National Park Service

CRFA-PGC - Cultural Resources Financial Assistance

2024
P24AS00506

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A. Program Description

Authority:

- 54 U.S.C. 3001 et seq. (National Historic Preservation Act)
- 54 U.S.C. 302902 Grants to States
- 54 U.S.C. 302908 Grants to the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau
- Further Continuing Appropriations and Other Extensions Act, 2024. Public Law 118-35
- Consolidated Appropriations Act, 2024. Public Law 118-42

Assistance Listing:
15.904

Program Background, Objectives, and Goals:
This funding program supports the operation of State Historic Preservation Offices (SHPOs) in the 50 states, 5 territories, 3 Freely Associated States, and District of Columbia within allowable program areas described in the Historic Preservation Fund Grants Manual. Where relevant, staff and projects must comply with the appropriate Secretary of the Interior's *Standards and Guidelines for Archeology and Historic Preservation*.
The purposes of this program are to provide matching grants to States for the identification, evaluation, and protection of historic properties by such means as: survey, planning, technical assistance, physical preservation, review and compliance of Federal undertakings, Federal historic preservation tax incentives, nominations to the National Register of Historic Places, distribution of funding to and support of Certified Local Governments, and to assist Federal, State, and Local Government agencies, nonprofit organizations and private individuals in carrying out historic preservation activities. Awards under this program must comply with and support 54 U.S.C. 3001 et seq. (commonly known as the National Historic Preservation Act).

Funding Opportunity Goals To provide matching grants to States for the identification, evaluation, and protection of historic properties.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding
$62,150,000

B2. Expected Award Amount

Maximum Award
$2,200,000

Minimum Award
$100,000

Grant awards are determined by the NPS Apportionment Formula for State Historic Preservation Offices as described in Chapter 2 of the HPF Grants Manual, revised on July 25, 2023. The amounts below reflect the full apportionment of the amount available for SHPOs in FY2024 as appropriated by Congress.

State Name	Partial Award	Supplemental Award	Total Award	Match Required	Total Grant Budget
ALABAMA	$477,407	$624,004	$1,101,411	$734,274.00	$1,835,685
ALASKA	$509,833	$885,401	$1,395,234	$930,156.00	$2,325,390
ARIZONA	$491,507	$737,667	$1,229,174	$819,450.00	$2,048,624
ARKANSAS	$465,276	$526,202	$991,478	$660,986.00	$1,652,464
CALIFORNIA	$596,325	$1,582,654	$2,178,979	$1,452,653.00	$3,631,632
COLORADO	$489,791	$723,845	$1,213,636	$809,091.00	$2,022,727
CONNECTICUT	$459,616	$480,597	$940,213	$626,809.00	$1,567,022
DELAWARE	$429,608	$238,669	$668,277	$445,518.00	$1,113,795
FLORIDA	$527,122	$1,024,782	$1,551,904	$1,034,603.00	$2,586,507
GEORGIA	$496,539	$778,254	$1,274,793	$849,862.00	$2,124,655
HAWAII	$438,795	$312,730	$751,525	$501,017.00	$1,252,542
IDAHO	$462,221	$501,588	$963,809	$642,540.00	$1,606,349
ILLINOIS	$521,071	$976,013	$1,497,084	$998,056.00	$2,495,140
INDIANA	$487,898	$708,574	$1,196,472	$797,648.00	$1,994,120
IOWA	$474,152	$597,770	$1,071,922	$714,615.00	$1,786,537
KANSAS	$476,183	$614,141	$1,090,324	$726,883.00	$1,817,207
KENTUCKY	$473,867	$595,474	$1,069,341	$712,894.00	$1,782,235
LOUISIANA	$476,674	$618,101	$1,094,775	$729,850.00	$1,824,625
MAINE	$452,739	$425,134	$877,873	$585,249.00	$1,463,122
MARYLAND	$472,894	$587,627	$1,060,521	$707,014.00	$1,767,535
MASSACHUSETTS	$483,548	$673,518	$1,157,066	$771,378.00	$1,928,444
MICHIGAN	$519,451	$962,952	$1,482,403	$988,269.00	$2,470,672
MINNESOTA	$492,498	$745,677	$1,238,175	$825,450.00	$2,063,625
MISSISSIPPI	$463,963	$515,618	$979,581	$653,054.00	$1,632,635

MISSOURI	$492,315	$744,198	$1,236,513	$824,342.00	$2,060,855
MONTANA	$468,963	$555,935	$1,024,898	$683,266.00	$1,708,164
NEBRASKA	$467,356	$542,974	$1,010,330	$673,554.00	$1,683,884
NEVADA	$470,379	$567,346	$1,037,725	$691,817.00	$1,729,542
NEW HAMPSHIRE	$440,576	$327,086	$767,662	$511,775.00	$1,279,437
NEW JERSEY	$489,637	$722,596	$1,212,233	$808,156.00	$2,020,389
NEW MEXICO	$472,863	$587,372	$1,060,235	$706,824.00	$1,767,059
NEW YORK	$553,170	$1,234,772	$1,787,942	$1,191,962.00	$2,979,904
NORTH CAROLINA	$497,779	$788,244	$1,286,023	$857,349.00	$2,143,372
NORTH DAKOTA	$451,823	$417,761	$869,584	$579,723.00	$1,449,307
OHIO	$515,648	$932,282	$1,447,930	$965,287.00	$2,413,217
OKLAHOMA	$477,482	$624,635	$1,102,117	$734,745.00	$1,836,862
OREGON	$484,062	$677,667	$1,161,729	$774,486.00	$1,936,215
PENNSYLVANIA	$522,991	$991,482	$1,514,473	$1,009,649.00	$2,524,122
RHODE ISLAND	$433,611	$270,937	$704,548	$469,699.00	$1,174,247
SOUTH CAROLINA	$469,560	$560,756	$1,030,316	$686,878.00	$1,717,194
SOUTH DAKOTA	$454,795	$441,718	$896,513	$597,676.00	$1,494,189
TENNESSEE	$483,383	$672,189	$1,155,572	$770,382.00	$1,925,954
TEXAS	$573,335	$1,397,324	$1,970,659	$1,313,773.00	$3,284,432
UTAH	$470,591	$569,055	$1,039,646	$693,098.00	$1,732,744
VERMONT	$432,347	$260,738	$693,085	$462,057.00	$1,155,142
VIRGINIA	$490,817	$732,113	$1,222,930	$815,287.00	$2,038,217
WASHINGTON	$494,144	$758,936	$1,253,080	$835,387.00	$2,088,467
WEST VIRGINIA	$452,988	$427,145	$880,133	$586,756.00	$1,466,889
WISCONSIN	$491,995	$741,617	$1,233,612	$822,408.00	$2,056,020
WYOMING	$453,789	$433,607	$887,396	$591,598.00	$1,478,994
DISTRICT OF COLUMBIA	$425,147	$202,700	$627,847	$418,565.00	$1,046,412
PUERTO RICO	$451,870	$418,138	$870,008	$580,006.00	$1,450,014
AMERICAN SAMOA	$406,325	$50,970	$457,295	$ -	$457,295
GUAM	$409,345	$75,328	$484,673	$ -	$484,673
COMMON WEALTH OF THE NORTHERN MARIANA ISLANDS	$408,195	$66,046	$474,241	$-	$474,241
VIRGIN ISLANDS	$410,426	$84,027	$494,453	$ -	$494,453

FEDERATED STATES OF MICRONESIA	$238,663	$307,228	$545,891	$ -	$545,891
REPUBLIC OF PALAU	$138,316	$178,053	$316,369	$ -	$316,369
REPUBLIC OF THE MARSHALL ISLANDS	$138,316	$178,053	$316,369	$ -	$316,369
Total	$27,171,980	$34,978,020	$62,150,000	$39,373,824.00	$101,523,824

B3. Anticipated Award Funding and Dates

Anticipated Award Date

April 15, 2024

Applications will be reviewed on a rolling basis as they are submitted, and applications submitted prior to the deadline will result in earlier awards. Award date is determined upon when the application is submitted completely and correctly. Most awards will be made prior to 09/01/2024.

B4. Number of Awards

Expected Number of Awards

59

B5. Type of Award

Funding Instrument Type

G - Grant

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

00 – State governments

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

Additional Information on Eligibility

In accordance with the National Historic Preservation Act as amended, 54 USC 3001, this funding opportunity is limited to:

State governments, as defined in 54 USC 3001 et seq. also known as the National Historic Preservation Act, as amended. Further eligible applicants are defined in 54 USC 302902 - Grants to States; 54 USC 302908 - Grants to the Federated States of Micronesia, the Republic of the Marshall Islands, the Republic of Palau; and specifically in 54 USC 300317 – States. One nonprofit organization, Ohio History Connection, is eligible to apply serving as the Ohio State Historic Preservation Office.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

Yes

The recipient must provide a cost match of minimum of 40% of the total project cost. Contributions for cost match must be made from non-Federal sources which may include properly documented cash, in-kind contributions or services, or materials. Insular areas and some territories are exempt from this requirement.

C3. Other

1. Applications for renewal or supplementation of existing projects are not eligible.
2. Projects funded under this program constitute "undertakings" as defined by Section 106 of the National Historic Preservation Act (NHPA), as amended (54 U.S.C. 306108). Accordingly, after the grant is awarded, the National Park Service will work with the grantee to complete the consultation process for Section 106.
3. Section 110 of the NHPA will apply to National Historic Landmarks.
4. All projects will also be reviewed for effects under the National Environmental Protection Act (NEPA).
5. All work will be reviewed to ensure it meets the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation.*
6. Any historic property receiving physical preservation (development) assistance through the program will be required to place a preservation covenant/easement/agreement on the property ranging from 5 to 20 years determined by the amount of grant, to protect the federal investment and characteristics which made the property historic.
7. The total of administration and indirect costs necessary to complete and administer the program cannot exceed 25% of total cost (primary and subgrants combined). This limitation for the Historic Preservation Fund is by statute, 54 U.S.C. 302902.

Excluded Parties:

NPSconducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The NPS 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.

Foreign Entities or Projects
This program may provide funding to foreign entities or for projects conducted outside the United States.

State Sponsors of Terrorism: This program will not fund projects in countries determined by the U.S. Department of State to have repeatedly provided support for acts of international terrorism and therefore are subject to sanctions restricting receipt of U.S. foreign assistance and other financial transactions.

Office of Foreign Assets Control Sanctions: This program will not fund projects in countries subject to comprehensive sanction programs administered by the U.S. Department of Treasury, Office of Foreign Asset Control without proper licenses.

In-Country Licenses, Permits, or Approvals: Entities conducting activities outside the U.S. are responsible for coordinating with appropriate U.S. and foreign government authorities as necessary to obtain all required licenses, permits, or approvals before undertaking project activities. The Service does not assume responsibility for recipient compliance with the laws, regulations, policies, or procedures of the foreign country in which they are conducting work.

D. Application and Submission Information

D1. Address to Request Application Package

The application package can be found on Grants.gov. Additonal materials can be submitted in HPF Online.

D2. Content and Form of Application Submission

Project Narrative
Organizational Chart and Staffing Summary Statement

- Applicants must create their own. See Historic Preservation Fund Grants Manual p. 7-34
- Certification of Qualified Staff and Review Board Statement
    - A blank copy of this statement can be found under the Related Documents tab of the opportunity on grants.gov and in HPF Online.
- Additionally, States must use HPF Online to complete Cumulative Products Table Projections and at a minimum, In House activities in the Project Activity Database Report.

SF-424, Application for Federal Assistance
Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424,

Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, signed, and dated. Do not include any proprietary or personally identifiable information. Please note: Enter only the amount requested from this Federal program in the "Federal" funding box on the SF-424 Application form. Include any other Federal sources of funding in the "Other" box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the "Budget Narrative" section below).

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, "Budget Information for Non-Construction Programs" form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200.

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For construction programs or projects, applicants must complete and submit the SF-424C, "Budget Information for Construction Programs". All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200.

Any applicant organization that has not completed the financial assistance certifications and representations within their SAM.gov registration must submit the appropriate signed and dated Assurances form. All of the required application forms are available with this announcement on Grants.gov.

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Detailed Budget Narrative

The project budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included (reference section C of this announcement). Cost categories can include, but are not limited to, those costs items included on the SF424A or SF424C.

Your SF-424a will serve as your detailed budget narrative along with any other required information in HPF Online. They must indicate a minimum pass through of 10% to Certified Local Governments as required. Please divide your costs across the columns under Administration, Program, and Contracts/Subgrants.

Project Abstract Summary

Please complete and submit with your application package the Project Abstract Summary form with the following information:

- Funding Opportunity Number;
- Goals and Objectives of your proposed project;

- Summary of Project Activities;
- Performance Goals including milestones and expected outcomes;
- Who will benefit from your project.

This information will be transmitted to USASpending.gov and be viewable by the public.

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.

(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 sub recipients, 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 sub recipients.

(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 §18 and prelim@title31/subtitle2/chapter13&edition=prelim">31 USC §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 §200.339, Remedies for noncompliance, including suspension or debarment (see also 2 CFR §180).

Uniform Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribes, institutions of higher education, 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, in accordance with 2 CFR 200 subpart F. U.S. state, local government, federally recognized Indian tribes, institutions of higher

education, 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.

Disclosure of Lobbying Activities

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" form 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 with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 and 31 USC 1352 for more information on when additional submission of this form is required.

If no lobbying is undertaken by the applicant, N/A may be placed in the appropriate spaces.

Overlap or Duplication of Effort Statement

If the project proposed in this application is funded through another Federal financial assistance award, in part or in whole, the applicant must provide a statement detailing the potential funding overlap in regards to activities, costs, or time commitment of key personnel. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted or copy of Federal financial assistance award covering activities covered under this proposal. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount. 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"

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 an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity

with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a Unique Entity Identifier (UEI) which replaced the Data Universal Numbering System (DUNS) number from Dun & Bradstreet in April 2022. A Federal award may not be made 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 the applicant is not qualified to receive an award. Federal award recipients must also 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. **There is no cost to register with SAM.gov**. There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; **please be aware you can register and request help for free**.

Register with the System for Award Management (SAM):
Applicants can register on the SAM.gov website. The "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. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities will be assigned a Unique Entity Identifier (UEI). 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 made to the entity's IRS information. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications
05/30/2024

Application Due Date Explanation
Electronically submitted applications must be submitted no later than 11:59 PM, ET, on the listed application due date.

D5. Intergovernmental Review

An intergovernmental review may be required for applications submissions from a U.S. state or local government prior to submission. Applicants must contact their State's Single Point of Contact (SPOC) to comply with the state's process under Executive Order 12372.

D6. Funding Restrictions

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. Recipients must have prior written approval from the Service to use amounts budgeted for direct costs to satisfy cost-share or match requirements or to cover unallowable indirect costs. Recipients shall not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

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 "Cooperative Ecosystem Studies Unit Network", which has a Department of the Interior-approved indirect cost rate cap of 17.5%. 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 2 CFR §1402.414. If we do not have an approved indirect cost rate with our cognizant agency, we understand that we 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 the Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service 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 indirect costs 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.

D7. Other Submission Requirements

Organizational Chart and Staffing Summary Statement

This chart shows position titles, vacant positions, and the hierarchy of reporting relationships among and between SHPO staff. Print, sign, scan, and attach to Grants.gov submission using the "Attachments Form."

In addition, the chart should identify specific staff who:

• Meet 36 CFR 61 professional qualifications for required historian, architectural historian, and

archeologist positions, unless an alternate staffing plan has been approved by the NPS;
• Are funded in full or part with HPF or matching share and the number of full time equivalent (FTE) positions charged to the Federal share and the number of FTEs charged to the matching share; please also identify what percent of funding (Federal or match) is applied towards a particular position and provide a total of staff funded by Federal and match;
• Assigned to *each* program area (Planning, National Register, Review and Compliance, Survey and Inventory, Tax Credits, Local Government Certification, and Administration);
• Serve as the HPF Grant manager;
• Serve as the statewide CLG coordinator(s); and,
• Coordinate Title VI/Section 504 monitoring for discrimination based upon race, color, and national origin (See 10 CFR 1040.5).

Certification of Qualified Staff and Review Board Statement
Located in HPF Online under the "HPF Forms" tab (left-hand column) or the Grants.gov packet. Print, sign, scan, and attach to Grants.gov submission using the "Attachments Form."

Reminders: Certain Activities Require Additional Reporting (not part of application)
As you complete the application and begin to budget for sub-grants and contracts, there are additional reporting requirements that are important to keep in mind. Although these reporting requirements are not part of the application or submitted through Grants.gov, preparing the application may flag for you the types of projects requiring additional reporting to NPS. There are documentation submission requirements for HPF-funded work involving **National Historic Landmarks**. This documentation requires a project notification be submitted through the HPF Online *before work begins* as well as a final project report following work. There are also requirements for **NEPA review**, to be completed in the HPF Online, which collects all required data necessary for NPS to review a development or archeological survey project. The **Federal Funding Accountability and Transparency Act** (FFATA) requires you to report data on sub-grants (called sub-awards) greater than or equal to $30,000 not later than 30 days following the month in which any sub-grant is awarded. You will use the Federal Funding Accountability and Transparency Act Subaward Reporting System (https://www.fsrs.gov/) to do this. The help desk for FSRS may be reached by calling 1-866-606-8220.

E. Application Review Information

E1. Criteria

E2. Review and Selection Process

Prior to award, the program will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances,

the program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Bureau may choose not to fund the selected project.

The program 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 Bureau 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.

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the Bureau's "Financial Assistance Recipient Risk Assessment" form. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently $250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied the award.

NPS personnel will review all proposals. All proposals for funding will be considered using the required information outlined above for these formula grants. These are not competitive awards, and funding is determined by an apportionment formula as detailed in the *Historic Preservation Fund Grants Manual*.

An initial review will be performed to determine whether: (1) the Applicant is eligible for an award; (2) the information required by the NOFO has been submitted; (3) all mandatory requirements of the NOFO are satisfied; and (4) the proposed project is responsive to the program objectives of the NOFO (program determination). If an applicant fails to meet the requirements or objectives of the NOFO, or does not provide sufficient information for review, the applicant may be considered non-responsive and eliminated from further review.

The Government may enter into discussions with a selected applicant for any reason deemed necessary, including, but not limited to: (1) only a portion of the application is selected for award; (2) the Government needs additional information to determine that the recipient is capable of complying with the requirements of DOI Financial Assistance Regulations, and/or (3) additional specific terms and conditions are required. Failure to satisfactorily resolve the issues identified by the Government may preclude award to the applicant.

In accordance with 2 C.F.R. § 200.205, applications selected for funding will be subject to a pre-award risk assessment which may include a review of information contained within the applicant's proposal, past audits, Federal Awardee Performance and Integrity Information System (FAPIIS), and/or past performance on previous Federal financial assistance awards. Negative information that leads to a recipient being designated as "Medium Risk" or "High Risk" may result in specific conditions, as identified in 2 C.F.R. § 200.207, being incorporated into the final award.

E3. CFR – Regulatory Information

See the National Park Service's 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.

E4. Anticipated Announcement and Federal Award Dates

Once an application is approved, applicants will receive notification of their award through Grant Solutions.

F. Federal Award Administration Information

F1. Federal Award Notices

Once an application is approved, applicants will receive notification of their award through Grant Solutions.

Any pre-award costs incurred prior to the receipt of a signed agreement or written notice signed by a Financial Assistance Awarding Officer authorizing pre-award costs, is at the applicant's own risk. A fully executed copy of the grant agreement through Grant Solutions by the Financial Assistance Awarding Officer is the only authorizing document to begin performance. Pre-award costs are allowable back to the start date of the agreement, 10/1/2023.

F2. Administrative and National Policy Requirements

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

Data Availability
Per theFinancial 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.

F3. Reporting

Financial Reports

All recipients must use the SF-425, Federal Financial Report form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 120 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. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

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. Final reports are due no later than 120 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.

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 the Service 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.

Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property acquired under the award 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, in the Notice of Award when applicable.

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.

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 200.339 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)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First and Last Name:
State, Tribal, Local, Plans & Grants (STLPG)

Address:
1849 C St NW Mail Stop 7360

Telephone:
202-354-2020

Email:

STLPG@nps.gov
Please do not mail anything to STLPG office, we are unable to receive it and have moved to completely digital files.

G2. Program Administration Contact

For **program administration assistance**, contact:

First and Last Name:
STLPG

Address:
1849 C St NW, Mail Stop 7360

Telephone:
202-354-2020

Email:
STLPG@nps.gov

G3. Application System Technical Support

For Grants.gov technical registration and submission, downloading forms and application packages, contact:
Grants.gov Customer Support
Numeric Input Field: 1-800-518-4726
Support@grants.gov

For GrantSolutions technical registration, submission, and other assistance contact:
GrantSolutions Customer Support
1-866-577-0771
Help@grantsolutions.gov

H. Other Information

Payments

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by the Service program. Foreign recipients receiving funds to a final destination bank outside the U.S. are required to receive payment through the U.S. Treasury's International Treasury Services (ITS) System. Foreign recipients receiving funds to a final destination bank in the U.S. are required to enter and maintain current banking details in their SAM.gov entity profile and receive payment through the Automated Clearing House network by electronic funds transfer (EFT). The Bureau will include recipient-specific instructions on how to request payment, including identification of any additional information required and where to submit payment requests, as applicable, in all Notices of Award.