

# USDA's Pandemic Response and Safety (PRS) Grant Program

Eligibility and Application Details

# Important Dates

- Application Period Opens: October 6, 2021
- Application Period Closes: 11:59 PM Eastern Time on November 22, 2021
- Eligible expenses must be incurred or plan to be incurred between January 27, 2020 and December 31, 2021

# What is the Pandemic Response and Safety Grant Program (PRS)?

The purpose of this grant is to assist nonprofits and small business owners in agriculture respond to COVID-19. This includes protecting workers against COVID-19.

- These small business owners include specialty crop, aquaculture producers, other select producers, food processors and distributors, and farmers markets.



# What does the grant cover?

- The PRS Grant covers eligible costs January 27, 2020 to December 31, 2021.
- \$650 million is available.
- \$1,500 to \$20,000 per business.
- More details [here](#).

# What does the grant cover? (continued)

- Funds cover the changes made by your business in response to COVID related to:
  - **Workplace Safety**
    - Provide personal protective equipment, thermometers, cleaning supplies, sanitizer, or hand washing stations
    - Installation and purchase of air filters or new signage
  - **Market Pivots**
    - Develop and implement online platforms
    - Utilize online or print materials to communicate market pivots
  - **Retrofitting Facilities**
    - Installation and purchase of protective barriers made of plexiglass or plastic sheeting, walk up windows, heat lamps/heaters, fans, tents, propane, weights, tables, chairs and lighting
  - **Transportation**
    - Secure additional transportation services for workers
    - Offer new delivery routes or distribution services
  - **Worker Housing**
    - Secure additional housing resources/services to maintain social distancing or to allow for quarantining of new or exposed employees
  - **Medical**
    - Offer or enable vaccinations, testing, or healthcare treatment of infected employees, including any paid leave due to COVID-19 infection

# Who is eligible? NAICS Codes and Size Standards for Eligible Industries

- All farmers markets are eligible for the PRS grant.
- Eligible **producer codes** and size standards are listed under:
  - Subsector 111 — Crop Production
  - Subsector 112 — Animal Production and Aquaculture
- Eligible **processor codes** and size standards are listed under:
  - Subsector 115 — Post-Harvest Crop Activities
  - Subsector 311— Food Manufacturing
- Eligible **distributor codes** and size standards are listed under:
  - Subsector 424 — Merchant Wholesalers, Nondurable Goods
  - Subsector 493 — Warehousing and Storage
- Link to check NAICS code eligibility [Link](#)

# Who is eligible? (continued)

For more details about eligible NAICS (North American Industry Classification System) codes for your operation and size standards, see this [link](#).

- Size standards could be number of employees or sales based on the NAICS code for your business.
- If your operation could be classified under two NAICS codes, you may choose between them when applying for this grant
- No NAICS codes are needed for farmers markets.
- Watch a video explaining eligibility [here](#).
- The deadline is **November 22<sup>nd</sup> 2021** at 11:59 Eastern time.

# How do I apply?

To apply for the PRS Grant Program, you **must obtain a DUNS** (data universal numbering system) number first. A DUNS number is a free, unique 9-digit identifier for your business.

- To create a DUNS number, use this [link](#).
- [Video](#) detailing getting a DUNS number.
- Note that it may take **5 business days** to receive your number, so take this into consideration when applying. You will receive your DUNS number via an email.
- Unsure if you already have a DUNS number? The website will prompt you to look yours up, if you have one.



# Where do I apply?

Once you have obtained your DUNS number, you can complete the online application at the [PRS Grant Program Application](#).

- On your application, you will fill out basic contact info and your DUNS number, followed by completing a categorized breakdown of the COVID-19 expenses you wish to be reimbursed for.
- Receipts of expenses are not required for the application, but you should maintain sufficient records of your requested reimbursements or expenditures for proof of purchases.
  - Required to maintain all records pertaining to the grant for a period of 3 years after the final financial report has been submitted to USDA AMS.
- You will receive a confirmation email upon completion.
- [Video](#) detailing the application process.

# What will the application look like?

## Page 1

**Pandemic Response and Safety Grant Program Application**  
*Applicant Organization Form*

OMB Number: 4040-0004  
OMB Number: 0581-0326

**DUNS:**\* (required) ⓘ

**Legal Business/Organization Name:**\* (required)

**Legal Business/Organization Address:**\* (required)

**Eligible Industry:**\* (required) ⓘ

**Applicant Type:**\* (required)  
 Nonprofits with 501c(3) IRS Status   
 Nonprofits without 501c(3) IRS Status   
 Small Business

**Primary Contact:**\* (required) ⓘ

## Page 2

**Pandemic Response and Safety Grant Program Application**  
*PRS Activity Checklist (Appendix B)*

**Instructions:** Column A provides the outcomes and activities funded by PRS. In Column B, you must estimate your funding request to offset costs associated with the outcomes and activities; the total request in Column B must be between \$1,500 and \$20,000. In Column C, you can optionally indicate the actual costs you incurred for each of the outcomes and activities.

A: Eligible Outcomes and Activities	B: Funding Request	C: Actual Costs Incurred (Optional)
<b>Implement workplace safety measures to protect workers against COVID-19</b> <ul style="list-style-type: none"> <li>Provide personal protective equipment, thermometers, cleaning supplies, sanitizer, or hand washing stations</li> <li>Installation and purchase of air filters or new signage</li> </ul>	\$ [Enter \$ amount]	\$ [Enter \$ amount]
<b>Implement market pivots to protect workers against COVID-19</b> <ul style="list-style-type: none"> <li>Develop and implement online platforms</li> <li>Utilize online or print materials to communicate market pivots</li> </ul>	\$ [Enter \$ amount]	\$ [Enter \$ amount]
<b>Retrofitting facilities for worker and consumer safety to protect against COVID-19</b> <ul style="list-style-type: none"> <li>Installation and purchase of protective barriers made of plexiglass or plastic sheeting, walk up windows, heat lamps/heaters, fans, tents, propane, weights, tables, chairs and lighting</li> </ul>	\$ [Enter \$ amount]	\$ [Enter \$ amount]
<b>Provide additional transportation options to maintain social distancing and worker and consumer safety to protect against COVID-19</b> <ul style="list-style-type: none"> <li>Secure additional transportation services for workers</li> </ul>	\$ [Enter \$ amount]	\$ [Enter \$ amount]

# How will I know if I received the grant?

If you were approved for the grant, you will receive an email to the address provided on your application. This email will contain instructions on how to access your approved funding.

It is currently estimated to take 7 to 8 weeks from application deadline to issuance of grant award funds.

# Other

- Salaries are eligible expenses if staff shifted from their normal duties to implement COVID-19 response activities related to one of the activities listed in the approved eligible outcome categories.
- As a general rule, federal grants are considered taxable income.
- [Terms and Conditions](#)

# Q&A

- What if I have already received federal funds (ie CARES, PPP loans).
  - You can still apply, but you cannot use two different federal funds to cover the same cost.
- I am part of a farmers' market and have vendors that supply goods. Can we use the same application?
  - No, different entities should apply separately.
- Can I fix my application if I make a mistake? (for example, putting \$500 instead of \$5,000)
  - Yes, you can simply go back in and reapply. You do not need to cancel your first application, as the system uses your most recent application.
  - If you mistype your DUNS number, *reach out to the helpdesk ASAP.*
  - You can review your application in the confirmation email you receive after completing your application

# Application Checklist

- Check eligibility at [https://usda-prs.grantsolutions.gov/usda?id=usda\\_eligibility\\_info](https://usda-prs.grantsolutions.gov/usda?id=usda_eligibility_info)
- Get your business DUNS number at <https://support.dnb.com/?CUST=PandemicResponse>
  - Remember the 5-business day processing time!
- Apply at <https://usda-prs.grantsolutions.gov/>

**APPLICATION DEADLINE NOVEMBER 22<sup>ND</sup> 11:59 EST**

# Video Links for Each Step

- Eligibility - <https://www.youtube.com/watch?v=eUFSqgKst3Y>
- Duns # - [https://www.youtube.com/watch?v=uh\\_VQXUgeMA](https://www.youtube.com/watch?v=uh_VQXUgeMA)
- Apply - <https://www.youtube.com/watch?v=0EyhED5X4cA>



## STEP 1: Check Eligibility

To check that you are eligible to apply, click here!



## STEP 2. DUNS Registration

Before you can apply you must have a DUNS number. To request a DUNS number click here!



## STEP 3. Apply Now

Once you verified your eligibility and obtained your business/organization's DUNS number, click here!

# More Questions? Contact:

- PRS application website: <https://usda-prs.grantsolutions.gov/usda>
- PRS Helpdesk: (301)-238-5550
  - Monday-Friday 9am-9pm EST
- Email: [usda.ams.prs@grantsolutions.gov](mailto:usda.ams.prs@grantsolutions.gov)