

Bureau of Safety and Environmental Enforcement

BSEE – Acquisition Policy and Financial Assistance

2021

S21AS00165

12/28/2020

A. Program Description

A1. Authority

Section 19(e) of the Outer Continental Shelf Lands Act (OCSLA) (Public Law 95-372)(43 U.S. Code 1345) authorizes the use of cooperative agreements with affected States to meet the requirements of OCSLA, including sharing of information and joint utilization of available expertise to carry out applicable Federal and State laws, regulations, and stipulations relevant to OCS operations both onshore and offshore.

A2. Background, Purpose and Program Requirements

Funding Opportunity Description Summary –

Reference "Related Documents" for full funding description that includes specific technical areas of interest.

Ocean Energy Safety Institute 2021-2026

BSEE is seeking proposals from qualified organizations or institutions to enter into a cooperative agreement with BSEE for five years. This project will be a collaborative venture with the Recipient, including substantial involvement of the BSEE and the Department of Energy (DOE).

The Ocean Energy Safety Institute (OESI) was originally established through a Cooperative Agreement in 2013 by BSEE in response to a recommendation in 2012 made by the Ocean Energy Safety Advisory Committee (OESC) after the Deepwater Horizon-incident in 2010. DOE was a member of the OESC and chaired the Spill Prevention Subcommittee of the OESC and a party to the OESC recommendations. The current OESI cooperative agreement is reaching its end, and the Parties are now embarking on OESI 2.0. DOE was not involved in the original OESI Cooperative Agreement; however, at BSEE's invitation and DOE's recognition of their capability and responsibility to promote the safe exploration and development of offshore energy, DOE's Office of Oil and Natural Gas and Office Energy Efficiency & Renewable Energy, has agreed to become a "Party" to OESI 2.0.

The OESI reports to the Director of BSEE and is managed by a non-Federal organization that is selected through a competitive process that is repeated every several years. The Institute supports BSEE's missions regarding offshore safety and environmental management through various means, which may include: research and development, including development and maintenance of a technology research and development (R&D) roadmap and dissemination of research results; facilitating communication and collaboration among entities involved in offshore safety and environmental management through workshops or other methods; and other topics as may be identified in the future.

The selected OESI managing organization can establish a board or steering committee consisting of relevant government agencies industry, academia, non-governmental organizations, and other centers of expertise that would help to develop the OESI's goals, strategies, and provide ongoing strategic and technical advice to the Institute.

Throughout the Nation's history ocean energy development has transitioned from shallow water, conventional hydrocarbon reservoirs to more technically challenging deep water, high temperature, high pressure geologic systems in the Gulf of Mexico and other areas such as the Arctic. This has resulted in more complex drilling and production activities which, provides new technological challenges requiring new expertise for the personnel working on offshore facilities.

More recently, the nation has embraced renewable energy opportunities from its offshore provinces. The nation's first offshore wind facility is in operation, and the offshore wind development pipeline in the US includes more than 25 gigawatts--comprising thousands of potential turbines--that could be installed in U.S. waters over the coming decade. Marine and Hydrokinetic (MHK) energy is earlier stage and not yet broadly commercialized, though the potential for marine energy to power ocean observing and environmental monitoring devices is being explored and is promising. These sources of offshore renewable energy are valuable to the nation's energy security and strengthen the American economy, and safe and environmentally sustainable operations are integral to the development of these technologies.

Up to \$40 million will be made available for the operation of the Ocean Energy Safety Institute (OESI) through this cooperative agreement during this 5-year period. BSEE will accept proposals for the operation and maintenance of an institute that will facilitate research and development and other related tasks to support improvements in safety and environmental protection for offshore oil and gas and wind developments. Though MHK technology is not commercialized and developing research and development for the safety of these installations would be premature, MHK is uniquely suited to power the monitoring devices themselves. OESI will be a collaborative initiative involving government, academia and scientific experts. The recipient institution(s) receiving the award will be responsible for managing OESI, providing input on yearly objectives, conducting certain work to further the attainment of those objectives, and being a focal point for collaboration on issues within the OESI mandate. While OESI will operate independently of BSEE and DOE, both agencies will be substantially involved in the institute through a Joint Steering Committee (JSC), which will include representatives from each agency with expertise related to oil and gas, offshore wind and marine and hydrokinetic (MHK) energy technologies. The JSC will provide input to OESI on its technology roadmaps, annual plans, and review and approve its major deliverables.

OESI was originally envisioned as an entity that would facilitate research and development, and implementation of operational improvements in the areas of offshore drilling safety and environmental protection, blowout containment and oil spill prevention and response. Since the original OESI was stood up, we have expanded the scope to include offshore renewable energy development considerations as well and oil and gas production and development considerations. The objective remains the same, however: to improve the safety and environmentally sustainable development and operation of offshore energy through cooperative research, while building a collaborative model grounded upon principals of shared learning and promotion of dialogue. The first iteration of OESI will come to a close in a matter of months, and BSEE is interested in furthering the work of OESI with OESI version 2.0.

Purpose

OESI 2.0 is intended to be a joint collaborative initiative engaging the government, academia, industry, and scientific stakeholder communities. Its objective is to conduct cooperative research while building a collaborative model grounded upon principals of shared learning and promotion of dialogue and complementary research. OESI 2.0's goal is to collaborate with academia, industry, and other non-governmental organizations to drive safety performance, energy production on the Outer Continental Shelf (OCS), and innovative inspection, detection, and environmental monitoring technologies, resulting in a safer workplace, improved environmental stewardship performance, and greater energy security. The purpose of funding this initiative is to establish an institute that would operate independently of the Department of the Interior (DOI) and DOE while also supporting and enhancing both Departmental programs through collaborative research and development to help identify operational improvements in the areas of offshore energy development and monitoring. In close collaboration with the JSC, the selected host institution will be responsible for managing OESI, providing input on yearly objectives through the development of an annual plan, conducting certain work to further the attainment of those objectives, and being a focal point for collaboration on issues within the OESI mandate.

Objective

Build a World Class Center of Excellence for Ocean Energy Safety and Development that brings together the interests of DOI/BSEE and DOE/Office of Oil and Natural Gas, and DOE/Office of Energy Efficiency and Renewable Energy for mutual benefit.

Key Tasks of the Organization responsible for managing OESI include, but are not limited to:

- Develop and submit draft technology roadmaps for research leading to improved safety and environmental protection for offshore oil and gas, wind, and MHK development and operations. Development activities are expected to include establishing the strategic direction, providing leadership, manage intellectual property and data, etc.;
- Once roadmaps have been approved by the JSC, develop in collaboration with the JSC and submit annual plans for activities pursuant to the approved roadmaps
- Administer a world-class program of research and development (R&D), pursuant to approved roadmaps and annual plans described above, that includes offshore safety, oil and gas production, oil spill prevention and response, and offshore safety and environmental protection research and monitoring approaches related to wind and MHK power as defined below, in accordance with appropriate authorities and in conjunction with relevant federal resource agencies.
 - R&D program administration includes competitive and/or non-competitive solicitations, proposal evaluations, selections and award negotiation, for specific research projects pursuant to approved roadmaps.
 - Administrative Costs: In order to maximize R&D funding, BSEE and DOE expect that less than 10% of the funds will be utilized to manage the OESI.
- Technology transfer of research results and insights to industry and other stakeholders and identification of research needs and gaps and recommending new research topics

- Workforce development associated with the application of innovative and advanced technologies used for offshore oil and gas operations as well as offshore wind and MHK.
- Collect, analyze and disseminate health, safety and environmental compliance data to highlight key issues, identify trends, and elucidate technology gaps
- Identify and develop partners willing to provide non-Federal R&D investments funding and other relationships with the broader research community and stakeholders as necessary to complete and disseminate the research, as well as to prevent duplication of effort with ongoing related research projects.

Reference "Related Documents" for the full program description, that also includes "specific technical areas of interest" for oil and gas, offshore wind, MHK.

Catalog of Federal Domestic Assistance (CFDA) Number

15.441

Authorization Legislation

Sections 19(e) and 20 of the Outer Continental Shelf Lands Act (OCSLA) (Public Law 95-372)(43 U.S. Code 1345-1346)

A3. Technical Assistance and Information for Prospective Applicants

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$ 40,000,000

B2. Expected Award Amount

Maximum Award Amount

\$ 40,000,000

Minimum Award Amount

\$ 0

B3. Anticipated Dates

Award Start Date

January 28, 2021

B4. Period of Performance

Length of Project Periods

60-month project period with five 12-month budget periods

Length of Project Period Explanation of Other

Project Period I Expectation Duration in Months

60

B5. Numbers of Awards

Expected Number of Awards

1

B6. Type of Award

Funding Instrument Type

CA - Cooperative Agreement

The award will be a cooperative agreement. This involves substantial involvement by the Government. The Joint Steering Committee, comprised of BSEE and DOE, will work closely with the Awardee. The JSC will contribute to the scope, operations and quality of the work of the managing organization including collaborating on technology roadmaps, annual plans, and technology transfer plans. Government personnel will participate in study designs and research on an individual project level.

B7. Other Federal Information

Type of Competition

Open to All Eligible Applicants

C. Eligibility Information

C1. Eligible Applicants

06 – Public and State controlled institutions of higher education

25 – Others (see text field entitled “Additional Information on Eligibility” for clarification)

Additional Information on Eligibility

This Program Announcement describes the specific project that may be awarded to the universities or eligible groups identified. All awards are premised on receipt of an acceptable proposal. This is not an open solicitation for proposals.

Open to:

- Public and State controlled institutions of higher education and State agencies, as authorized by the OCS Lands Act, located in a State that is affected by offshore energy operations.

The award will be a cooperative agreement (see Eligibility Information below). This involves substantial involvement by BSEE and DOE in various aspects of the development and/or conduct of the project.

Eligibility Information:

The principal investigator on this award must be an employee of the applying organization. In order to be eligible the Applicant must demonstrate expertise in the areas of oil and gas, wind energy and MHK. Applicants must demonstrate that they have the necessary expertise to execute all aspects of OESI as defined above. BSEE encourages partnerships with other organizations—e.g. state agencies, universities, non-profits, etc.—in order to accomplish this objective.

Cost Share/Match:

Contributions in matching funds towards these efforts, either as cash or in-kind contributions (such as salary, equipment, *etc.*, or a combination of both) is very strongly encouraged. Match value for instrumentation and other equipment should be adjusted to the period of use within the project relative to the full life cycle for the item. Matching dollars cannot be from other Federal funding sources. Further information can be located at [2 Code of Federal Regulations \(CFR\) 200.306](#). All questions regarding this project, including eligibility, should be directed only to the "Program Announcement and Cooperative Agreement Questions" point-of-contact listed in Section G.

C2. Cost Sharing or Matching

Cost Sharing/Matching Requirement

No

Percentage of Cost Sharing / Matching Requirement:

C3. Other

Excluded Parties:

BSEE conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The Bureau cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, as their ineligibility condition applies to this Federal program.

D. Application and Submission Information

D1. Address to Request Application Package

Applications must be submitted through the www.Grants.gov portal at “Apply for Grants.” The applicant can locate the application package by visiting the Grants.gov portal and searching on CFDA number 15.441 or Announcement S21AS00165 in the Grants.gov search engine. The announcement is also available in Grant Solutions.

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

The electronic submission system requires several preliminary registration steps before the actual proposal can be submitted (go to www.grants.gov and click on “Applicants” on top menu bar, go to “How to Apply for Grants”, Register as an Organization). See Section D7 below.

Project Summary

Project Narrative

Project Narrative

The cover sheet of the proposal shall contain the following information:

Project Title:

Principle Investigator(s):

i. Name:

ii. Address:

iii. Phone:

iv. Fax:

v. E-mail:

Name of University/Department:

Contact Information for Technical and Administrative Negotiations

Project Status: New

Project Duration: (years)

Proposed Start Date:

Amount Requested From BSEE:

Amount and Sources of Non-Federal Match:

Total Project Cost:

Signature, Name, and Contact Information of University PI and Co-Investigator:

Proposal Endorsement, including Signature, Name, Contact Information of Sponsoring

University Department Dean or Institute Director:

Signature, Name and Contact Information of Sponsoring University’s Office of Sponsored Programs

Proposal Text

The proposal must be in 11–12 point Times New Roman, Arial, or similar font with 1"-page margins. Non-conforming proposals will not be considered. Text, figures, etc. in support of items 1-7 below should be no longer than 30 pages.

Please include the following in the Proposal:

1. Abstract
2. Background/Relevance: Specify the contribution to enhanced safety and environmental protection related to offshore energy production and development issues and the benefits that the public will receive from the project. Explain why the management function of OESI is important and how the proposal addresses BSEE and DOE goals. Provide a brief summary of findings or outcomes of any prior work you have completed in this area.
3. Objectives: Clearly define goals of the OESI.
4. Methods: Provide examples of expertise and capabilities in past performance of carrying out research project solicitation, evaluation selection and award; experience developing technology roadmaps; research plans; technology transfer plans; annual operating plans; and, experience in managing R&D projects including performance measures.
5. Deliverables and Planned Products: Applicants shall provide plans for executing the duties of the awardee and the deliverables including a rough timeline for these deliverables. For example, including, but not limited to, the technology roadmap, the monthly progress reports and annual report and reports for individual projects that OESI will be overseeing.
6. Staffing Plan for the OESI Managing Organization: All key personnel shall be identified by name. List the PI first, followed by the names of other individuals. Indicate the role and anticipated level of effort for each key participant offering unique or specific contributions to the project (oceanographer, geochemist, field assistant, etc.). If names of any key participants are unknown, a proposal addendum with the names and curricula vitae must be submitted prior to award.
7. Publication and Presentation: BSEE encourages publication of results in peer-reviewed journals and presentation to appropriate professional organizations, and local, State, and/or Federal agencies as part of the project (please also see Section H). These publications and meetings should be included in the proposal and budget.
8. Bibliography: If applicable, list all references cited in the text, as well as references that are relevant to the current proposal from your past relevant work.
9. Curricula Vitae (maximum two pages) for each identified key participant. Emphasize previous experience in the development of technology roadmaps, annual plans, technology transfer plans, management of research projects, and other activities related to a world class center of excellence that the proposal addresses.
10. Letters of Commitment: Provide signed letters of commitment by matching fund grantors, contractors, and sub-grantees.
11. Budget Spreadsheet: In addition to the SF-424a Budget Information form below, include information in a format which provides personnel, travel, services, supplies, equipment, tuition, and indirect costs on an annual basis for both the requested BSEE funds and for the anticipated match funds.
12. Budget Justification Narrative: See below. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section of the appropriate SF-424 budget form, use the first row for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program’s CFDA number(s) in the corresponding fields on the form. Federal award recipients and subrecipients are subject to Federal award cost principles per the “[DOI Standard Award Terms and Conditions](#)”. The CFDA number(s) for this program appears on the first page of this announcement.

Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section of the appropriate SF-424 budget form, use the first row for funding requested from this Federal program. Use subsequent row(s) for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program’s CFDA number(s) in the corresponding fields on the form. Federal award recipients and subrecipients are subject to Federal award cost principles per the “[DOI Standard Award Terms and Conditions](#)”. The CFDA number(s) for this program appears on the first page of this announcement.

Budget Narrative/Detailed Spreadsheet

Describe and justify requested budget items and costs. Detail how the SF-424 Budget Information, Object Class Category totals were determined. For personnel salary costs, include the baseline salary figures and the estimates of time. Describe any item of cost that requires prior approval under the Federal cost principles. See 2 CFR 200.407 “Prior written approval (prior approval)” for more information. If equipment purchased previously with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source.

Budget Justification Narrative

This information will provide more details than the SF-424A form and will provide adequate information for the Contracting Officer to conduct a detailed analysis of the costs to determine they are reasonable, allowable, and allocable. Please include the following:

1. Salaries and Wages. List positions, rate of compensation and estimated number of hours. If contract employees are hired, include their total time, rate of compensation, job titles, and roles.
2. Fringe Benefits/Labor Overhead. Indicate the rates/amounts in conformance with normal accounting procedures. Explain what costs are covered in this category and the basis of the rate computations. Provide a copy of the negotiated rate agreement, if available.
3. Lab Analyses, if applicable. Briefly itemize cost of all analytical work.
4. Supplies, if applicable. Enter the cost for all tangible property. Include the cost of office, laboratory, computing, and field supplies separately. Provide detail on any specific item that represents a significant portion of the proposed amount. Provide a statement that supplies will be purchased in accordance with 2 CFR 200.318–326.
5. Equipment, if applicable. Show the cost of all special-purpose equipment necessary for achieving the objectives of the project. “Special-purpose equipment” means scientific equipment having a useful life of more than 1 year and having an acquisition cost of \$5,000 or more per item. Each item should be itemized and include a full justification and a dealer or manufacturer quote, if available. General-purpose equipment (used also for purposes other than this project) must be purchased from the applicant’s operating funds. Title to non-expendable personal property shall be vested solely with the Awardee. Under no circumstances shall property title be vested in a sub-tier Awardee. Provide a statement that equipment will be purchased in accordance with 2 CFR 200.318–326 and managed in accordance with 2 CFR 200.313.
6. Services or Consultants. Identify the tasks or problems for which such services would be used. List the contemplated sub-Awardees by name (including consultants), the estimated amount of time required, and the quoted rate per day or hour. Sub-applicant proposals should provide cost breakdowns at the same level of detail as the Applicant’s proposal. If contract employees are hired, include their total time, rate of compensation, job titles, and roles. Provide a statement that salaries will be charged at the actual rate and that the rate is comparable to others doing similar

work within the organization.

7. Travel. State the purpose of the trip and itemize the estimated travel costs to show the number of trips required, the destinations, the number of people traveling, the per diem rates, the cost of transportation, and any miscellaneous expenses for each trip. Calculations of other special transportation costs (such as charges for use of applicant-owned vehicles or vehicle rental costs) should also be shown.

8. Publication Costs. Indicate an estimate of labor and other unique costs associated with preparation of the draft final report. If publication of results of the research in the peer-reviewed literature (identify likely publications) is anticipated, include costs of drafting or graphics, reproduction, page, or illustration charges, and a minimum number of reprints.

9. Other Direct Costs. Itemize the different types of costs not included elsewhere.

10. Total Direct Charges. Totals for items 1–9.

11. Indirect Charges (Overhead). Indirect cost/general and administrative (G&A) cost. Show the proposed rate, cost base, and proposed amount for indirect costs based on the cost principles applicable to the Applicant's organization. If the Applicant has separate rates for recovery of labor overhead and G&A costs, each charge should be shown. Provide a copy of the negotiated rate agreement with the Applicant's Federal cognizant audit agency. [If applicable.]

12. Amount Proposed. Total items 10 and 11.

13. Multi-year Projects. The Applicant shall provide summary information as well as a detailed budget for each year.

Conflict of Interest Disclosure

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#), applicants must state in their application if any actual or potential conflict of interest exists at the time of submission. Please reference the [Federal Activities Inventory Reform Act](#) for additional details.

(a) Applicability.

(1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

(2) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.318 apply.

(b) Notification. (1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.

(c) Restrictions on lobbying. Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

(d) Review procedures. The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative

agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.(e) Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

Single Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#). U.S. state, local government, federally recognized Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

Certification Regarding Lobbying

Applicants requesting more than \$100,000 in Federal funding must certify to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#). If this application requests more than \$100,000 in Federal funds, the Authorized Official's signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the SF-LLL, Disclosure of Lobbying Activities if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non-appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available on the "Packages" tab of this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required.

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that

proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision.

D3. Unique Entity Identifier and System for Award Management (SAM)

Identifier and System for Award Management (SAM.gov) Registration

This requirement does not apply to individuals applying for funds as individual (i.e., unrelated to any business or nonprofit organization you may own or operate) or any entity with an exception approved by the funding bureau or office in accordance with bureau or office policy. All other applicants are required to obtain a Data Universal Numbering System (DUNS) number from Dun & Bradstreet and then register in SAM.gov prior to submitting a Federal award application. Federal award recipients must continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s). See the “Submission Requirements” section of this document below for more information on SAM.gov registration. We may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant. **There is no cost to register with Dun & Bradstreet or SAM.gov.** There are third- party vendors who will charge a fee in exchange for registering entities with Dun & Bradstreet and SAM.gov; **please be aware you can register and request help for free.**

Obtain a DUNS Number

Request a DUNS Number through the Dun & Bradstreet website. The official website address is <http://fedgov.dnb.com/webform>. For technical difficulties, send an email to the D&B SAM Help Desk. Please ensure that you are able to receive emails from SAMHelp@dnb.com. The Grants.gov “Obtain a DUNS Number” webpage also provides detailed instructions. Once assigned a DUNS number, your organization must maintain up-to-date information with Dun & Bradstreet. Applicants must enter their DUNS number in the “Organizational DUNS” field on the SF-424, Application for Federal Assistance form.

Register with the System for Award Management (SAM)

Register on the SAM.gov website. “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov Register with SAM page also provides detailed instructions. You can also contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been to the entity’s DUNS or IRS information.

D4. Submission Dates and Times

Application Due Date

12/28/2020

Application Due Date Explanation

Electronically submitted applications must be submitted no later than 5:00 p.m., ET, on the listed application due date.

D5. Intergovernmental Review

Prior to application submission, U.S. state and local government applicants should visit the OMB Office of Federal Financial Management website and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications.

D6. Funding Restrictions

Indirect Costs: Individuals

Indirect Costs: Organizations

The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your organization’s cognizant agency, the Interior Business Center will negotiate your indirect cost rate. Contact the Interior Business Center by phone 916-930-3803 or using the IBC Email Submission Form. See the IBC Website for more information.

Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award.

Required Indirect Cost Statement to be submitted with Application

All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.

- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.” *or* “Attached is a copy of our current negotiated indirect cost rate agreement.”]
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in §2 CFR 200.68]. We understand that we must notify the Service in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in 2 CFR §200.68. We understand that we must notify the Service in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.
- A [insert your organization type] that is submitting this proposal for consideration under the [“Program Title”], which has a Department of the Interior-approved indirect cost rate cap of [insert program rate]. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per the Financial Assistance Interior Regulation (FAIR) 2 CFR §1402.414. If we do not have an approved indirect cost rate with our cognizant agency, we understand that must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from **[insert Bureau Here]** to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that **[Insert Bureau Here]**

approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that the indirect costs are not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

- A [insert your organization type] that will charge all costs directly.

Prohibited Uses of Awards Funds

Reimbursement of Pre-Award Costs

No

D7. Other Submission Requirements

Please be aware that the electronic submission process requires first time users to register using an e- Authentication process. This registration process can be somewhat complex and can take up to 3 weeks to complete. Be advised that it is virtually impossible to begin the process of electronic submission for the first time if you start just a few days before the due date. If you are from a university, contact your Office of Sponsored Programs. They may already have completed the registration process and should work with you to submit the application.

If you have any questions or problems with the registration process, or the completion of the application package, please contact the grants.gov help desk at 1-800-518-4726 or support@grants.gov.

Briefly, when you submit a grant application package to Grants.gov, you will receive a confirmation screen as well as three additional emails over two business days from Grants.gov informing you of your application processing status: 1. Confirmation screen

2. Submission Receipt (with “Track My Application” link) 3. Submission Validation (or Rejection with Errors) 4. Agency Retrieval

CONFIRMATION: Submission Confirmation Screen.

After you submit your grant application package, a confirmation screen will appear on your computer screen. This screen confirms that you have submitted an application to Grants.gov.

NOTIFICATION 1: Submission Receipt Email Within two business days after your application package has been received by the Grants.gov system, you will receive a submission receipt email which indicates that your submission has entered the Grants.gov system and is ready for validation. This email also contains a tracking number for use while tracking the status of the submission as well as a “Track My Application” link, to use to see the progress of your submission.

NOTIFICATION 2: Submission Validation Receipt Email – This is the important one!

After you receive the submission receipt email, the next email you will receive will be a message validating or rejecting your submitted application package with errors. The Grants.gov system is designed to check for technical errors within the submitted application package. Grants.gov does not review application content for award determination. Grants.gov will not post the application

if there are errors. Failure to correct errors and submit by the date and time for closing may not be a reason for accepting a late application.

NOTIFICATION 3: Grantor Agency Retrieval Email Once your application package has passed validation it is delivered to the grantor for award determination and further approval. After the grantor has confirmed receipt of your application, you will be sent a **third and final email** from Grants.gov. The grantor may also assign your application package an agency specific tracking number for use within their internal system. **IF YOU HAVE NOT RECEIVED THIS E- MAIL WITHIN FOUR DAYS OF THE CLOSING DATE, PLEASE CONTACT THE CONTRACTING OFFICER.**

If you need help entering your proposal, you can reach the **Grants.gov Contact Center at: 1-800- 518- 4726**. Their hours of operation are Monday-Friday, 7:00 a.m. to 9:00 p.m., Eastern Time, and they are closed on Federal Holidays.

During the application period an applicant may submit a revised or corrected proposal through grants.gov. Include a cover letter as the first page of the proposal stating that the proposal is revised and indicating that the previous submittal is to be withdrawn from consideration. See Section 11, Application Preparation Instructions, which describes requirements for the proposal and other application components.

Please allow sufficient time for the proposal to be submitted electronically through Grants.gov and allow time for possible computer delays. Applicants are strongly advised not to wait until the last minute for submission. A proposal received after the closing date and time will NOT be considered for award. If the USGS determines that a proposal will not be considered for award due to lateness, the applicant will be notified immediately.

D8. Application Checklist

SF-424, Application for Federal Assistance or Application for Federal Assistance-Individual
SF-424B or D, Assurances
Project Narrative
Budget Narrative
Indirect Cost Statement and related documentation (when applicable)
SF-LLL, Disclosure of Lobbying Activities (when applicable)
SF-424A or C, Budget Information

E. Application Review Information

E1. Criteria

Evaluation Criteria

Maximum Points: 100

In developing their applications, applicants should bear in mind the following review criteria:

Technical and Programmatic (30%)

Are all elements outlined within the key tasks effectively understood and a description provided of how each element will be addressed? Is there a complete and precise, technically sufficient description of the design and methodology for the required services? Is there a clear statement of how each project deliverable will be accomplished, including major tasks that will lead to achieving the goal, the strategies to be employed, required staffing, and other required resources? Are there any innovative approaches, techniques, or design aspects proposed that will enhance the project? Does the applicant demonstrate a clear understanding of the state of the art across all of OESI's intended research areas, and make a compelling case that they can make significant advancements?

Organizational (40%)

Does the proposed project team, considering both the prime applicant as well as its partners, possess the skills, knowledge, and expertise necessary to complete the tasks, including all of the elements listed within the project key tasks? Does the prime applicant institution have the organizational capacity to lead completion of all deliverables? Is there a clear structure to ensure effective coordination between project partners and prime applicants? Does the applicant demonstrate the ability to carry out research including project solicitation, evaluation selection and award; experience developing technology roadmaps; research plans; technology transfer plans; annual operating plans; and, experience in managing R&D projects including performance measures? Does the applicant demonstrate the ability to produce the results needed? Are the proposed project management and staffing plans realistic and sufficient? Is the proposed budget realistic, does it provide sufficient cost detail/narrative, and does it represent good value relative to the anticipated results? Is there sufficient evidence that the applicant will be able to complete their work within the 60-month project period? Is there sufficient evidence the applicant and their partners can arrange for adequate space, facilities, and all equipment necessary to produce the required deliverables?

Past Performance (30%)

Is the applicant experienced in developing and producing technology research and development roadmaps? Does the applicant have experience operating and managing a highly technical research and development program? Does the applicant have experience in offshore energy research and development activities and risk assessment?

E2. Review and Selection Process

The proposal will be reviewed by BSEE and DOE personnel. Reviewers have expertise in Federal offshore programs and/or the specific scientific discipline of the proposal.

E3. CFR - Regulatory Information**E4. Anticipated Announcement and Federal Award Dates**

F. Federal Award Administration Information

F1. Federal Award Notices

Awards are based on the application submitted to and approved by BSEE are subject to the terms and conditions incorporated into the Notice of Award either by direct citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. Recipient acceptance of a Federal award from the Service carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Recipients indicate their acceptance of the Federal award by starting work, drawing down funds, or accepting the award via electronic means.

The BSEE uses the Automated Standard Application for Payments (ASAP) cooperative agreement payment system, managed by the United States Department of the Treasury, to provide electronic invoicing and payment for funds under this award. With the award of each cooperative agreement, an account will be set up from which the Recipient can draw down funds. Recipients must be enrolled in ASAP and their ASAP account linked to BSEE before an award can be issued.

F2. Administrative and National Policy Requirements

See the “DOI Standard Terms and Conditions” for the administrative and national policy requirements applicable to DOI awards.

Award Administration Information

The Awardee is responsible for managing the day-to-day operations of the cooperative agreements and sub-awards to ensure compliance with applicable Federal statutes, regulations, and policies. The Awardee is also responsible for meeting the performance goals identified in the Proposal Text.

Awards based on the application submitted to, and as approved by, BSEE and DOE are subject to the terms and conditions incorporated either directly or by reference in the following section.

Terms and Conditions

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) BSEE carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by, BSEE and are subject to the terms and conditions incorporated either directly or by reference in the following:

- Program legislation\regulation;
 - Special terms and conditions;
 - Code of Federal Regulations/Regulatory Requirements, as applicable;
- Contact the Contracting Officer with any questions regarding the applicability of the following:
- 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*

- 2 CFR Part 25, *Universal Identifier and System for Award Management*
 - 2 CFR Part 170, *Reporting Subaward and Executive Compensation Information*
 - 2 CFR Part 175, *Award Term for Trafficking in Persons*
 - 2 CFR Part 182, *Governmentwide Requirements for Drug-Free Workplace*
 - 2 CFR Part 1400, *NonProcurement Debarment and Suspension*
 - 2 CFR Part 1401, *Requirements for Drug-Free Workplace*
 - 2 CFR Part 1402, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
 - 43 CFR Part 18, *New Restrictions on Lobbying*
- and provisions included in full text in the following sub-sections.

<https://www.doi.gov/sites/doi.gov/files/uploads/doi-standard-award-terms-and-conditions-effective-december-2-2019-revised-june-19-2020.pdf>

Data Availability

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.315](#): (a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification. (b) The Federal Government has the right to: (1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and (2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

See the Service's General Award Terms and Conditions for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

Data Availability

Applicability. DOI/DOE is committed to basing its decisions on the best available science and providing the American people with enough information to thoughtfully and substantively evaluate the data, methodology, and analysis used by the Department(s) to inform decisions.

Use of Data. The regulations at 2 CFR 200.315 apply to data produced under a Federal award, including the provision that the Federal Government has the right to obtain, reproduce, publish, or otherwise use the data produced under a Federal award as well as authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

Availability of Data. The Awardee shall make the data produced under this award and any sub-award(s) available to the Government for public release, consistent with applicable law, to allow meaningful third-party evaluation and reproduction of the following:

- i. The scientific data relied upon;
- ii. The analysis relied upon; and,
- iii. The methodology, including models, used to gather and analyze data.

F3. Reporting

Financial Reports

All recipients must use the SF-425, Federal Financial Report form for financial reporting. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

BSEE will conduct oversight and monitoring of the work progress and financial status of each cooperative agreement by requiring the following information from the Awardee institution, at a minimum:

- a. Federal Cash Transactions Reports. The Awardee must submit the Standard Form 425, *Federal Financial Report* and, when necessary, its continuation form if funds are withdrawn in advance of expenditures. BSEE will use the form to monitor the cash advanced to the Awardee, and to obtain disbursement or outlay information for each cooperative agreement.
- b. Performance and Financial Status Reporting Requirements. Reporting requirements for the projects are regulated by 2 CFR Part 200. These regulations specify basic cooperative agreement reporting requirements including performance and financial reports. BSEE will work closely with the Awardee to incorporate appropriate performance and financial reporting requirements into each cooperative agreement award, consistent with 2 CFR Part 200. These regulations provide some flexibility in determining the appropriate content and frequency of performance and financial reports. At a minimum, however, the reporting schedule will require the Awardee to report their progress at least quarterly through the established reporting process and yearly submission of financial status reports.
- c. Single Audit Requirements. Non-Federal entities that expend financial assistance funds of \$750,000 or more in Federal awards must have a single or a program-specific audit conducted for that year. Non-Federal entities that expend less than \$750,000 in Federal awards are exempt from Federal audit requirements for that year, except as noted in 2 CFR 200.501.
- d. Technical Reporting Requirements (to be submitted by project PI). Monthly Reports, Annual Reports are required.

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. At a minimum, all recipients must submit a final performance report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit interim financial reports on the frequency established in the Notice of Award. See Service policy 516 FW 1, Monitoring Financial and Performance Reporting for Financial Assistance for more information.

Additional Reporting and Deliverables Requirements (Also see Section H)

Performance Plan

Awardee will perform the following:

1. At a minimum, all described tasks.
2. Adhere to the Project Management Plan.
3. Inform the BSEE PO immediately of problems or delays as they begin to develop.
4. Ensure adequate data collection and analysis.
5. Ensure that data used are housed appropriately and available to the public.
6. Acknowledge Federal sponsorship in the draft and final reports using the instructions provided in Section H.

Performance Measures

At the end of each year of the cooperative agreement, the PO will assess performance of the program by answering the following questions in narrative form:

- a. Did all projects in the Annual Plan reach completion?
- b. Did the projects address the objectives as cited in the cooperative agreement?
- c. Were the results of research projects useful to BSEE and DOE's information needs?
- d. Did the research results identify any additional research needs?
- e. Did the research produce peer-reviewed products or use a scientific review board to validate the research conclusions?

MEETINGS, REPORTS, AND OTHER DELIVERABLES

The Awardee is responsible for editing and proofreading all material in order to prepare products as error free as possible prior to their delivery to the BSEE. All reports shall be written as non-proprietary, releasable by BSEE to the public either through posting on the BSEE webpage or by other means unless stipulated elsewhere in the agreement.

Post-Award Meeting and Project Management Plan

The Awardee shall attend a Post-award Meeting with BSEE and DOE within two (2) weeks of award at a time that is mutually agreeable to BSEE, DOE and the Awardee. The meeting may be in person or via teleconference/webinar. At least one (1) week before the Post-award Meeting, the Awardee shall provide to all participants a meeting agenda and a draft Project Management Plan (PMP). The PMP shall include a timeline for completion as presented in the Proposal along with a discussion of roles and responsibilities. In the draft PMP, the Awardee shall clearly and concisely describe project responsibilities, plans for communication and coordination, record keeping, data management, quality control, and scheduling of all tasks, meetings, and deliverables. Any agreed to changes that might affect the agreement are subject to approval in writing by the Contracting Officer (CO). Within two (2) weeks after the meeting, the Awardee shall prepare a written summary of the meeting and the final PMP.

Monthly Progress Reports

The Awardee shall submit monthly progress reports via email. The reports must include, at a minimum, the following components: a summary of all work performed during the period; an explanation of overall progress made against the work schedule; a summary of any significant technical, budgetary, or problems encountered during the report period, including an assessment of their probable effects on meeting task provisions, and proposed solutions.

Disclaimer Language

This language shall be included in the draft and final reports (on the disclaimer page) and in all manuscripts intended to be published in journals and all abstracts or summaries prepared for oral presentations based on this study. An acknowledgement page with this statement shall be incorporated into the PowerPoint slides for oral presentations.

This report has been technically reviewed by BSEE, and it has been approved for publication. The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.

Draft Annual Report

Upon completion of the Key Tasks in Section A2, the Awardee shall prepare an annual report to be approved by the JSC that contains the following elements:

- a. Any complications and deviations from original plans (if any);
- b. Methodology for QA/QC of data collected, data reduction, data validation, and analyses procedures;
- c. Details of the work completed, methodologies, techniques, equipment, evaluations, analyses, and interpretations employed or generated in the fulfillment of the task order requirements; and
- d. Tables, figures, graphics, and maps to clearly illustrate descriptions and discussions.

The draft deliverables shall conform to the submission time requirements. The “Draft” Report may go through several JSC reviews before it is deemed acceptable by the JSC. The last version of the “Draft” Report shall incorporate comments, corrections, and additions identified during this review. Once the “Draft” Report is deemed acceptable to the JSC, the Awardee may then proceed to prepare the “Final” Report, due four (4) weeks after the last “Draft” Report is approved.

A “Draft” report that requires many changes, corrections, edits, or additions shall be deemed unacceptable. If the report is unacceptable, it shall be returned to the Awardee for correction and re-submittal, still as a draft report. The “Draft/Final” Reports should be concise, but must be well-written, edited, professional in appearance, and should be addressed to a general government audience. Subjects that are technical may be reported in chapter or report appendices. The Awardee is responsible for editing and proofreading all material to prepare products as error-free as possible prior to their delivery to ensure products of the highest technical and editorial standard.

c. Significant Development Reports

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify [Insert Bureau Here] in writing of any favorable developments that enable meeting time schedules and objectives sooner or at

less cost than anticipated or producing more or different beneficial results than originally planned.

d. Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property in which the Federal government retains an interest. The required frequency of these reports will depend on the anticipated length of the Federal interest period. The Bureau will include recipient-specific real property reporting requirements, including the required data elements, reporting frequency, and report due dates, as applicable.

List of Purchased Equipment

Submit a list of all purchased equipment at the conclusion of the project.

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the U.S. Office of Government Ethics website for more information on these restrictions. The [Insert Bureau Here] will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, the Service will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

Other Mandatory Disclosures

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including suspension or debarment.

Reporting Matters Related to Recipient Integrity and Performance

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

G. Federal Awarding Agency Contact(s)

First Name

Christy

Last Name

Tardiff

Address

45600 Woodland Road | MS VAE-AMD | Sterling, VA 20166

Telephone

703-787-1367

Email

christy.tardiff@bsee.gov

G2. Administrative/Budget Questions Program Office Contact

For programmatic technical assistance, please contact:

First Name

Christy

Last Name

Tardiff

Address

45600 Woodland Road | MS VAE-AMD | Sterling, VA 20166

Telephone

703-787-1367

Email

christy.tardiff@bsee.gov

G3. Grants Staff Contact

For financial, awards management, or budget assistance, contact:

First Name

Last Name

Address

Telephone

Email

G4. Technical Support

For Grants.gov technical registration and submission, downloading forms and application packages, contact:

Name

Grants.gov Customer Support

Telephone

1-800-518-4726

Email

Support@grants.gov

H. Other Information

Correspondence

All correspondence pertaining to this Agreement prepared by the Awardee shall have a courtesy copy (with attachments) sent to the JSC and CO. Correspondence pertaining to this Agreement received by the Awardee (excluding correspondence to and from the BSEE) shall be copied and sent to the JSC and CO according to the schedule below. All correspondence shall be clearly marked with the Award Number on the first page.

Journal Publication, Posters, and/or Oral Presentations

The Awardee shall submit drafts of publications, public presentations, posters, *etc.* that stem from OESI's research efforts for a courtesy review by the Joint Steering Committee (JSC) and other BSEE and DOE personnel prior to submission/display to outside entities. The Awardee shall document and submit the results of such efforts, *e.g.*, acceptance for publications, acceptance for presentations, final versions, journal articles published, presentations, abstracts, proceedings papers, and reference citations. The Awardee shall require of all investigators that all manuscripts intended to be published in journals resulting from and research conducted under OESI shall be submitted to the JSC for review and comment prior to submittal to the journal, with final revisions remaining subject to the discretion of the author.

Unless formally instructed to remove, all such publications and oral (and/or poster) presentations shall contain an acknowledgement of support from BSEE and DOE under this Cooperative Agreement that states, "Study collaboration and funding were provided by the U.S. Department of Energy and the U.S. Department of the Interior, Bureau of Safety and Environmental Enforcement, Washington, D.C., under Agreement Number _____."

An acknowledgement page shall be incorporated into presentation documents for oral presentations. Publication of scientific results in peer-reviewed journals is strongly encouraged. Presentations shall include current BSEE and DOE logos that will be provided upon request by the Awardee.

The following additional disclaimer statement shall be placed on the disclaimer/acknowledgement page of Interim, Draft, and Final reports: "This report has been technically reviewed by the JSC, and it has been approved for publication. The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government, nor does mention of trade names or commercial products constitute endorsement or recommendation for use."

DELIVERABLES, DISTRIBUTION, AND DUE DATES

Deliverable products described above, shall be submitted in accordance with the Cooperative

Agreement as shown in the schedule below. To the maximum extent practicable, deliverables shall be submitted in electronic form using the latest version of MS Word as the primary word processing software. Files should also be readily convertible using the latest version of Acrobat software to a PDF file. Any physical data storage media (e.g., hard drives) shall be formatted for reading and writing by the current Microsoft Windows® computer operating system.

DELIVERABLE	DISTRIBUTION	DUE
A. Post-Award Meeting and Summary	Electronic copy to CO, OESI Managing Organization (OMO), JSC POCs.	Agenda within 1 week of Post-Award Meeting. Meeting within 2 weeks after start of Cooperative Agreement. Summary within 2 weeks after Meeting.
B. Draft and Final Project Management Plan (PMP)	Electronic copy CO, OMO, JSC POCs.	Draft due 1 week before Post-award meeting. Final due 2 weeks after Post-award meeting.
C. Monthly Progress Reports	Electronic copy CO, OMO, JSC POCs.	Within 2 weeks upon completion of final PMP and on an “as agreed” schedule thereafter.
D. Abstracts, Journal Publication(s), and Oral Presentation(s)	Electronic copy CO, OMO, JSC POCs.	Drafts to be sent for review prior to submission to the publisher, conference, or presented at conference. May be done at any point in the contract, or at the conclusion.
E. Annual Report	Electronic copy CO, OMO.	12 months after Cooperative Agreement Award and every 12 months thereafter.
F. Presentation Slides	Electronic copy to OMO, JSC POCs.	Throughout the duration of the agreement at opportunistic or special conferences.
G. Project Webinar (if deemed desirable)	Electronic copy to OMO and JSC POCs. CO—copy of transmittal letter only.	With Final Report.
H. Correspondence	Electronic delivery to OMO and JSC POCs. CO—copy of transmittal letter only.	Within two (2) weeks of completion of the agreement.

DELIVERABLE	DISTRIBUTION	DUE
I. Poster sessions or presentations at conferences/meetings	Electronic copy to OMO, JSC POCs.	For Awardee-originated correspondence, e-mailed on same day. For Awardee-received correspondence, within one (1) week of receipt.
J. Study results and reports posted to OESI website	Electronic copy to OMO, JSC POCs.	Throughout the duration of the agreement at opportunistic or special conferences.
K. Study results and reports posted to OESI website	Electronic copy CO, OMO, JSC POCs.	Throughout the duration of the agreement.

Paperwork Reduction Act Statement