

employee is compensated, in accordance with established university policies and applicable Federal cost principles.

(v) If the proposal addresses more than one targeted need area, estimate the proportion of the funds requested from USDA that will support each respective targeted need area.

(i) Current and pending support. Each applicant must complete Form CSRS-663, "Current and Pending Support," identifying any other current public- or private-sponsored projects, in addition to the proposed project, to which key personnel listed in the proposal under consideration have committed portions of their time, whether or not salary support for the person(s) involved is included in the budgets of the various projects. This information should also be provided for any pending proposals which are currently being considered by, or which will be submitted in the near future to, other possible sponsors, including other USDA programs or agencies. Concurrent submission of identical or similar projects to other possible sponsors will not prejudice the review or evaluation of a project under this program.

(j) Appendix. Each project narrative is expected to be complete in itself and to meet the 20-page limitation. Inclusion of material in the Appendix should not be used to circumvent the 20-page limitation of the proposal narrative. However, in those instances where inclusion of supplemental information is necessary to guarantee the peer review panel's complete understanding of a proposal or to illustrate the integrity of the design or a main thesis of the proposal, such information may be included in the Appendix. Examples of supplemental material are photographs, journal reprints, brochures and other pertinent materials which are deemed to be illustrative of major points in the narrative but unsuitable for inclusion in the proposal narrative itself. Information or previously submitted proposals may also be presented in the Appendix (refer to paragraph (e) of this section). When possible, information in the Appendix should be presented in tabular format. A complete set of the Appendix material must be attached to each copy of the grant application submitted. The Appendix must be identified with the title of the project as it appears on Form CSRS-712 of the proposal and the name(s) of the principal investigator(s). The Appendix must be referenced in the proposal narrative.

(k) Special considerations. A number of situations encountered in the conduct of research require special information or supporting documentation before

funding can be approved for the project. If such situations are anticipated, proposals must so indicate via completion of Form CSRS-662, "Assurance Statement(s)." It is expected that some applications submitted in response to these guidelines will involve the following:

(1) Recombinant DNA research. All key personnel identified in the proposal and all endorsing officials of the proposing organization are required to comply with the guidelines established by the National Institutes of Health entitled "Guidelines for Research Involving Recombinant DNA Molecules," as revised. All applicants proposing to use recombinant DNA techniques must so indicate by checking the appropriate box on Form CSRS-712, "Higher Education Proposal Cover Page," and by completing the applicable section of Form CSRS-662. In the event a project involving recombinant DNA or RNA molecules results in a grant award, the Institutional Biosafety Committee of the proposing institution must approve the research plan before CSREES will release grant funds.

(2) Protection of human subjects. Responsibility for safeguarding the rights and welfare of human subjects used in any grant project supported with funds provided by CSREES rests with the performing organization. Guidance on this is contained in the Department of Agriculture regulations under 7 CFR part 1c. All applicants who propose to use human subjects for experimental purposes must indicate their intention by checking the appropriate block on Form CSRS-712, "Higher Education Proposal Cover Page," and by completing the appropriate portion of Form CSRS-662. In the event a project involving human subjects results in a grant award, the Institutional Review Board of the proposing institution must approve the research plan before CSREES will release grant funds.

(3) Laboratory animal care. Responsibility for the humane care and treatment of laboratory animals used in any grant project supported with funds provided by CSREES rests with the performing organization. All key project personnel and all endorsing officials of the proposing organization are required to comply with the Animal Welfare Act of 1966, as amended (7 U.S.C. 2131 *et seq.*), and the regulations promulgated thereunder by the Secretary of Agriculture in 9 CFR parts 1, 2, 3, and 4 pertaining to the care, handling, and treatment of laboratory animals. All applicants proposing a project which involves the use of laboratory animals must indicate their intention by

checking the appropriate block on Form CSRS-712, "Higher Education Proposal Cover Page," and by completing the appropriate portion of Form CSRS-662. In the event a project involving the use of living vertebrate animals results in a grant award, the Institutional Animal Care and Use Committee of the proposing institution must approve the research plan before CSREES will release grant funds.

(l) Compliance with the National Environmental Policy Act (NEPA). As outlined in 7 CFR part 3407 (CSREES's implementing regulations of the National Environmental Policy Act of 1969), environmental data for the proposed project is to be provided to CSREES in order for a determination to be made as to the need for any further action such as preparation of an environmental assessment (EA) or environmental impact statement (EIS).

(1) NEPA determination statement. In order for a determination to be made, pertinent information regarding environmental activities is necessary; therefore, Form CSRS-1234, "National Environmental Policy Act Exclusions Form," along with supporting documentation, must be included in the proposal indicating whether or not the project falls under USDA categorical exclusions as defined in 7 CFR 1b.3 (and restated at 7 CFR 3407.6(a)(1)) or CSREES categorical exclusions defined at 7 CFR 3407.6(a)(2) (i) and (ii). The information should be identified in the Table of Contents as "NEPA Determination Statement" and Form CSRS-1234 and the supporting documentation should be placed at the back of the proposal.

(2) Exceptions to categorical exclusions. An EA or EIS shall be prepared for an activity which is normally within the purview of categorical exclusion where it is determined by CSREES that substantial controversy on environmental grounds exists or that other extraordinary conditions or circumstances are present which may cause such activity to have a significant environmental effect.

## **Subpart F—Review and Evaluation of a Research Proposal**

### **§ 3406.19 Proposal review—research.**

The proposal evaluation process includes both internal staff review and merit evaluation by peer review panels comprised of scientists, educators, business representatives, and Government officials who are highly qualified to render expert advice in the areas supported. Peer review panels will be selected and structured to provide