



United States
Department of
Agriculture



Cooperative State
Research, Education,
and Extension Service

Washington, DC
20250-2200

TO: Extension Directors, Smith-Lever Program (including CSRS Retirement)
Directors, State Agricultural Experiment Stations

FROM: Ellen Danus, Chief 
Policy, Oversight, and Funds Management Branch

SUBJECT: Interim Fiscal Year 2005 Certification of Offset Forms

Attached are the Interim Certification of Offset Forms for fiscal year (FY) 2005. Since these forms are being sent electronically, please print and complete the information where indicated and mail them to CSREES at the address listed below. These forms may not be returned via e-mail, since an original signature is required. The matching amount for your institution can be located on the attached Smith-Lever Estimate Spreadsheet for FY 2005. The U.S. territories have a 50% matching requirement estimate of their FY 2004 Smith-Lever 3(b) & (c) allocation; there is no required match for the U.S. territories for CSRS Retirement. All matching "estimates" for FY 2005 are based on the FY 2004 allocation. A Certification of Offset Form is required for both Smith-Lever 3(b)&(c) and CSRS Retirement Funds. **These interim certification forms must be returned to CSREES before any FY 2005 funds can be disbursed.**

Please complete and return these forms no later than September 30, 2004, either by fax at (202) 401-3481, or by mail to:

US Postal Service
Funds Management Section
Office of Extramural Programs
CRGAM, CSREES, USDA
Stop 2298, 2200-D
1400 Independence Avenue, SW
Washington, DC 20250-2298

FedEx/UPS
Funds Management Section
Office of Extramural Programs
CRGAM, CSREES, USDA
800 9th Street, SW
Room 2200-D
Washington, DC 20024

If you have any questions, please contact Arnita Cross, Funds Management Section, Office of Extramural Programs, at (202) 401-8982 or via electronic mail at across@csrees.usda.gov.

UNITED STATES DEPARTMENT OF AGRICULTURE
Cooperative State Research, Education, and Extension Service

FY 2005 Estimated Appropriation to Eligible Institutions for Extension Activities
 Authorized under the Smith-Lever Act and the D.C. Postsecondary Education Reorganization Act

		Smith-Lever Act	
		Section 3(b) & (c)	
			CSRS
		Regular	Retirement 1/
Alabama	Auburn University	\$6,286,685	\$469,198
Alaska	University of Alaska-Fairbanks	992,344	20,770
American Samoa	American Samoa Community College	828,079	
Arizona	University of Arizona	1,713,406	112,899
Arkansas	University of Arkansas	5,291,624	344,572
California	University of California	6,825,203	41,236
Colorado	Colorado State University	2,698,134	164,181
Connecticut	University of Connecticut	1,960,161	
Delaware	University of Delaware	1,153,274	44,460
District of Columbia	University of the District of Columbia	1,067,895	
Florida	University of Florida	4,048,830	471,816
Georgia	University of Georgia	7,151,708	505,703
Guam	University of Guam	880,214	
Hawaii	University of Hawaii	1,195,074	16,455
Idaho	University of Idaho	2,428,561	128,201
Illinois	University of Illinois	8,681,507	433,830
Indiana	Purdue University	7,946,747	308,470
Iowa	Iowa State University	8,435,969	479,700
Kansas	Kansas State University	4,898,272	460,982
Kentucky	University of Kentucky	8,253,029	685,450
Louisiana	Louisiana State University	4,690,137	444,587
Maine	University of Maine	2,026,257	92,519
Maryland	University of Maryland at College Park	2,985,115	265,519
Massachusetts	University of Massachusetts	2,437,751	
Michigan	Michigan State University	7,989,963	520,223
Micronesia	College of Micronesia	915,411	
Minnesota	University of Minnesota	7,882,185	888,540
Mississippi	Mississippi State University	6,367,510	286,623
Missouri	University of Missouri	7,806,338	267,310
Montana	Montana State University	2,287,476	90,325
Nebraska	University of Nebraska	4,465,593	365,912
Nevada	University of Nevada-Reno	1,004,663	60,686
New Hampshire	University of New Hampshire	1,477,200	113,831
New Jersey	Rutgers University	2,408,352	130,323
New Mexico	New Mexico State University	1,822,273	158,412
New York	Cornell University	7,427,404	640,671
North Carolina	North Carolina State University	10,602,905	973,972
North Dakota	North Dakota State University	3,034,219	166,862
Northern Marianas	Northern Marianas College	809,541	
Ohio	Ohio State University	9,688,680	96,642
Oklahoma	Oklahoma State University	4,928,190	340,551
Oregon	Oregon State University	3,248,210	350,127
Pennsylvania	Pennsylvania State University	9,311,424	85,367
Puerto Rico	University of Puerto Rico	6,133,382	110,365
Rhode Island	University of Rhode Island	975,372	7,473
South Carolina	Clemson University	5,189,817	301,549
South Dakota	South Dakota State University	3,199,314	115,012
Tennessee	University of Tennessee	7,806,024	773,050
Texas	Texas A&M University	11,176,346	1,032,203
Utah	Utah State University	1,486,037	137,963
Vermont	University of Vermont	1,601,945	62,179
Virginia	Virginia Polytechnic Institute & State University	6,500,834	539,541
Virgin Islands	University of the Virgin Islands	854,008	
Washington	Washington State University	3,756,846	259,817
West Virginia	West Virginia University	3,746,326	151,598
Wisconsin	University of Wisconsin	7,892,188	399,780
Wyoming	University of Wyoming	1,360,475	72,954
		\$250,032,427	\$14,990,409

1/ Estimate Based FY 2002 OPM Payments and FY 2003 allocation

**UNITED STATES DEPARTMENT OF AGRICULTURE
COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE**

**ESTIMATED FY 2005
CERTIFICATION OF OFFSET AND ENTITLEMENT**

For Regular Funds Authorized under Section 3(b) & (c) of the Smith-Lever Act

[Place] _____ [Date] _____

To establish eligibility for allotment of funds for the fiscal year ending September 30, 2005, under the terms of the Smith-Lever Act, certification is hereby made that the

[Institution] _____ guarantees the sum of _____ or _____;
(Requirement) (Amount Available)

that the sums guaranteed are derived from non-Federal sources listed below and are available and budgeted for expenditure for cooperative extension work in accordance with the provisions of the Smith-Lever Act of May 8, 1914, and amendments, thereto.

SOURCES AND AMOUNTS

State Appropriation.....	\$ _____
County Appropriation.....	\$ _____
Non-tax funds:	
Identify:.....	\$ _____
.....	\$ _____
Total Guaranteed Funds.....	\$ _____

It is further certified that the above reported non-Federal funds are in addition to those used in matching other Federal funds; that if any portion of the money thus guaranteed is not received from sources shown above, the State Cooperative Extension Service will either make up this deficiency from other non-Federal sources which may become available or report at the end of the fiscal year 2005 an equivalent unobligated balance of Federal funds derived from appropriations under the Act above mentioned, which will be deducted from the subsequent year allotment.

It is further certified that there has been satisfactory progress during fiscal year 2004 on the cooperative extension programs authorized under sections 3(b) and (c) of the Smith-Lever Act; that, to the best of my knowledge, the expenditures of Federal funds for the support of these programs were in accordance with the laws and regulations governing their use; and that non-Federal matching (offset) funds have been obligated in accordance with the requirement.

Director

**UNITED STATES DEPARTMENT OF AGRICULTURE
COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE**

**ESTIMATED FY 2005
CERTIFICATION OF OFFSET AND ENTITLEMENT**

For CSRS Retirement Formula Funds Authorized under Section 3(c) of the Smith-Lever Act

[Place] _____ [Date] _____

To establish eligibility for allotment of funds for the fiscal year ending September 30, 2005, under the terms of the Smith-Lever Act, certification is hereby made that the

[Institution] _____ guarantees the sum of _____ or _____;
(Requirement) (Amount Available)

that the sums guaranteed are derived from non-Federal sources listed below and are available and budgeted for expenditure for cooperative extension work in accordance with the provisions of the Smith-Lever Act of May 8, 1914, and amendments, thereto.

SOURCES AND AMOUNTS

State Appropriation.....	\$ _____
County Appropriation.....	\$ _____
Non-tax funds:	
Identify:.....	\$ _____
.....	\$ _____
Total Guaranteed Funds.....	\$ _____

It is further certified that the above reported non-Federal funds are in addition to those used in matching other Federal funds; that if any portion of the money thus guaranteed is not received from sources shown above, the State Cooperative Extension Service will either make up this deficiency from other non-Federal sources which may become available or report at the end of the fiscal year 2005 an equivalent unobligated balance of Federal funds derived from appropriations under the Act above mentioned, which will be deducted from the subsequent year allotment.

It is further certified that there has been satisfactory progress during fiscal year 2004 on the cooperative extension programs authorized under sections 3(b) and (c) of the Smith-Lever Act; that, to the best of my knowledge, the expenditures of Federal funds for the support of these programs were in accordance with the laws and regulations governing their use; and that non-Federal matching (offset) funds have been obligated in accordance with the requirement.

Director

ESTIMATED FY 2005
UNITED STATES DEPARTMENT OF AGRICULTURE
COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE

CERTIFICATION OF OFFSET AND ENTITLEMENT

(Section 1449 Matching Funds Requirement for Research and Extension Activities at Eligible Institutions)

1890 Land-Grant Institutions

- Section 1444 of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (NARETPA) funds for extension activities
- Section 1445 of NARETPA** funds for research activities

1862 Land-Grant Institutions
in Insular Areas

- Hatch Act funds for research activities (Regular allocation)
- Hatch Act funds for research activities (Multistate Research Funds)
- Section 3(b) and (c) of the Smith Lever Act funds for extension activities

To establish eligibility for allotment of funds for the fiscal year ending September 30, 2005 certification is hereby made that the

_____ «School» _____

[Name of Institution]

Guarantees the sum of \$ _____ «Amount» _____ or \$ _____ «Amount» _____
(Requirement) (Amount Available)

that the funds guaranteed are derived from non-Federal sources listed below and are available and budgeted for expenditure for agricultural research, extension, and education activities in accordance with the provision of the Act cited above.

SOURCES	AMOUNTS
	\$
	\$
	\$
	\$
Total	\$

It is further certified that the above reported non-Federal funds are in addition to those used in matching other Federal funds; that if any portion of the money thus guaranteed is not received from sources shown above, the institution or institutional unit will either make up this deficiency from other non-Federal sources which may become available or report at the end of the fiscal year 2005 an equivalent unobligated balance of Federal Funds derived from appropriations under the Act above mentioned, which will be deducted from the subsequent year allotment.

Chief Financial Officer

Administrator/Dean/Director

Date

Date