a map, if possible;

e. Participants: Identify all of the partners involved in the proposed project and indicate their roles and responsibilities;

f. Project action plan and timeline: Provide a table listing project actions, timeframes, and associated milestones through project completion.

g. Project management: Give a detailed description of how the project will be organized and managed. Include a list of key project personnel, their relevant education or experience, and their anticipated contributions to the project. Explain the level of participation required in the project by government and non-government entities. Identify who will participate in monitoring and evaluating the project;

h. Benefits or results expected and transferability: Identify the results and benefits to be derived from the proposed project activities. Identify project beneficiaries—for example, agricultural producers by type or region or sector; rural communities; municipalities. Explain how these entities will benefit;

i. New or ongoing activity: State whether the proposed project will be a new initiative, or whether it is an enhancement of an existing, on-going initiative;

j. Project evaluation: Describe the methodology or procedures to be followed to evaluate the project, determine technical feasibility, and quantify the results of the project for the final report. Grant recipients will be required to provide a biannual report of progress, quarterly financial reports, and a final project report to NRCS. Instructions for submitting reports will be detailed in the grant agreement; and,

k. Environmental impacts: Describe the anticipated environmental effects of the proposed project. This description will be used to determine whether an Environmental Assessment (EA) or Environmental Impact Statement (EIS) is needed for any given project, prior to the awarding of grant funds. The applicant is responsible for the cost of an EA or EIS, should one be required. This cost may be counted as part of the grantee's in-kind contribution.

**4. Budget Information:** Use Standard Form 424A to document budget needs. Standard Form 424A can be found at <http://www.whitehouse.gov/omb/grants/sf424a.pdf>, or obtained from a NRCS State Office. In addition, provide a detailed narrative in support of the budget for the project. Itemize the costs necessary for successful completion of the proposed project. Indicate the total amount (both cash and in-kind) of non-Federal matching support that will be provided to the proposed project. Identify the source, the amount, and the nature (cash or in-kind) of the matching funds. In-kind costs of equipment or project personnel cannot exceed 50 percent of the applicant's match (except in the case of projects carried out by either a Beginning or Limited Resource Farmer or Rancher, or Indian Tribe, or a community-based organization comprised of or

representing these entities). The remainder of the match must be provided in cash.

**5. Declaration of Beginning Farmer or Rancher or Limited Resource Farmer or Rancher, or Indian Tribe:**

If an applicant wishes to compete in the 15 percent set-aside funding pool and take advantage of the in-kind contribution exception, applicants must make a declaration in writing of their status as a Beginning Farmer or Rancher or Limited Resource Farmer or Rancher, or Indian Tribe, or a community-based organization comprised of or representing these entities. Definitions and regulations for Beginning and Limited Resource Farmers and Ranchers found in 7 CFR 1466.3 will be used for the purpose of this amendment. A self determination tool can be found at [www.lrftool.sc.egov.usda.gov](http://www.lrftool.sc.egov.usda.gov). Applicants may also seek information and assistance from local NRCS offices

**6. State Conservationist/Regional Assistant Chief Letter of Review:** Applications for projects within a State must include a letter of review from the appropriate NRCS State Conservationist. Multi-State/Regional applications must include a letter of review from appropriate Regional Assistant Chief. The respective State Conservationist/Regional Assistant Chief will review the proposed project for potential duplication of efforts, ethics concerns, and consistency with the NRCS mission. A list of NRCS State Conservationists and Regional Assistant Chiefs, addresses, and phone numbers is included at the end of this notice. Applicants are encouraged to consult with the appropriate State Conservationist/Regional Assistant Chief during proposal development to discuss the letter of review. In addition, applicants should allow sufficient time to secure letters of review in order to meet the application deadline. Applicants should allow State Conservationists/Regional Assistant Chiefs at least one week to review an application and provide a letter of review.

**7. Certifications:** All applications must include a signed Standard Form (SF) 424B - Assurances, Non-construction Programs. SF 424B may be found at: <http://www.whitehouse.gov/omb/grants/sf424b.pdf>, or contact a State NRCS office; Applicants, by signing and submitting an application, assure and certify that they are in compliance with the following from 7 Code of Federal Register (CFR):

- a. Part 3017, Governmentwide Debarment and Suspension (Nonprocurement) ([http://www.access.gpo.gov/nara/cfr/waisidx\\_04/7cfr3017\\_04.html](http://www.access.gpo.gov/nara/cfr/waisidx_04/7cfr3017_04.html));
- b. Part 3018, New Restrictions on Lobbying ([http://www.access.gpo.gov/nara/cfr/waisidx\\_04/7cfr3018\\_04.html](http://www.access.gpo.gov/nara/cfr/waisidx_04/7cfr3018_04.html)); and,
- c. Part 3021, Governmentwide Requirements for Drug-Free Workplace (Financial Assistance) ([http://www.access.gpo.gov/nara/cfr/waisidx\\_04/7cfr3021\\_04.html](http://www.access.gpo.gov/nara/cfr/waisidx_04/7cfr3021_04.html)).

**8. DUNS Number:** A Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 70 million businesses worldwide. A federal Register notice of final policy issuance (68 FR 38402) requires a DUNS number in every application (i.e., hard copy and electronic) for a grant or cooperative agreement (except applications from individuals) submitted on or after October 1, 2003. Therefore, potential applicants should verify that they have a DUNS number or take the

steps needed to obtain one. For information about how to obtain a DUNS number go to <http://www.grants.gov/RequestaDUNS> or call 1-866-705-5711. Please note that the registration may take up to 14 business days to complete.

**Required Registration for Grants.gov:** The Central Contract Registry (CCR) is a database that serves as the primary Government repository for contractor information required for the conduct of business with the Government. This database will also be used as a central location for maintaining organizational information for organizations seeking and receiving grants from the Government. Such organizations must register in the CCR registration). For information about how to register in the CCR visit the “Get Started” section at <http://www.grants.gov>. Allow a minimum of 5 days to complete the CCR registration.

### **C. How to Submit a Written Proposal**

Applicants must submit one signed original and six complete copies of each project application. Each copy of the proposal must be stapled securely in the upper left hand corner. Hard copies must be accompanied by an electronic copy on a 3½-inch diskette or compact disc (CD). Electronic files must be either Microsoft Word or Acrobat (pdf) files. Applications submitted via facsimile or e-mail will not be accepted.

Submit written proposals to:  
Grants and Agreements Staff  
Natural Resources Conservation Service  
14<sup>th</sup> and Independence Ave., SW  
Room 5220-S  
Washington, DC 20250

### **D. How to Submit a Proposal Electronically:**

Applicants may submit proposals electronically through Grants.gov, the federal government’s e-grants portal. Applications submitted through Grants.gov must contain all of the elements of a complete application outlined above. Instructions for electronically submitting the required standard forms, abstract, narrative, and declarations are included in the Invasive Species Grants.gov notice. The State Conservationist/Regional Assistant Chief letter of review may be submitted electronically (scanned in) or mailed to NRCS separately. Applications submitted electronically are date and time stamped by Grants.gov and must be received by the identified closing date.

**Note: NRCS is not responsible for any technical malfunctions or website problems related to Grants.gov. Applicants should begin the Grants.gov process well before the submission deadline to avoid problems.**

### **E. Proposal Due Date**

**Proposals must be received in the NRCS National Office by 5 p.m., Eastern Standard Time (EST) on April 3, 2006** A proposal’s postmark date is not a factor in whether an application is received on time. The applicant assumes the risk of any delays in proposal delivery. Applicants are strongly encouraged to submit completed

applications via overnight mail or delivery service to ensure timely receipt by NRCS.

#### **F. Acknowledgement of Submission**

Proposals received by the due date will be acknowledged with an official letter. If an applicant has not received an acknowledgment within 60 days of the submission, the applicant must contact the administrative contact (see “Agency Contacts” below) immediately. Failure to do so may result in the application not being considered for funding by the peer review panel.

#### **G. Funding Restrictions**

The indirect (administrative) costs for awards may not exceed 15 percent of the total Federal funds provided under each award. Awardees may not use unrecovered indirect costs as part of their matching funds.

Federal funds may not be used to pay any of the following costs unless otherwise permitted by law, or approved in writing by the Authorized Departmental Officer in advance of incurring such costs:

- a. Costs above the amount of funds authorized for the project;
- b. Costs incurred prior to the effective date of the grant;
- c. Costs which lie outside the scope of the approved project and any amendments thereto;
- d. Entertainment costs, regardless of their apparent relationship to project objectives;
- e. Compensation for injuries to persons, or damage to property arising out of project activities;
- f. Consulting services performed by a Federal employee during official duty hours when such consulting services result in the payment of additional compensation to the employee; and,
- g. Renovation or refurbishment of research or related spaces; the purchase or installation of fixed equipment in such spaces; and the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.
- h. Indirect costs, cost share on other Federally sponsored awards.

This list is not exhaustive. Questions regarding the allowances of particular items of cost should be directed to the NRCS administrative contact (below).

### **Part IV - Application Review**

#### **A. Proposal Review and Selection Process**

Prior to technical review, each application will be screened for completeness and compliance with the provisions of this notice. Incomplete applications and those that do not meet the provisions of this notice will be eliminated from competition, and notification of elimination will be mailed to the applicant. Applications meeting the provisions of this notice will be scored by a Grant Review Panel against the Criteria for Proposal Evaluation listed below. The Grant Review Panel will make recommendations to the Chief for final selection and funding decisions.

## **B. Criteria for Proposal Evaluation**

Peer review panels will use the following criteria to evaluate project proposals. The weight of each set of criterion is shown:

1. Purpose and goals: (40 %)
  - a. The purpose and goals of the project are clearly stated;
  - b. The project manages or controls the spread of a high priority invasive species related to grazing land;
  - c. The project will impact western range lands (not required); and,
  - d. There is clear and significant potential for a positive and measurable outcome.
2. Soundness of approach or design: (30 %)
  - a. Technical design and implementation strategy is based on sound science;
  - b. Cooperative conservation principles (collaboration and involvement of others) are integral part of the approach/design.
  - c. There is a good likelihood of project success; and,
  - d. The project promotes environmental enhancement and protection.
3. Project management: (20 %)
  - a. The proposal has clear milestones, timelines, and designated staff;
  - b. The project staff has the technical expertise needed to do the work; and
  - c. The budget is reasonable and adequately justified.
4. Transferability: (10%)
  - a. There is great potential to transfer the approach or technology to others and/or to other geographical areas; and,
  - b. The project will result in the development of technical or related materials (e.g., technical standards, technical notes, manuals, handbooks, software) that will help foster adoption of the technology or approach by other producers, and in other geographic areas.

## **C. Anticipated Announcement Date**

Awards are expected to be announced on June 8, 2006.

# **PART V – AWARD INFORMATION AND ADMINISTRATION**

## **A. Award Notification**

Applicants who have been selected will be notified by official notice from NRCS's National Headquarters. The official notice signed by the authorizing official indicates that awardees may proceed with their projects. Applicants whose proposals have not been selected will be notified by official letter.

## **B. Grant Agreement**

NRCS will use a grant agreement with selected applicants to document participation in an invasive species competitive grant. The grant agreement will include:

- project objectives and deliverables;
- project progress and budget reporting requirements;
- award amount and budget information;
- information regarding requests for advance of funds or reimbursement;

- other requirements and terms deemed necessary by NRCS to protect the interests of the United States.

Neither the approval of any application nor the award of any grant agreement commits or obligates the United States to provide further support of a project or any portion thereof or implies any endorsement.

### **C. Reporting Requirements**

Grantees receiving Federal funds of more than \$25,000 are required to submit a SF-272 (Report of Federal Cash Transactions), and when necessary, the continuation sheet, SF-272-A, no later than 15 days following the end of each quarter or 90 days after project completion. These reports are used to monitor cash advanced to recipients and to obtain disbursement and outlay information for each award.

Grantees must submit a Financial Status Report (SF 269) no later than 30 days after the end of each quarter and 90 days after completion of project.

Requests for payment shall be submitted by the grantee on Standard Form (SF) 270 to NRCS. Requests should be submitted monthly or quarterly (whichever is mutually agreed upon by both parties). Requests will cite the grant number, fund citation, remittance address, and billing period. The SF-270s are to be submitted to the technical contact identified in IV.

In addition, every six months the grantee must submit a written performance progress report to NRCS National Headquarters. This report is distinct from the quarterly financial report described above. Each progress report shall cover work performed during the previous 6-month period, including any funded or unfunded time extensions, a comparison of actual accomplishments to project goals, and a statement of work projected to be completed in the next 6-month period. A progress report template will be provided to grantees by NRCS

NRCS will designate a Technical Contact for the project. These individuals will have technical oversight responsibility for the project. The grantee must send copies of each biannual progress report to the technical contact, and comply with any requests for information from these individuals. NRCS recommends that the grantee work closely with these subject matter experts throughout the course of the project.

Upon passage of the completion date of the project, a final report must be submitted within 90 days detailing project activities, funding received and expended, results, potential for transferability of results, and conclusions.

## **PART VI - Agency Contacts**

### **A. Administrative:**

Grants and Agreements Staff  
Natural Resources Conservation Service  
14<sup>th</sup> and Independence Ave., SW  
Room 5220-S  
Washington, DC 20250  
Phone: (202) 720-5436

### **B. Programmatic:**

Thomas Sommer  
Acting GLCI Program Manager  
Natural Resources Conservation Service  
14<sup>th</sup> and Independence Avenue SW, Room 6016-S,  
Washington, DC 20250.  
Phone: (202) 205-4211:  
[thomas.sommer@wdc.usda.gov](mailto:thomas.sommer@wdc.usda.gov);

## **PART VII – OTHER INFORMATION**

### **A. NRCS State Conservationists**

Alabama: W. Gary Kobylski, 3381 Skyway Drive, Post Office Box 311, Auburn, AL 36830; phone: (334) 887-4500; fax: (334) 887-4552; [gary.kobylski@al.usda.gov](mailto:gary.kobylski@al.usda.gov)

Alaska: Robert Jones, Atrium Building, Suite 100, 800 West Evergreen, Palmer, AK 99645-6539; phone: (907) 761-7760; fax: (907) 761-7790; [robert.jones@ak.usda.gov](mailto:robert.jones@ak.usda.gov)

Arizona: David McKay, Suite 800, 3003 North Central Avenue, Phoenix, AZ 85012-2945; phone: (602) 280-8808; fax: (602) 280-8809 or 8805; [david.mckay@az.usda.gov](mailto:david.mckay@az.usda.gov)

Arkansas: Kalven L. Trice, Federal Building, Room 3416, 700 West Capitol Avenue, Little Rock, AR 72201-3228; phone: (501) 301-3100; fax: (501) 301-3194; [kalven.trice@ar.usda.gov](mailto:kalven.trice@ar.usda.gov)

California: Lincoln E. Burton, Suite 4164, 430 G Street, Davis, CA 95616-4164; phone: (530) 792-5600; fax: (530) 792-5790; [ed.burton@ca.usda.gov](mailto:ed.burton@ca.usda.gov)

Caribbean Area: Juan A. Martinez, Director, IBM Building, Suite 604, 654 Munoz Rivera Avenue, Hato Rey, PR 00918-4123; phone: (787) 766-5206; fax: (787) 766-6563; [juan.martinez@pr.usda.gov](mailto:juan.martinez@pr.usda.gov)

Colorado: James Allen Green, Room E200C, 655 Parfet Street, Lakewood, CO 80215-5521; phone: (720) 544-2810; fax: (720) 544-2965; [allen.green@co.usda.gov](mailto:allen.green@co.usda.gov)

Connecticut: Margo L. Wallace, 344 Merrow Road, Tolland, CT 06084; phone: (860) 871-4011; fax: (860) 871-4054; [margo.wallace@ct.usda.gov](mailto:margo.wallace@ct.usda.gov)

Delaware: Jon F. Hall, 1221 College Park Drive, Suite 100, Dover, DE 19904-8713; phone: (302) 678-4160; fax: (302) 678-0843; [jon.hall@de.usda.gov](mailto:jon.hall@de.usda.gov)

Florida: T. Niles Glasgow, 2614 N.W. 43rd Street, Gainesville, FL 32606-6611, or Post Office Box 141510, Gainesville, FL 32614; phone: (352) 338-9500; fax: (352) 338-9574; [niles.glasgow@fl.usda.gov](mailto:niles.glasgow@fl.usda.gov)

Georgia: James Tillman (Acting), Federal Building, Stop 200, 355 East Hancock Avenue, Athens, GA 30601-2769; phone: (706) 546-2272; fax: (706) 546-2120; [james.tillman@ga.usda.gov](mailto:james.tillman@ga.usda.gov)

Hawaii: Lawrence T. Yamamoto, Room 4-118, 300 Ala Moana Boulevard, Honolulu, HI 96850-0002; phone: (808) 541-2600 ext. 100; fax: (808) 541-1335; [larry.yamamoto@hi.usda.gov](mailto:larry.yamamoto@hi.usda.gov)

Idaho: Richard W. Sims, Suite C, 9173 West Barnes Drive, Boise, ID 83709; phone:

(208) 378-5700; fax: (208) 378-5735; [richard.sims@id.usda.gov](mailto:richard.sims@id.usda.gov)

Illinois: William J. Gradle, 2118 W. Park Court, Champaign, IL 61821; phone: (217) 353-6600; fax: (217) 353-6676; [bill.gradle@il.usda.gov](mailto:bill.gradle@il.usda.gov)

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