RECLAMATION
Managing Water in the West

Funding Opportunity No. 11SF1S0039

Development, Management, and Protection of Indian Tribal Water Resources

Financial Assistance Program for Fiscal Year 2011

U.S. Department of the Interior
Bureau of Reclamation
Pacific Northwest Region
Snake River Area Office

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Overview

Federal Agency Name:	Department of the Interior, Bureau of Reclamation, Snake River Area Office
Funding Opportunity Title:	Development, Management, and Protection of Indian Tribal Water Resources
Announcement Type:	Initial Announcement
Funding Opportunity Number:	11SF1S0039
Catalog of Federal Domestic Assistance (CFDA) Number:	15.519
Applicability of Executive Order 12372	Not Applicable
Due Date for Proposals:	Proposals will be accepted through April 15, 2011.
Eligible Recipients:	Federally recognized Indian Tribal government with tribal or Bureau of Indian Affairs irrigation projects that are located within the administrative boundaries of the Department of the Interior, Bureau of Reclamation, Snake River Area Office. See Section VIII for the Snake River Area Office administrative boundaries.
Required Recipient Cost Share:	Required. See section II.2 for more information regarding the cost share requirement.
Anticipated Amount of Funding Available for Award:	$50,000

I. Program and Objective of Funding Opportunity

1. Background

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public. The Bureau of Reclamation has a major responsibility, in partnership with water users, States, and other interested parties, to help improve water resource and the efficiency of water use in the western United States. After more than 100 years, the Bureau of Reclamation's primary role has evolved from one of water resource development to one of water resource management. More efficient water use is a key component of the Bureau of Reclamation's water resource management strategy.

The Federal government, primarily through the Department of Interior and its agencies, has a trust responsibility for many land and water resources. In Section 210 of the Reclamation Reform Act (RRA) of 1982, Congress has directed the Secretary of Interior to encourage water conservation on Bureau of Reclamation Projects, to support State and other local conservation program efforts, and generally foster improved water management on a regional, statewide and watershed basis. Areas of emphasis include:

- Water Management Planning
- Implementation of Conservation Measures
- Demonstration of Innovative Technologies

- Water Conservation Education and Training Activities

The Bureau of Reclamation recognizes that no single entity, acting independently can meet the challenge of improving the efficiency of water use and management. Consequently, a key to meeting this challenge will be the partnerships formed between the Bureau of Reclamation and water users, other Federal and State agencies, Native American tribes, educational and research institutions, and other interested parties.

The Bureau of Reclamation, Pacific Northwest Region (PN Region), places a high priority on its government-to-government relationship with Indian Tribes. The PN Region's Native American Affairs program (NAA program) coordinates activities and programs among some 50 tribes in the Pacific Northwest. The NAA program provides technical assistance to Indian Tribes for the use, protection, or development of water-related tribal assets.

With coordination assistance from its Water Conservation Field Services Program (WCFSP), the PN Region's Snake River Area Office NAA program is requesting proposals to fund activities that support the development, management, and protection of Indian tribal water resources in Federal fiscal year 2011 (October 1, 2010 through September 30, 2011). To be eligible for financial assistance under this Funding Opportunity, a proposed activity must fall within the administrative boundaries of the Snake River Area Office. The administrative boundaries of the Snake River Area Office may be found in section VIII of this Funding Opportunity.

2. Financial Assistance Authority

This Funding Opportunity is issued in accordance with the financial assistance authority provided under the Consolidated Appropriations Resolution, 2003; Division D - Energy and Water Development Appropriations, 2003; Title II, Sec. 201 (Pub. L. 108-7).

3. Objective of Funding Opportunity

The objective of this Funding Opportunity is to invite Federally-recognized Indian Tribes located within the administrative boundaries of the Snake River Area Office (Reclamation) to leverage their money and resources with Reclamation on projects/activities that provide the opportunity to develop, manage, and protect tribal water resources. Examples of these types of activities include –but are not limited to – piping and/or lining of canals and laterals, installation of automation and/or water measurement devices, and other projects to improve efficiencies of irrigation water supply, conveyance, and distribution systems.

Limited funding requires a process that systematically evaluates the merits of proposals to assure that funds are directed to the activities that best meet the objectives listed above. Eligible proposals will be evaluated through a competitive, ranking process that will be rated using the sub-criteria elements set forth in section IV.3.e of this Funding Opportunity.

II. Award Information

1. Anticipated Funding

Reclamation anticipates making at least two (2) awards from this Funding Opportunity providing matching funds up to $50,000; however, this dollar amount may change based upon actual FY 2011 appropriations from Congress as well as Reclamation budget constraints.

To facilitate the broad and effective use of limited Federal funds, Reclamation's share of any award is generally limited to a maximum of $25,000. Reclamation retains the right to make higher awards on a case-by-case basis. Applicants may request multi-year funding, but should be aware that any funding after the 2011 fiscal year will be contingent upon subsequent Congressional funding.

Subsequent modifications related to additional funds for any awards as of a result of this Funding Opportunity may be entered into without future competition; however, are conditioned upon successful project performance and availability of appropriated funds.

2. Cost Share Requirement

Reclamation's policy is for the recipient to contribute a cost share. Cost sharing may be made through cash or in-kind contributions from the applicant or third party partners; however, all cost share contributions must meet the criteria established in the OMB administrative and cost principles applicable to the applicant. **Applicants may not use other Federal funds to meet any portion of their cost-share.**

Project pre-award costs that have been incurred prior to the date of award may be submitted for consideration as an allowable portion of cost share for the project. For example, such costs might include design or construction plans and environmental compliance costs directly supporting the proposed project. Environmental compliance, including National Historic Preservation Act compliance, is an allowable cost and must be completed prior to any ground disturbing activities or significant expenditures. **In no case will pre-award costs incurred prior to October 1, 2010, be considered for cost share purposes**.

Reclamation will review the proposed pre-award costs to determine if they are allowable in accordance with authorizing legislation and applicable cost principles.

3. Award Instrument

Reclamation may provide, when it is in the best interest of the Government, coordination and program guidance. If substantial involvement between Reclamation and the Recipient is anticipated during the performance of the proposed activity/project, the instrument will be a cooperative agreement. If substantial involvement is not anticipated on the part of Reclamation, the financial assistance instrument will be a grant.

4. Anticipated Award Date

Awards as of a result of the Funding Opportunity are anticipated to begin May 15, 2011, and may continue through August 31, 2011.

5. Project Completion Date

It is recommended that projects be completed within 24 months from the Agreement award date. Proposals with dates exceeding 24 months will be considered if it can be demonstrated that there will be measurable on-the-ground accomplishments each year. Subsequent modifications

related to time extensions for any awards as of a result of this Funding Opportunity may be entered into without future competition; however, are conditioned upon successful activity performance.

III. Determination of Eligibility

Each proposal that is received as of a result of this Funding Opportunity will be screened first for eligibility to ensure that:

- The applicant is a Federally-recognized Indian Tribal government located within the administrative boundary of Reclamation's, Snake River Area Office; and
- The applicant has tribal or Bureau of Indian Affairs irrigation projects; and
- The applicant has submitted all the required Standard Forms and narratives, and addressed the sub-criteria elements, as listed in section IV.3.e; and
- The applicant shows a cost-share that reflects some of the costs of the activity will be paid for with non-Federal funding secured by the applicant; and
- The proposed activity meets the objectives of the WCFSP and is intended to develop, manage, and/or protect tribal water resources.

Proposals that meet all these eligibility requirements will be automatically forwarded to the evaluation and selection process.

IV. Instruction for Submission of Proposal

1. Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) Requirement

Applicants must provide a D&B DUNS number on their proposal. If you do not have a DUNS number, one may be obtained at no cost by calling the dedicated toll-free DUNS Number Request Line at 1-866-705-5711, or by going to the DUNS Government Contractor and Grantee website at: http://fedgov.dnb.com/webform.

2. What to Submit in Proposal

√	WHAT TO SUBMIT	REQUIRED FORM OR FORMAT
	Application for Federal Assistance	**Standard Form SF-424**. *See* Sec. IV.3.a
	Budget Information	**Standard Form SF 424A** or **Standard Form 424C**, as applicable. *See* Sec. IV.3.b

	Assurances	**Standard Form SF-424B** or **Standard Form 424D**, as applicable. *See* Sec. IV.3.c
	Detailed Activity Narrative	*See* Sec.IV.3.d
	Response to Criteria/Sub-Criteria Elements (Note: These Responses can be Combined With the Detailed Activity Narrative)	*See* Sec.IV.3.e
	Detailed Budget Narrative	*See* Sec. IV.3.f
	Environmental/Regulatory Compliance Information, as Applicable	*See* Sec. IV.3.g
	Funding Information, as Applicable	*See* Sec IV.3.h
	Indirect Cost Information, as Applicable	*See* Sec. IV.3.i

3. Required Proposal Format

a. Application for Federal Assistance – The proposal cover page shall consist of a fully completed **SF 424 - Application for Federal Assistance**. This form must be signed by a person legally authorized to commit your organization to performance of the activity. This form is available at http://www.grants.gov/agencies/forms_repository_information.jsp

b. Budget Information

- For Non-Construction activities, submit an **SF-424A, Budget Information – Non-Construction Programs**.
- For Construction activities, submit an **SF-424C, Budget Information – Construction Programs**.
- For activities comprised of both construction and non-construction aspects, submit the **SF-424C, Budget Information – Construction Programs** only.

These forms are available at http://www.grants.gov/agencies/forms_repository_information.jsp

c. Assurances

- For Non-Construction activities, submit an **SF-424B, Assurances – Non-Construction Programs**.
- For Construction activities, submit an **SF-424D, Assurances – Construction Programs**.
- If your activity is comprised of both construction and non-construction aspects, submit the **SF-424D, Assurances – Construction Programs** only.

The form must be signed by a person legally authorized to commit your organization to performance of the activity. These forms are available at http://www.grants.gov/agencies/forms_repository_information.jsp

d. Detailed Activity Narrative – T his is a very important part of the proposal and should provide a very clear picture of the scope of the activity and how it is to be accomplished. The narrative should:

- Discuss background and project location. Identify your activity and why financial assistance is needed. Describe the desired outcome of the proposed activity.

- Describe – in detail –the work to be carried out. Break out the proposed work into major tasks, and discuss the approach and evaluation techniques that will be used to accomplish the proposed work. This discussion shall be in sufficient detail to permit a comprehensive evaluation of the proposal and its outcomes. If applicable, include engineering plans, designs and analyses as part of the proposal. Recipients are strongly encouraged to have engineering plans, designs and analyses certified by a registered professional engineer. These plans should be in the Appendix of the proposal.

- Identify the anticipated start and ending dates of all major stages/tasks of the proposed activity.

- Identify sources and support of non-Federal funding.

- Identify any past working relationships with Reclamation. This should include the date(s), description of prior relationship, and a description of the activity(s).

e. Criteria Elements – Total Available Ranking Points: 100 points. Applicants must describe how their proposed activity best meets the following criteria elements. Points are awarded based on how well the proposed activity will provide the opportunity to develop, manage, and protect tribal water resources. **Proposals must receive at least 50 percent of the total available ranking points during the second level technical review in order to be forwarded to the third level managerial review.**

(1) Improved Water Management of Tribal Water Resources 40 points

The proposed activity includes proven methods that may:

- Directly improve water use efficiencies
- Directly or indirectly improve ability to manage existing water supplies
- Reduce irrigation diversions
- Reduce irrigation return flows
- Prevent conveyance losses from operational spills, seepage and evaporation

(2) Development of Tribal Water Resources 30 points

The proposed activity promotes the development of tribal water resources by one or more of the following:

- Enhanced water supply for tribal irrigation projects
- More efficient use of tribal irrigation supplies

- Improved reliability of existing irrigation supplies
- Improved on-farm deliveries of irrigation water
- Making a portion of existing supplies available for other uses

(3) Protection of Tribal Water Resources 20 points

The proposed activity has a direct relationship to protecting tribal water resources, in one or more of the following areas:

- Enhancement of riparian and other natural areas
- Improved water quality of tribal water resources
- Benefits to fish and wildlife resources from better managed water resources

(4) Project Management and Soundness of Approach 10 points

Applicant demonstrates a sound strategy for completing the project in a cost-effective and timely manner. The proposed project utilizes appropriate methods and technologies to achieve the stated goals and monitor results.

i. Reasonableness of Costs (**5 points**)
   - Applicant has submitted a detailed budget for the proposed project
   - Project budget indicates appropriate materials and costs for labor, materials and other items
   - Overhead and contingency costs are reasonable

ii. Sound Implementation Strategy (**5 points**)
   - Project proposal provides a schedule clearly indicating schedule to completion
   - Project proposal indicates sources of Federal and non-Federal funding
   - Project proposal outlines any potential causes for delays or cost overruns

f. Detailed Budget Narrative – The proposed activity budget narrative shall include detailed information for the categories listed below, as applicable to the activity. **Awards will not be made to any applicant who fails to provide a detailed budget narrative**. An example budget narrative may be found in section VII of this Funding Opportunity.

- Personnel costs: Define each position that will be working on this activity by title, salary or wage, amount of time estimated on the activity, and any fringe benefit costs.

- Equipment description and hourly rate: Discuss whether the equipment is already owned, will be leased, or purchased. If equipment purchase is recommended, discuss why purchase is preferred to lease or rental. Itemize costs of all equipment purchased having a value of over $500.

- Material and supplies: List the major types of material and supplies (office, construction, etc.) that are to be purchased and used on this activity.

- Environmental and Regulatory Compliance Costs: "Environmental compliance costs" refer to costs incurred by Reclamation or the applicant in complying with environmental regulations. Discuss what costs have been included, why they are needed, and how the costs were determined.

- Travel costs: Include purpose of trip, destination, number traveling, length of stay and all travel. If costs for travel are identified, be sure the purpose/need for travel is discussed in the narrative. List costs including airfare (basis for rate used), per diem, lodging, and miscellaneous travel expenses. For local travel, include mileage and rate of compensation.

- Contingencies: Funding for contingencies will only be considered in association with construction activities: **however, contingency funding at a rate greater than 10% will not be found acceptable.**

- Other: Any other expenses, such as those for reporting, not included in the above categories shall be listed in this category, along with a description of the item and what it will be used for. No profit or fee will be allowed.

g. Environmental and Regulatory Compliance – Applicants are required to comply with all applicable state, Federal, and local environmental, cultural, and paleontological resource protection laws and regulations. These may include, but are not limited to, the National Environmental Policy Act (NEPA), including the Council on Environmental Quality and Department of the Interior regulations implementing NEPA, the Clean Water Act, the National Historic Preservation Act, which requires consultation with the State Historic Preservation Office, the Endangered Species Act, and could require consultation with potentially affected Tribes.

Reclamation is the lead Federal agency for NEPA compliance. As the lead agency, Reclamation is responsible for determining the appropriate level of NEPA compliance, which could be a categorical exclusions checklist, environmental assessment, or environmental impact statement. However, an activity sponsor (or their contractor) can provide much of the necessary information and data analyses to aid this process.

Applicants must obtain all required approvals and permits, and shall coordinate and obtain any approvals required from site owners and operators. Applicants should state in their proposals whether any permits or approvals are required, and explain the applicant's plan for obtaining such permits or approvals. Environmental and regulatory compliance costs are addressed in Section IV.3.e above.

h. Funding Information – Applicants must be willing to fund a portion of the proposed activity costs with non-Federal funding, and provide documentation showing the sources of the funds. If funding is being provided by other than the applicant, the applicant shall submit letters of commitment from these additional sources.

i. Indirect Cost Information – Indirect costs can only be included in the budget narrative if:

- Applicant has a federally approved Indirect Cost Rate Agreement. A copy of the approved agreement must be attached to this proposal; **or**

- The basis for determination of the applicant's proposed indirect rate has been previously approved by Reclamation. A copy of the approval must be attached to this proposal; **or**

- Applicant has submitted an indirect cost rate proposal (ICP) with supporting documentation to the applicable cognizant agency to have the indirect cost rate determined. The rate listed in the ICP may be listed in the detail budget narrative as an estimate; however, an approved Indirect Cost Rate Agreement will need submitted prior to submittal of the final payment request. Information on "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/indirect/indirect.asp.

4. Proposal Delivery Methods

Proposals submitted through e-mail will **NOT** be accepted. Proposals may be submitted by one of the following methods only:

- **Electronic Submittal via Grants.gov**- Grants.gov is an internet website that can be used to find and apply for grant funding opportunities. In order to electronically submit a proposal, you must complete the Grants.gov registration process. The registration process can take approximately two weeks to be completed; therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required submission deadlines. You will be able to submit your proposal online anytime after you receive your e-authentication credentials. Reclamation encourages applicants to submit their proposals electronically through Grants.gov; however, electronic submittal of proposals is not required**.** For more information regarding submitting an application via Grants.gov, please visit the "Get Registered" and "Apply for Grants" links at www.grants.gov.

- **Hard-Copy Submittal** – Proposals may be submitted by paper hard-copy. All originals of the paper hard-copy proposals should be hand delivered or mailed to: Bureau of Reclamation, Snake River Area Office, Attn: Ms. Lisa Strong, 230 Collins Road, Boise, Idaho, 83702-4520.

- **Facsimile Submittal** – Proposals may be submitted by facsimile; however, the original hard-copy of the proposal must be sent to Reclamation's office within 7 days of facsimile submittal. Hard-copy proposals should be hand delivered or mailed to: Bureau of Reclamation, Snake River Area Office, Attn: Ms. Lisa Strong, 230 Collins Road, Boise, Idaho, 83702-4520.

It is the discretion of the applicant in the method of proposal delivery chosen. The chosen method of delivery will not impact or determine award or non-award. **There is no requirement to submit by more than one means.** However, if an applicant wishes to submit a paper hard-copy as a back-up to the electronic submission, both will be accepted. If the submissions differ, the latter one received prior to the funding period closing date will prevail unless the applicant specifies otherwise. Regardless of the submittal method used, applicants are responsible for ensuring their proposals are accepted and received by Reclamation by the established proposal due date.

5. Proposal Due Date

Proposals will be accepted through **April 15, 2011**. Any proposal received after this date will not be considered in the evaluation and selection process unless the proposal is received before awards are made, and it is determined by Reclamation that the late receipt was due to mishandling by the Government.

6. Retention/Disposition of Proposals

Proposals submitted in response to this Funding Opportunity will not be returned to the applicant. Instead, they will be retained by Reclamation for official record purposes until they are no longer deemed necessary. At that point, they will be disposed of in a discretionary manner.

V. Evaluation and Selection Process

Reclamation reserves the right to reject any and all proposals which do not meet the requirements or are determined to be outside the scope of this Funding Opportunity. The evaluation and selection process will be comprised of the following three levels:

1. First Level Screening (Administrative Review)

All proposals received will be screened to ensure eligibility requirements as stated in Section III of this Funding Opportunity.

2. Second Level Evaluation (Technical Review)

Proposals that meet the first level screening requirements will be sent for technical review by an evaluation committee. Proposals will be rated using the established sub-criteria listed in section IV.3.e. Each proposal will receive points up to the maximum listed depending upon how well the proposal meets the sub-criteria elements. Normally, fewer than the maximum number of points will be assigned. **Past performance will be considered during this evaluation process.**

The proposals will then be ranked from the highest score to the lowest score. **Proposals must receive at least 50 percent of the total available ranking points to be considered for funding under this Funding Opportunity. Those with less than 50 percent of the total available ranking points will be eliminated from further funding consideration.**

If an applicant submits more than one proposal for consideration under this Funding Opportunity, each proposal will be evaluated and scored independently. Once evaluated and scored, Reclamation may – at their discretion – combine proposals selected for funding into one award if the activity statement of objectives are the same or similar.

3. Third Level Evaluation (Managerial Review)

Management will conduct a final review to prioritize activities/projects based on availability of funds. After completion of this evaluation, Reclamation will notify applicants of their status and begin the process of making awards.

VI. Agency Contacts

Technical questions regarding eligibility and/or if the proposed project meets the objectives of this Funding Opportunity should be directed to:

Mr. Brian Sauer
By mail: Bureau of Reclamation
Pacific Northwest Region
Snake River Area Office
230 Collins Road
Boise, ID 83702-4520
By Phone: 208-383-2282
By E-mail: bsauer@usbr.gov

Administrative questions related to submittal of a proposal in response to this Funding Opportunity should be directed to:

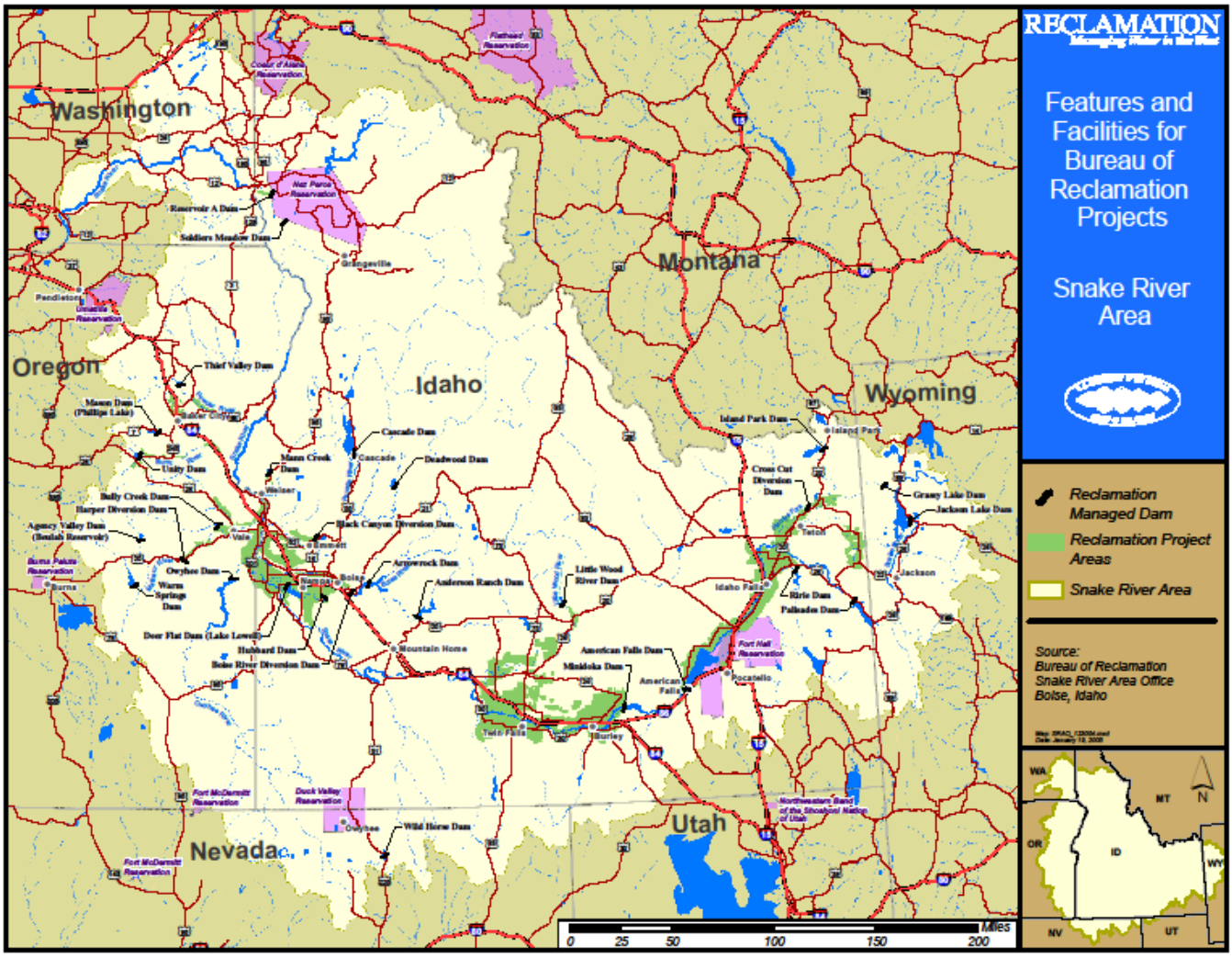
Ms. Lisa Strong
By mail: Bureau of Reclamation
Pacific Northwest Region
Snake River Area Office
230 Collins Road
Boise, ID 83702-4520
By Phone: 208-383-2204
By E-mail: lstrong@usbr.gov

VII. Example Budget Narrative

The format as outlined in this budget narrative is optional and is being offered as an example. You may use your own format to outline your budget; however, if you do, be sure you discuss all essential cost elements, estimated costs, and cost-share ratios for your activity.

BUDGET NARRATIVE (Example)					
BUDGET ITEM DESCRIPTION	**COMPUTATION**		**RECIPIENT**	**RECLAMATION**	**TOTAL**
	$/UNIT and UNIT	**QUANTITY**	**FUNDING**	**FUNDING**	**COST**
SALARIES and WAGES					
Supervisor	$50/hr.	100	$5,000		$5,000
Staff (2 emp. @ 12.50/hr.)	$25/hr.	200	$5,000		$5,000
FRINGE BENEFITS	20%		$2,000		$2,000
TRAVEL					None
EQUIPMENT USE					
595 Excavator	$85/hr.	200	$17,000		$17,000
780 Case Backhoe	$85/hr.	250	$21,250		$21,250
Transport Truck	$1.75/mi.	1000	$1,750		$1,750
Pickups	$.40/mi.	3000	$1,200		$1,200
SUPPLIES/MATERIALS					
48B50 RCP (line pipe)	$90/L.F.	1,000		$90,000	$90,000
36B50 RCP (line pipe)	$60/L.F.	500		$30,000	$30,000
12” Flanged outlets from RCP	$3,000/ea	10		$30,000	$30,000
24” Flanged outlets from RCP	$4,000/ea	3		$12,000	$12,000
36” Flanged outlets from RCP	$6,000/ea	1		$6,000	$6,000
12” Butterfly valves	$1,500/ea	10		$15,000	$15,000
12” Open propeller flowmeter	$1,400/ea	10		$14,000	$14,000
CONTRACTUAL					
Engineering Consultant	$48,000/L.S.	1	$48,000		$48,000
Jacking under Alamo Rd (50 ft)	$35,000 L.S.	1	$35,000		$35,000
Removal and salvage (check structures)	$100/ C.Y.	6	$600		$600
Rehabilitate field delivery wells	$500/ea	10	$5,000		$5,000
Environmental Mitigation	$5000/L.S.	1	$5,000		$5,000
OTHER					
Contingencies (Construction Contract Only)	10%		$14,880		$14,880
Environment/Regulatory Compliance	L.S.	$20,000	$20,000		$20,000
TOTAL DIRECT COSTS			$181,680	$197,000	$379,680
INDIRECT COST (see attached rate approval)	12%		$45,562		$45,562
TOTAL COSTS			$227,242	197,000	$424,242

VIII. Administrative Boundaries of the Snake River Area Office



VIIII. Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving.

Awards as of a result of this Funding Opportunity will stipulate the requirements of Executive Order 13513. This Executive Order introduces a Federal Government-wide prohibition on the use of text messaging while driving on official business or while using Government-supplied equipment. Additional guidance enforcing the ban will be issued at a later date. In the meantime, please adopt and enforce policies that immediately ban text messaging while driving company-owned or rented vehicles, government-owned or leased vehicles, or while driving privately owned vehicles when on official government business or when performing any work for or on behalf of the government.