



United States
Department of
Agriculture

Research Education and
Economics

National Institute of
Food and Agriculture

1400 Independence
Avenue SW
Washington, DC
20250

08/08/2017

To:
State Agricultural Experiment Stations: CA-A NJ CA-D

From:
Bart Hewitt
Planning Accountability and Reporting Staff, NIFA

Subject: Participation in New and Revised MRF Project

The abovelisted stations, agency, university, institution and/or other participating organization(s) are listed as participants in WDC41: Understanding Recruitment and Retention in the 4H Club Program by the Executive Directors on behalf of the Regional Directors Association and concurred in by NIFA for the period beginning 07/05/2017 through 09/30/2018.

The project outline may be accessed from the following URL address:
<http://nimss.org/projects/view/mrp/outline/18433>. If other retrieval assistance is required, please contact the appropriate Regional System Administrator as indicated here:
http://www.nimss.org/directory/regional_offices

Important: All participants whose participation will be supported in full or in part by Hatch Multistate Research Funds (MRF) must document their participation on this project in NIFA's REEport system before such funds may be expended. Guidance for submitting a Hatch Multistate Project Initiation in REEport may be found in the REEport Guide for Project Directors. Note that corresponding multistate number must be selected from the down menu in REEport in order to begin the Project Initiation; do not proceed unless the correct multistate number is available to select. Also note that you will need to indicate the specific objective(s) of the MRF on which your station will conduct research.

Additionally, we request the following actions:

1. ADMINISTRATORS OF FEDERAL AGENCIES (EXCEPT USDA-ARS):

Please forward the URL address for this outline to the person(s) in your agency who is actually participating in the project (they are indicated on the "Resources" page of the project outline).

2. USDA ARS-NPS:

Please forward the URL address for this outline to the person(s) in your area who is actually participating in the project (they are indicated on the "Resources" page of the project outline) and facilitate updating the ARS project files to reflect this cooperation.

3. USDAARSNPS (J. Stetka):

Please forward the URL address for this outline to the person(s) in your area who is actually participating in the project (they are indicated on the "Resources" page of the project outline); and, in submitting the necessary information to update the ARS project files to reflect this cooperation.

4. ADMINISTRATIVE ADVISER:

If there are participants outside the U.S. and/or State Agricultural Experiment Station system participating on this multistate project (indicated on the "Resources" page of the project outline), please forward the URL address for this project outline to the individual(s).

5. RESEARCH DIRECTORS OF EVANSALLEN PROGRAM:

If your university is participating on this multistate project (indicated on the "Resources" page of the project outline), please forward the URL address for this project outline to the appropriate person(s) at your university and, if appropriate, ensure the submission of a Project Initiation in the REEport system to document such participation.

If you have any project documentation or reporting questions, please contact NIFA at (202) 720-0747 or email bhewitt@nifa.usda.gov.

Bart Hewitt
Director - Planning, Accountability, and Reporting Staff
Office of the Director
National Institute of Food & Agriculture, USDA