UNITED STATES DEPARTMENT OF THE INTERIOR
Bureau of Land Management

FUNDING OPPORTUNITY ANNOUNCEMENT
for
Federal Financial Assistance

FUNDING OPPORTUNITY TITLE:
CCS Arizona BLM Recreational Shooting Outreach, Education and Monitoring (PDO)

FUNDING OPPORTUNITY NUMBER:
L15AS00108

ANNOUNCEMENT TYPE:
Request for Applications
Issued (Date): 1 May 2015

Modification No. 00
Issued (Date)

CFDA NUMBER & TITLE:

15.238 - Challenge Cost Share

LEGISLATIVE AUTHORITY:
CHALLENGE COST SHARE, 31 USC 6305, PL 101-512, FEDERAL LAND POLICY AND MANAGEMENT ACT OF 1976, 43 USC 1737, Public Law 94-579, as amended. Section 1737, TAKE PRIDE IN AMERICA ACT, 16 USC 4605, Public Law 101-628

DEADLINE FOR SUBMISSION OF APPLICATIONS:
30 June 2015, 17:00 Local Time

CONTACT INFORMATION:
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BLM
Bureau of Land Management—Financial Assistance

A. PROGRAM DESCRIPTION

1. Authority

This Bureau of Land Management (BLM) Federal Financial Assistance Funding Opportunity is being announced under the following legislative authority:

CHALLENGE COST SHARE, 31 USC 6305, PL 101-512, dated 11/5/90, states "the Bureau is authorized hereafter to negotiate and enter into cooperative arrangements with public and private agencies, organizations, institutions, and individuals, to implement challenge cost-share programs."

FEDERAL LAND POLICY AND MANAGEMENT ACT OF 1976, 43 USC 1737, Public Law 94-579, as amended. Section 1737. Implementation provisions. (b) Contracts and cooperative agreements. Subject to the provisions of applicable law, the Secretary may enter into contracts and cooperative agreements involving the management, protection, development, and sale of public lands

TAKE PRIDE IN AMERICA ACT, 16 USC 4605, Public Law 101-628, as amended. Section 4605. The Secretary is authorized to enter into contracts and cooperative agreements and generally to do any and all lawful acts necessary or appropriate to further the purposes of the TPIA Program. Section 4601, The purposes of the TPIA Program shall include the following: (1) To establish and maintain a public awareness campaign in cooperation with public and private organizations and individuals - (A) to instill in the public the importance of the appropriate use of, and appreciation for Federal, State, and local lands, facilities, and natural and cultural resources; (B) to encourage an attitude of stewardship and responsibility toward these lands, facilities, and resources; and (C) to promote participation by individuals, organizations, and communities of a conservation ethic in caring for these lands, facilities, and resources.

2. Description of Program and/or Project

a. Background:

Recreational shooting, also known as target shooting, involves public land users who shoot firearms for pleasure. Shooting at targets on public lands is a growing recreational activity. Safety around recreational shooting areas needs improvement to protect non-shooters. Resource damage is prevalent and increasing. Education about outdoor ethics is not reaching the people who need it. Technology to make recreational shooting more sustainable is not commonly known to shooters or is simply not available. The recreational shooting community has not been organized to complete an education campaign.

b. Objectives:

The recipient, having the ability to work with others, such as interest groups, organizations, counties, state agencies, private property owners and business interests, should be capable of leading efforts to ensure sustainability of the public's demands and interest for enjoying responsible recreational shooting on public lands. Leadership will consist of working toward and assisting others in the care of areas, outreach for better safety and outdoor ethics and monitoring of trends in both location and effects of recreational shooting. Specific project areas include Table Mesa Recreation Area and Morgan City Wash, north of Phoenix and Miller Road, west of Phoenix. One major activity will be to engage in development of best management practices for outreach methods to effectively reach recreational shooters both on and off public lands surrounding the Phoenix area. These practices and techniques, which can be used to train others, would require support by industry and responsible use advocates. The recipient must have the capability of working with individuals, advocates and equipment manufacturers to develop or modify technology to make recreational shooting more sustainable. Recipient will be encouraged to engage in activities to provide area care, improve safety and environmental ethics and maintain the availability of existing shooting areas for the protection of shooting activities and non-shooting recreation opportunities. Working with others, the recipient will be encouraged to develop and disseminate education messages to recreational shooters, develop maintenance practices which can be applied to public land areas and provide assistance for the care of areas.

The recipient should be prepared to work with others to propose and or/study techniques to enhance capability of the specialized recreational shooting support equipment in the marketplace.

The recipient, working must be able to leverage non-federal funds to match federal funding at a one-to-one ratio. This is a 100% match of non-federal funds to the federal funds. Matches could include labor from volunteer organizations, monetary or in-kind matches from shooting sports industry experts, or the partner themselves.

Specific projects may be identified for funding. Projects on BLM managed lands will include the opportunity to gain practical knowledge of the adequacy of on-site practices, improve best practices for environmental compliance and develop relationships between recreationists and the partners.

c. Public Benefit:

The BLM could stimulate the outdoor ethics and recreational shooting industries to create programs and jobs. This funding could lead to improved public land conditions for better visitor experiences and an increase in local

tourism resulting from well-managed recreation, which includes recreational shooting.

3. Program/Project Performance Goals

M1G3S1.01 SP Percent of visitors satisfied with the quality of their experience. (SP)

M1G3S1.02 SP Percent satisfaction among visitors served by facilitated programs (SP)

B. FEDERAL AWARD INFORMATION

1. Award Instrument

a. Successful applicants will be awarded as a Cooperative Agreement.

b. If a cooperative agreement is used, substantive Bureau of Land Management (BLM) involvement will consist of the following: The BLM Program Officer (PO) will collaborate with the recipient's Project Manager/Principal Investigator (RPM/PI) to manage all stages of project development, implementation, and evaluation. The recipient and the BLM will share responsibility for project management, control, and direction, however the BLM will have the right to intervene by modifying the project management plan if the project is not staying on schedule and/or technical issues arise. There will also be substantive BLM programmatic involvement by providing a crew leader and technician that will work daily side by side with recipient on all projects, and be providing project orientation and hands-on training. BLM would like to collaborate with a recipient to share responsibility for project management, control, and direction although BLM will have the right to intervene by modifying the project management plan, if project is not staying on schedule, technical issues arise, etc. In addition, BLM and the collaborating recipient will communicate weekly to discuss progress and track project outcomes; review any training needs; and then make a decision what direction to take in finalizing project or moving to the next phase. Each project would be coordinated through the BLM and recipient point of contacts (POC) to specify what each agency's roles and responsibilities are for that restoration project.

2. Expected Number of Awards

Not more than two, probably just one Cooperative Agreement

3. Total Funding Expected to be Awarded through this Announcement

$250,000 each

4. Expected Individual Award Amounts

$24,000 or $12,000 / $12,000 if two awards are made

5. Anticipated Start Date
15 July 2015

6. Anticipated Period of Performance (five (5) years maximum)
From: July 2015
To: June 2020

7. No Obligation to Award
The BLM is under no obligation to award funds for this project. Only BLM Grants Management Officers (GMO) may obligate funds for financial assistance.

C. ELIGIBILITY INFORMATION

1. Eligible Applicants
The following types of entities are eligible to apply for award under this announcement. Failure to meet eligibility requirements will result in precluding the BLM from making an award. Eligible applicant types are:

- Unrestricted, anyone may apply

2. Cost Sharing or Matching

This program has cost sharing or matching requirements**.**

Challenge Cost Share Program (100%, 1:1 Match)

3. Other Eligibility Restrictions
None

D. APPLICATION AND SUBMISSION INFORMATION

1. Application Package
This announcement includes all information, documents, and electronic addresses needed to submit an application through www.Grants.gov. Paper copies may be requested by contacting the individual(s) listed on the application coversheet.

2. DUNS Number and SAM Registration
Each applicant (unless the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR § 25.110(d)) is required to:

a. Provide a valid DUNS number (Dun & Bradstreet Universal Numbering System) on its application. DUNS numbers are nine-digit numbers established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. DUNS numbers may be obtained free of charge from Dun & Bradstreet, Inc., at: http://fedgov.dnb.com/webform or by calling them at (877) 930-5228.

b. Be registered in SAM (System for Award Management, www.SAM.gov) before submitting its application. SAM is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. There is no fee to register at this site. Register in the System for Award Management (SAM) at: http://www.sam.gov.

c. Continue to maintain an active SAM registration with current information at all times during which the applicant has an active Federal award or an application or plan under consideration by a Federal awarding agency.

3. The Application Package

Applications must include all required Standard Forms (SF) shown below, a Proposal (Attachment A), a Budget Detail (Attachment B), and a copy the applicant's approved federal agency Negotiated Indirect Cost Rate Agreement (NICRA), if applicable. Non-governmental organizations that have not previously received award funds or have not had an active award within 3 (three) years must complete a Financial Assistance Evaluation Questionnaire. A copy of the questionnaire may be requested by contacting the individual(s) listed on the application coversheet.

***WHAT TO SUBMIT*:**

Form Name and Number	✓
SF-424 Application for Federal Assistance	
SF-424A Budget Information - Non-Construction Programs	
SF-424B Assurances - Non-Construction Programs	
Grants.gov Lobbying Form	
Project Proposal (Attachment A)	
Budget Detail (Attachment B)	
Federal Agency-approved Negotiated Indirect Cost Rate Agreement (NICRA, if applicable)	
Financial Assistance Evaluation Questionnaire (if applicable)	

a. Project Proposal (Attachment A)

1) Attachment B is a suggested project proposal template and may be used when submitting your proposal. The proposal must be no longer than 15 pages, with a type-face no smaller than 11-point, and have at least one (1) inch margins on all sides. The 15 page limit includes all text, figures, references, and vitae, but does not include the Budget Detail (Attachment B).

2) All proposals are confidential.

b. Budget Detail (Attachment B)

1) Use the Budget Detail form (Attachment B) to present the breakdown of your estimated costs by category needed to accomplish project activities. Estimated costs should be described in sufficient detail so that they may be checked for reasonableness. Include a description of any cost share (cash, in-kind, etc.) listed. Lump sum costs are not acceptable in any category, without a detail breakdown of how the cost were arrived out. No profit or fees are allowable.

2) Budget details should be broken down into the following categories:

(a) Personnel Costs. Salaries or wages of employees working directly on this agreement project, indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries or wages and estimated hours or percent of time to be spent on the agreement.

(b) Fringe Benefit Costs. The costs of fringe benefits of employees working directly on this agreement project. Indicate rates/amounts, what costs are included in this category, and the basis of the rate computations. Federally approved rate agreements are acceptable for compliance with this item.

(c) Travel Costs. The estimated costs for travel related to agreement activities. Include the purpose of trip, destination, number of persons traveling, length of stay, and all travel costs including airfare, per diem, lodging, and miscellaneous travel-related expenses. For local travel, include mileage and rate of compensation. If applicable, indicate that the costs are per your organization's written travel policy. Current Federal per diem rates (the maximum allowances that federal employees are reimbursed for expenses incurred while on official travel) may be found at http://www.gsa.gov/portal/content/104877.

(d) Equipment Costs. Equipment is defined as expendable tangible personal property having a useful life of more than one (1) year and an acquisition cost of more than $5,000.00, or a value which reaches the capitalization threshold level established by the organization for financial statement purposes.

(e) Supply Costs. The costs of consumable supplies and materials to be used for agreement activities. List each item and quantity individually.

(f) Contractual Costs. Include estimated costs of proposed professional and technical consultants and contractors participating on the project. Identify all work that will be accomplished, including a breakdown of all tasks to be completed, and a detailed budget estimate of time, rates, supplies, and materials that will be required for each task. Any changes or additions will require a request for approval. Procurement procedures must comply with 2 CFR Parts 200.317 through 200.326.

(g) Construction Costs. The cost of any construction directly related to the project activities.

(h) Other Costs. The cost of items not listed above and which do not fit in any other category, such as the cost of duplicating and printing, equipment rental, postage, etc. No profit or fee will be allowed.

(i) Total Direct Costs. The sum of categories (a) through (h).

(j) Indirect Costs.

(1) If indirect costs will be charged to the project, complete this section and show the proposed rate, cost base, and proposed amount for allowable indirect costs. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

(2) Include a copy of any federally approved negotiated indirect cost rate agreement (NICRA).

(3) If your organization has never had a NICRA, the BLM Grants Management Officer (GMO) may allow an indirect cost rate of up to 10% of your base modified total direct costs (MTDC). MTDC includes all salaries and wages, fringe benefits, materials and supplies, services, travel, and subgrants and subcontracts up to the first $25,000 of each. Include the

computational basis for the indirect expense pool and corresponding allocation base for your rate.

(4) Information on obtaining a NICRA, "Preparing and Submitting Indirect Cost Proposals," is available from the Department of the Interior, National Business Center, Indirect Cost Section, at http://www.aqd.nbc.gov/services/ICS.aspx.

(k) Total Costs. The total of both direct and indirect costs estimated to be expended on this agreement's activities.

4. Submission Dates and Times

See announcement cover sheet for the deadline (30 June 2015 @ 17:00) for submission of applications. Applications must be received by the BLM prior to the posted deadline. Any application received after the deadline for submission may not be considered for award unless it can be determined the delay was caused by Federal government mishandling.

5. Application Submission via www.grants.gov

The Bureau of Land Management participates in the Grants.gov initiative which provides the Grant Community with a single website, www.grants.gov, to search for and apply for all federal grant opportunities.

a. All applicants should register at www.Grants.Gov and all applications should be submitted electronically through www.Grants.gov unless other arrangements are made and approved of in advance of the submission deadline. If you have any questions or problems with the registration or application submission process, contact the Grants.gov Help Desk at 1-800-518-4726, or go to http://www.grants.gov/web/grants/support/technical-support/troubleshooting.html for online help.

b. Applications submitted through www.Grants.gov are considered to be electronically signed applications.

E. APPLICATION REVIEW INFORMATION

1. Application Screening

Applications and proposals submitted in response to this funding opportunity announcement will be screened to determine they meet basic eligibility, completeness, and timeliness requirements (see D. APPLICATION AND SUBMISSION INFORMATION) before being reviewed for risk and merit.

2. Basic Eligibility Screening

a. Applications will be screened by the Grants Management Officer to ensure that applications meet basic eligibility requirements. Depending on the specifics of the opportunity, screening may include, but is not limited to, the following:

1) Program and/or legislative authority requirements are met;

2) Submission is timely;

3) Complete and properly executed SF-424 application package documents (see D. APPLICATION AND SUBMISSION INFORMATION) are included;

b. Applications must satisfy basic eligibility screening requirements to be considered for further review.

3. Risk Management and Merit Review Evaluation

a. Risk Management.

1) The BLM uses a risk-based approach to evaluate the risk posed by supporting applicants' projects before it awards Federal funds.

2) Prior to making a Federal award, the BLM is required to review information available through OMB-designated eligibility and/or financial integrity databases, such as the Federal Awardee Performance and Integrity Information System (FAPIIS). The BLM considers factors such as:

(a) Financial stability;

(b) Quality of management systems;

(c) History of performance managing Federal awards, timeliness of compliance with reporting requirements, conformance to the terms and conditions of previous Federal awards, etc.;

(d) Reports and findings from audits performed; and

(e) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

3) If the BLM determines that a Federal award will be made, special conditions that correspond to the degree of risk assessed may be applied to the Federal award.

b. Merit Review Evaluation. Eligible applications will be evaluated in an objective and unbiased manner using the following merit review criteria using numerical scoring based on a 100 point maximum score.

1) Purpose and Objectives (Maximum score _20/100 Points):

(a) Describe the applicant's mission and objectives

(b) How this project will provide a benefit to the public

2) Technical Approach (Maximum score 60/100 Points):

(a) Describe how the proposed objectives will be achieved in accordance with the Project Management Plan in Section I

(b) Detail development of the project plans

(c) Describe the tasks and relationships of the partners

(d) Detail significant milestones and ultimate objectives

(e) Describe the techniques, processes, methodologies to be used

(f) Detail the data collection, analysis, and means of interpretation

(g) Describe how the work will be accomplished within the proposed period of performance

(h) Describe how milestones will be evaluated using BLM performance measures

3. Qualifications, Experience, Past Performance (Maximum score 20/100 Points):

(a) List key project personnel and their contact information

(b) Describe their responsibilities, time to be dedicated to the project, and how their experience and qualifications are appropriate to success of the project

(c) List contractors and consultants, if known, and their qualifications

4. Budget (Not scored):

(a) Budget line items must be allowable, allocable, reasonable in price, and appropriate for the level of effort needed to accomplish the project

(b) Budget details and narrative must provide adequate explanation of, and justification for, each estimated cost

(c) Requested equipment must be justified and necessary for completion of the project

(d) Cost Sharing/Matching funds must not come from Federal funds

4. Application Selection Process

a. Applications eligible for merit review will be evaluated by an ad hoc evaluation team assembled to review, rate, rank, and recommend applications for award using the above evaluation criteria. Evaluation teams are made up of two or

more qualified personnel familiar with the program and who have been certified to have no conflict of interest with any persons or organizations applying for award.

b. Reviews are treated as confidential documents. Once award decisions are made, applicants may request in writing a written summary of the evaluation of their application/proposal.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Uniform Guidance (Effective December 26, 2014)

On December 26, 2013, the Office of Management and Budget (OMB) published its Final Rule for the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards with guidance for agency implementation (see 2 CFR Part 200 and Federal Register Volume 78, No. 248). The Uniform Guidance streamlines the Federal Government's administrative requirements, cost principles, and audit requirements for Federal awards including grants and cooperative agreements. The Uniform Guidance supersedes OMB Circulars A-21, A-87, A-110, and A-122; Circulars A-89, A-102, and A-133; and the guidance in Circular A-50, Audit Follow-up.) The Uniform Guidance provides a government-wide framework for Federal awards management, and is a key component of a larger Federal effort to more effectively focus Federal resources on improving Federal awards performance and outcomes while ensuring the financial integrity of taxpayer dollars in partnership with non-Federal stakeholders. This OMB guidance reform will reduce the administrative burden for non-Federal financial assistance recipients while reducing the risk of waste, fraud and mismanagement.

2. Federal Award Notices

a. Any award made from this announcement will be based on the application submitted to, and as approved by, the Department of the Interior, Bureau of Land Management, and will be regulated by OMB's Uniform Guidance, 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

b. Acceptance. Acceptance is defined as the start of work, drawing down of funds, or accepting the award via electronic means. Costs may not be incurred before the effective date listed on the award. Acceptance of a Federal Financial Assistance award from the Department of the Interior, Bureau of Land Management, carries with it the responsibility to be aware of, and comply with, the administrative and national policy requirements and terms and conditions of award.

3. Reporting

Periodic submission of Federal Financial reports (SF-425), Performance/Progress reports, and Youth Employment reports (if applicable) will be required under this financial assistance agreement. Submission of financial and performance/progress reports may be required either quarterly, semi-annually, or annually. Submission of youth employment reports (if applicable) is required quarterly.

4. Administrative and National Policy Requirements

a. Office of Management and Budget Guidance for Grants and Agreements. By accepting additional Federal funding under the current Federal assistance, your organization agrees to abide by the applicable OMB Guidance for Grants and Agreement in the expenditure of Federal funds and performance under this program. OMB guidance is available at the following web site: http://www.ecfr.gov/cgi-bin/text-idx?SID=954b81d94bf127c6de3c76a3c99d8d9f&tpl=/ecfrbrowse/Title02/2subtitleA.tpl

b. Administrative Requirements.

1) 2 CFR Part 200 Subparts A through D - Uniform Administrative Requirements and Cost Principles.

2) 2 CFR Part 200 Subpart F - Audit Requirements. Non-Federal entities that expend $750,000.00, or more, in federal awards in a single year shall have a single or program-specific audit conducted for that year in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and revised OMB Circular A-133, available at: http://www.whitehouse.gov/omb/circulars_default.

3) Indirect Facilities and Administration (F&A) Costs.

(a) 2 CFR Part 200.414 - Indirect (F&A) Costs

(b) 2 CFR, Appendix III to Part 200 - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHEs)

(c) Appendix IV to Part 200 - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations

(d) Appendix V to Part 200 - State/Local Government-wide Central Service Cost Allocation Plans

(1) The provisions of 2 CFR 200.414(c) require Federal agencies to accept federally negotiated indirect cost rates. The BLM has applied the following policies, procedures and general

decision-making criteria for deviations from negotiated Indirect Cost Rates for financial assistance programs and agreements.

(2) Distribution Basis. For all deviations to the Federal negotiated indirect cost rate, including statutory, regulatory, programmatic, and voluntary, the basis of direct costs against which the indirect cost rate is applied must be:

(i) The same base identified in the recipient's negotiated indirect cost rate agreement, if the recipient has a federally negotiated indirect cost rate agreement; or

(ii) The Modified Total Direct Cost (MTDC) base in cases where the recipient does not have a federally negotiated indirect cost rate agreement or, with prior approval of the Awarding Agency, when the recipient's federally negotiated indirect cost rate agreement base is only a subset of the MTDC (such as salaries and wages) and the use of the MTDC still results in an overall reduction in the total indirect cost recovered. MTDC is the base defined by 2 CFR 200.68, "Modified Total Direct Cost (MTDC)."

(iii) In cases where the recipient does not have a federally negotiated indirect cost rate agreement, under no circumstances will the Department use a modified rate based upon Total Direct Cost or other base not identified in the federally negotiated indirect cost rate agreement or defined within 2 CFR 200.68. The purpose of this restriction is to ensure that the reduced rate is applied against a base that does not include any potentially distorting items (such as pass-through funds, subcontracts in excess of $25,000, and participant support costs) and is based on the requirements outlined in 2 CFR 200.68; 2 CFR 200.414(f); 2 CFR 200 Appendix III, Section C.2.; 2 CFR 200 Appendix IV, Section B.3.f.; and Appendix VII, Section C.2.c.

(3) Indirect Cost Rate Reductions Used as Cost-Share. Instances where the recipient elects to use a rate lower than the federally negotiated indirect cost rate, and uses the balance of the unrecovered indirect costs to meet a cost-share or matching requirement required by the program and/or statute, are not considered a deviation from 2 CFR 200.414(c) as the federally negotiated indirect cost rate is being applied under the

agreement in order to meet the terms and conditions of the award.

c. Program Legislation and/or Regulations.

5. Standard Award Terms and Conditions

a. Code of Federal Regulations/Regulatory Requirements, as applicable (contact your program officer with any questions regarding the applicability of the following):

1) 2 CFR Part 25, *Universal Identifier and System of Award Management*

2) 2 CFR Part 170, *Reporting Subawards and Executive Compensation*

3) 2 CFR Part 175, *Award Term for Trafficking in Persons*

4) 2 CFR Part 1400, *Government-wide Debarment and Suspension (Non-procurement)*

5) 2 CFR Part 1401, *Requirements for Drug-Free Workplace (Financial Assistance)*

6) 43 CFR 18, *New Restrictions on Lobbying*: Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A, *Certification Regarding Lobbying*.

7) 41 USC §4712, *Pilot Program for Enhancement of Recipient and Sub-recipient Employee Whistleblower Protection*: This requirement applies to all awards issued after July 1, 2013 and shall be in effect until January 1, 2017.

8) 41 USC §6306, *Prohibition on Members of Congress Making Contracts with Federal Government*: No member of or delegate to the United States Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.

9) Executive Order 13513, *Federal Leadership on Reducing Text Messaging while Driving*: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.

b. Funding.

1) Awards shall be funded subject to availability of BLM funding. Initial funding does not guarantee additional funding in subsequent years.

2) Once the grant or cooperative agreement is signed by a BLM Grants Management Officer (GMO), funding is obligated and the recipient may

incur approved costs beginning on the effective date of the award and as specified in their submitted and approved budget.

c. Payment Mechanism. BLM requires the use of the United States Department of the Treasury, Financial Management System, Automated Standard Application for Payment system (ASAP). The ASAP system (https://www.asap.gov) is a recipient-initiated, on-line payment and information system. The timing and amount of cash advances shall be as close as is administratively feasible to the actual disbursements by the recipient organization for direct program or project reimbursable costs and the proportionate share of any allowable indirect costs.

d. Conflicts of Interest. The Recipient must establish safeguards to prohibit its employees and sub-recipients from using their positions for purposes that constitute or present the appearance of a personal or organizational conflict of interest. The Recipient is responsible for notifying the Grants Management Officer (GMO) in writing of any actual or potential conflicts of interest which may include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the recipient and/or recipient's employees and sub-recipients in the matter.

6. Special Award Terms and Conditions: (Edit as needed)

a. Liability, Insurance, and Indemnification. Recipients of awards arising from this announcement will be required to agree to the following:

Edit as needed for each situation

1) Liability. The BLM assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act, 28 USC 2671.

2) Insurance. The recipient will be required to (1) obtain liability insurance or (2) demonstrate present financial resources in an amount determined sufficient by the Government to cover claims brought by third parties for death, bodily injury, property damage, or other loss resulting from one or more identified activities carried out in connection with this financial assistance agreement.

3) Insured. The federal government shall be named as an additional insured under the recipient's insurance policy.

4) Indemnification. The recipient hereby agrees:

(a) To indemnify the federal government, Bureau of Land Management (BLM), from any act or omission of the recipient, its officers, employees, or (members, participants, agents, representatives, as appropriate) (1) against third party claims for damages arising from one or more activities carried out in connection with this financial assistance agreement and (2) for damage or loss to government property resulting from such an activity, to the extent the laws of the State where the recipient is located permit. This obligation shall survive the termination of this agreement.

(b) To purchase public and employee liability insurance at its own expense from a responsible company or companies with a minimum limitation of one million dollars ($1,000,000.00) per person for any one claim, and an aggregate limitation of three million dollars ($3,000,000.00) for any number of claims arising from any one incident. The policies shall name the United States as an additional insured, shall specify that the insured shall have no right of subrogation against the United States for payments of any premiums or deductibles due thereunder, and shall specify that the insurance shall be assumed by, be for the account of, and be at the insured's sole risk. Prior to beginning the activities authorized herein, the recipient shall provide the BLM with confirmation of such insurance coverage. Each policy shall have a certificate evidencing the insurance coverage and identifying the assistance agreement number.

(c) To pay the United States the full value for all damage to the lands or other property of the United States caused by the recipient, its officers, employees, or (members, participants, agents, representatives, agents as appropriate).

(d) To provide workers' compensation protection to the recipient’s officers, employees, and representatives.

(e) To cooperate with the BLM in the investigation and defense of any claims that may be filed with the BLM arising out of the activities of the recipient, its agents, and employees.

(f) In the event of damage to or destruction of the buildings and facilities assigned for the use of the recipient in whole or in part by any cause whatsoever, nothing herein contained shall be deemed to require the BLM to replace or repair the buildings or facilities. If the BLM determines in writing, after consultation with the recipient that damage to the buildings or portions thereof renders such buildings unsuitable for continued use by the recipient, the BLM shall assume sole control over such buildings or portions thereof. If the buildings or facilities rendered unsuitable for use are essential for conducting

operations authorized under this agreement, then failure to substitute and assign other facilities acceptable to the recipient will constitute termination of this agreement by the BLM.

(e) Flow-down. For the purposes of this clause, "recipient" includes such sub-recipients, contractors, or subcontractors as, in the judgment of the recipient and subject to the Government's determination of sufficiency, have sufficient resources and/or maintain adequate and appropriate insurance to achieve the purposes of this clause.

(f) Identified Activities. All activities carried out in connection with financial assistance arising from this funding opportunity announcement.

b. Recipients must successfully complete an appropriate Defensive Driving Course before operating a Government-owned vehicle (GOV).

c. Recipients must successfully complete appropriate safety and training requirements before operating Government-owned equipment, 4-wheel all-terrain vehicles (ATV) or other Government-furnished property (GFP).

d. Recipient/Sub-recipient Personnel Security and Suitability Requirements.

1) Performance of this grant/cooperative agreement requires recipient/sub-recipient personnel to have a Federal government-issued personal identification card before being allowed unsupervised access to a DOI [facility and/or information system]. The Program Officer will be the sponsoring official, and will make the arrangements for personal identity verification and card issuance.

2) At least two weeks before start of grant/cooperative agreement performance, the recipient will identify all recipient and sub-recipient personnel who will require [physical and/or logical] access for performance of work under this grant/cooperative agreement. The recipient and sub-recipient must make their personnel available at the place and time specified by the Program Officer in order to initiate screening and background investigations. The following forms, or their equivalent, may be used to initiate the credentialing process:

(a) OPM Standard Form 85 or 85P

(b) OF 306

(c) Fingerprint card (local procedures may require the fingerprinting to be done at a police station; in this case, any charges are to be borne by the recipient or sub-recipient, as applicable)

(d) Release to Obtain Credit Information

(e) PIV card application (web-based)

3) Recipient and sub-recipient employees are required to give, and to authorize others to give, full, frank, and truthful answers to relevant and material questions needed to reach a suitability determination. Refusal or failure to furnish or authorize provision of information may constitute grounds for denial or revocation of credentials. Government personnel may contact the recipient or sub-recipient personnel being screened or investigated in person, by telephone or in writing, and the recipient agrees to make them available for such contact.

4) Alternatively, if an individual has already been credentialed by another agency through OPM, and that credential has not yet expired, further clearance may not be necessary. Provide the sponsoring office with documentation that supports the individual's status.

5) During performance of the grant/cooperative agreement, the recipient will keep the Program Officer apprised of changes in personnel to ensure that performance is not delayed by compliance with credentialing processes. Cards that have been lost, damaged, or stolen must be reported to the Program Officer, Grants Management Officer, and Issuing Office within 24 hours. Replacement will be at the recipient's expense. If reissuance of expired credentials is needed, it will be coordinated through the Program Officer.

6) At the end of grant/cooperative agreement's performance, or when a recipient/sub-recipient employee is no longer working under this grant/cooperative agreement, the recipient will ensure that all identification cards are returned to the Program Officer. Before starting work under this agreement, a National Agency Check (NAC) will be conducted to verify the identity of the individual applying for clearance. Upon successful completion of the NAC process, an identification card will be issued and access granted.

7) Simultaneously, a NAC with Inquiries (NACI) will be initiated to determine the individual's suitability for the position. If the NACI adjudication is favorable, nothing more needs to be done. If the adjudication is unfavorable, the credentials will be revoked. In the event of a disagreement between the recipient and the Government concerning the suitability of an individual to perform work under this grant/cooperative agreement, DOI shall have the right of final determination.

8) This requirement must be incorporated into any sub-grants/cooperative agreements that require sub-recipient personnel to have unsupervised

access to a Federally controlled facility for more than 180 calendar days or unsupervised access to a Federally controlled Level 3 or 4 information system.

9) Federal Information Systems Security Awareness Training. Before the recipient, or any of its employees or sub-recipients, are granted access to the BLM Federal computer system they must first successfully complete the U.S. Department of the Interior's (DOI) Federal Information Systems Security Awareness Online Course. This course was designed specifically for users of Federal computer systems. The course is a Web-based training product that explains the importance of Information Systems Security and takes approximately one hour to complete. This course is mandatory for all Department of the Interior employees, contractors, recipients, and all other users of DOI computer resources. Topics covered in the course include: threats and vulnerabilities, malicious code, user responsibilities, and new developments affecting Information Systems Security.

G. FEDERAL AWARDING AGENCY CONTACTS

For questions, contact one of the individuals listed on the front cover of this announcement.

H. OTHER INFORMATION

Program Officer Contact Info:

Thomas Bickauskas
21605 N. 7th Ave
Phoenix, AZ 85027
623-580-5502
tbickaus@blm.gov

END
FUNDING OPPORTUNITY ANNOUNCEMENT

[Attachment A]

BUREAU OF LAND MANAGEMENT
*** State Office
Grants & Cooperative Agreements

PROJECT PROPOSAL

Instructions: A Project Proposal must be submitted with the Standard Form (SF) 424 Application for Financial Assistance for all Financial Assistance Agreements. A new proposal must be included with any request for modification which involves a revision to funding, project scope, period of performance, or key personnel.

Agreement or Funding Opportunity No.: _____ Date: _____

Organization Name: _____

Project Title: _____

Current Funding Estimated Period of Performance (PoP): **Date of Award*** to _____

Name & Title of Person Submitting Proposal: _____

* If a specific start work date is needed, contact your BLM Program Officer. Do not start work without prior approval from the Grants Management Officer.

1. Purpose, Objectives, and Relevance:

(Describe why the project is needed, the applicant's objectives, how the applicant's objectives support their mission, and how this project benefits the general public.)

2. Technical Approach:

(Describe how the project will be conducted. The project design must contain enough detail to show the development of the project, including the relationship between the partners, milestones, and objectives. Clearly describe the techniques, procedures, and methodologies to be used; the data collection, analysis, and means of interpretation; the expected results and/or outcomes; and the procedures for evaluating project effectiveness, including appropriate performance measures and the probabilities of obtaining them.)

3. Qualifications, Experience, and Past Performance:

(Describe who will carry out the project activities. List all project personnel, including consultants, contractors, sub-recipients, etc., and their contact information. Describe their responsibilities and the amount of time each will dedicate to the project. Briefly describe how their experience and qualifications are appropriate to successfully achieve the stated objectives.)

[Attachment B]

BUREAU OF LAND MANAGEMENT
*** State Office
Grants & Cooperative Agreements

BUDGET DETAIL

Instructions: Starting with the same budget amounts as listed on the SF-424A Budget Information form, use this worksheet to show details of the estimated costs. Provide enough information that costs may be analyzed for reasonableness as compared to costs or work of similar size and scope. Use the Narrative boxes as necessary to explain each cost.

Agreement or Funding Opportunity No.: _____ Date: _____

Organization Name: _____

Project Title: _____

A) PERSONNEL (SF-424A Object Class Category 6a.)

The cost of salaries & wages, not including fringe benefits, paid to Recipient employees working directly on this agreement. Indicate Key Personnel with an asterisk (*). Provide more detail in the Narrative Box if needed.

Name & Title or Position Title	Salary or Wage	Months or Hours	Matching Funds (if applicable)	BLM Funds
A) TOTAL PERSONNEL COSTS: (SF-424A Object Class Category 6a. Personnel)			**$**	**$**

Narrative:

B) FRINGE BENEFITS (SF-424A Object Class Category 6b.)

The cost of fringe benefits, such as health insurance, vacation, FICA, etc., paid to Recipient employees working on this agreement. List employees or positions below, and their fringe benefit rates as percentages of their salaries. List what are included as fringe benefits in the Narrative Box.

Name & Title/Position	Salary/Wage Base (BLM Amounts budgeted in Section A above)	Fringe Benefit Rate (%)	Matching Funds (if applicable)	BLM Funds
Example: *James Smith, Executive Director*	*$20,000.00*	*30%*	*$0.00*	*$6,000.00*
B) TOTAL FRINGE BENEFIT COSTS: (SF-424A Object Class Category 6b. Fringe Benefits)			$	$

Narrative:

C) TRAVEL (SF-424A Object Class Category 6c.)

LODGING & PER DIEM - The cost of lodging & meals while travelling for agreement activities. Give details and purpose of the travel in the Narrative Box. Current Federal rates may be found online at: http://www.gsa.gov/portal/category/21287.

Proposed Travel Lodging & Per Diem		No. of People	No. of Days	Cost Per Person Per Day	Matching Funds (if applicable)	BLM Funds
To: From:						
To: From:						
To: From:						
To: From:	***Example:*** *Portland, OR Eugene, OR*	*1*	*2*	*$150.00/ Day*	*$100.00*	*$200.00*

MILEAGE REIMBURSEMENT - The cost of reimbursement for estimated mileage traveled for agreement activities. Give details and the purpose of the travel in the Narrative Box. Current Federal mileage reimbursement rates may be found online at: www.GSA.gov.

Proposed Travel Mileage Reimbursement		No. of Miles	No. of Trips	Cost Per Mile	Matching Funds (if applicable)	BLM Funds
To: From:						
To: From:						
To: From:						
To: From:	***Example:*** *Portland, OR Eugene, OR*	*110 Miles*	*2*	*$0.10/ Mile*	*$0.00*	*$22.00*

OTHER TRAVEL COSTS - The costs of airfare, bus fare, car rental, etc., required for agreement activities. Explain the details and the purpose of the costs in the Narrative Box.

Proposed Other Travel Reimbursement		Type	Cost	No.	Matching Funds (if applicable)	BLM Funds
To: From:						
To: From:						
To: From:						

C) TOTAL TRAVEL COSTS: (SF-424A Object Class Category 6c. Travel)	**$**	**$**

Narrative:

D) EQUIPMENT (SF-424A Object Class Category 6d. Equipment)

The cost of equipment (items with a useful life of more than one (1) year and a cost of $5,000+ per unit). Explain the need and purpose of the equipment in the Narrative box below.

Equipment	Quantity	Cost per Unit	Matching Funds (if applicable)	BLM Funds
Example: *John Deere Compact Tractor*	*1*	*$17,500.00*	*$7,500.00*	*$10,000.00*
D) TOTAL EQUIPMENT COSTS: (SF-424A Object Class Category 6d. Equipment)			**$**	**$**

Narrative:

E) SUPPLIES (SF-424A Object Class Category 6e. Supplies)

The cost of materials and supplies used directly on this project, such as safety glasses, work gloves, office supplies, etc. Explain the details and purpose in the Narrative box below.

Item	Quantity	Cost per Unit	Matching Funds (if applicable)	BLM Funds
Example: *Work Gloves, Leather*	*6*	*$10.00/Pair*	*$50.00*	*$10.00*
E) SUPPLIES COST TOTAL: (SF-424A Object Class Category 6e. Supplies)			**$**	**$**

Narrative:

F) CONTRACTUAL (SF-424A Object Class Category 6f. Contractual)

The cost of contracted services and/or sub-recipient agreements. Provide names and explain the details and purpose of the costs in the Narrative box below. NOTE: Contracts must be competed per the Uniform Administrative Rules.

Contractor Name, Type, etc.	Cost	Matching Funds (if applicable)	BLM Funds
Example: *Ace Backhoe Service / Excavator*	*$2,500.00*	*$0.00*	*$2,500.00*
F) CONTRACTUAL COST TOTAL: (SF-424A Object Class Category 6f. Contractual)		**$**	**$**

Narrative:

G) CONSTRUCTION COSTS (SF-424A Object Class Category 6g. Construction)

The cost of construction.

Contractor: Name/Type/Organization/Etc.	Cost	Matching Funds (if applicable)	BLM Funds
****** NOT APPLICABLE ******			
G) CONTRUCTION COST TOTAL: (SF-424A Object Class Category 6g. Construction)		$ N/A	$ N/A

Narrative:

H) OTHER (SF-424A Object Class Category 6h. Other)

Costs that don't fit any other Object Class Category, such as duplicating and printing, postage and freight, rented equipment, etc. Explain the details and purpose in the Narrative box below.

Item	Cost	Matching Funds (if applicable)	BLM Funds
Example: *Ace Equipment Rental (Post-Hole Digger, 4 Days)*	*$25/Day*	*$0.00*	*$100.00*
H) OTHER COSTS TOTAL: (SF-424A Object Class Category 6h. Other)		**$**	**$**

Narrative:

I) TOTAL DIRECT CHARGES (SF-424A Object Class Category 6i. Sum of 6a.-6h.)

The total of all direct costs applicable to this project.

Direct Costs	Matching Funds (if applicable)	BLM Funds
I) TOTAL DIRECT COSTS: (SF-424A Object Class Category 6i. Total, Sum of 6a.-6h.)	**$**	**$**

J) INDIRECT COSTS (SF-424A Object Class Category 6j. Indirect Charges)

Costs which can't be readily identified and charged to a particular project, such as building rent, utilities, miscellaneous office supplies, etc. Such costs are usually charged to the project as a percentage of some or all of the Direct Costs (Items I above). This percentage is called the Indirect Cost Rate.
Note: If your organization has a negotiated indirect cost rate agreement (NICRA) with a federal agency, please use that rate and submit a copy with your application. If your organization has no NICRA, the BLM Grants Management Officer may allow an indirect cost rate of up to 10% of the base modified total direct costs (MTDC). MTDC is all salaries and wages, fringe benefits, materials and supplies, services, travel, and subgrants and subcontracts up to the first $25,000 of each. Use the Narrative box below to explain how you calculated your indirect costs.

Base amount for this Grant: (Total Direct Costs, Total Labor Costs, MTDC, etc.)	$
Rate to be used on this Grant (%):	

Indirect Costs	**Matching Funds** (if applicable)	**BLM Funds**
J) TOTAL INDIRECT COSTS: (SF-424A Object Class Category 6j. Indirect Charges)	**$**	**$**

Narrative:

K) TOTALS (SF-424A Object Class Category 6k. TOTALS)

The sum total of Direct and Indirect Costs (Sum of 6i. & 6j.) applicable to this agreement.

Total Project Costs	**Matching Funds** (if applicable)	**BLM Funds**
K) TOTAL COSTS: (SF-424A Object Class Category 6k. TOTALS)	**$**	**$**

By signing below, I certify that to the best of my knowledge the costs detailed above are correct and complete and for the purposes set forth in the application for Federal Assistance.

Signature

Printed Name & Title of Person Completing Budget

Rev 01/2015