U.S. Fish and Wildlife Service
Division of International Conservation

Wildlife Without Borders – Latin America and the Caribbean (South America)
Catalog of Federal Domestic Assistance (CFDA) Number: 15.640
Funding Opportunity Number: F15AS00118
Submission Deadline: May 15, 2015

Notice of Funding Opportunity and Application Instructions
Read this document carefully as changes have been incorporated!

I. Description of Funding Opportunity

Program Authorizing Statute: Endangered Species Act of 1973, as amended (16 U.S.C. 1531-43)

South America is home to some of the most biologically rich sites in the world. The region's landscapes host large numbers of endemic species and biodiversity threatened by habitat loss and degradation due to one of the highest land degradation and deforestation rates in the world, driven by increased demands of a growing global population for food, forest products, land minerals, and energy.

Whereas people can be the greatest threat to a region's biodiversity, they are also the most powerful element for conservation when stakeholders are able to work cooperatively toward shared conservation goals that incorporate the sustainable use of landscapes and natural resources. The question is no longer whether to involve key actors at the individual, organizational or group level in the implementation of sound conservation actions, but *how* to do so in a participatory and inclusive way that produces clear conservation results that are sustainable and enduring.

Program Goal: Conserve priority species, habitats and ecological processes in landscapes with high biodiversity value in South America.

Program Objective: Support projects that address the underlying threats and human elements of biodiversity conservation according to the specific funding criteria for one or more of the following two focal programmatic themes: (i) threatened landscapes, and (ii) threatened species.

Funding for each of the focal programmatic themes is limited to the geographic eligibility criteria listed under each focal theme. The geographic eligibility categories are:

Geographic Eligibility and Descriptions:

1) The Tropical Andes: A center of mega-biodiversity

The Tropical Andes spans from western Venezuela to northern Chile and Argentina, and includes large portions of Colombia, Ecuador, Peru, and Bolivia.

With only a quarter of its habitat still remaining, the region is facing a variety of ***threats*** including mining, timber extraction, oil exploration, and narcotics plantations, which are all expanding due to the continual growth of many large cities in the region. The cloud forests are facing increased pressure from hydroelectric dams, and invasive species like the American bullfrog and grasses for cattle grazing are becoming problems as well.

Species of interest in the Tropical Andes include (but are not limited to): the Jaguar, Yellow-tailed Woolly monkey, the Andean Bear, the Mountain Coati, Northern Pudu, and freshwater ornamental fish.

Map of the Tropical Andes:



Source: http://www.conservation.org

2) <u>The Southern Cone: Landscape diversity and species endemism</u>

The Southern Cone of South America, comprised of Argentina, Chile, Paraguay, and Uruguay, has a remarkable diversity of landscapes and endemic species, many of which are ***threatened*** by habitat loss and degradation due to unsustainable natural resource practices, including deforestation from agricultural expansion, overgrazing, forest fires, soil erosion and desertification.

Species of interest in the Southern Cone include (but are not limited to): Guanacos, the Chacoan peccary, White-lipped and Collared Peccaries, Mountain and Baird's Tapirs, Vicuñas, Jaguars, Southern Pudu, the Andean Cat, the Andean Condor, Darwin's Rhea, Hyacinth Macaw, Giant Otter.

Ecoregions of special interest in the Southern Cone include the Chilean Winter Rainfall-Valdivian Forests, the Gran Chaco, and Patagonia.

a) Chilean Winter Rainfall-Valdivian Forests harbors richly endemic flora and fauna in the central-northern part of Chile and the far western edge of Argentina, stretching from the Pacific coast to the crest of the Andean mountains.

<u>Map of Chilean Winter Rainfall-Valdivian Forests:</u>



Source: http://www.conservation.org

b) **The Gran Chaco** is the largest dry forest in South America and the continent's most extensive forested region outside Amazonia. It is a vast plain extending from the Andes in the west to the Paraguay River in the east, covering parts of northern Argentina, western Paraguay and south-eastern Bolivia.

Map of the Gran Chaco:



Source: http://commons.wikimedia.org/wiki/File:GranChacoApproximate.jpg

c) **Patagonia** encompasses the southern end of South America, shared by Argentina and Chile. The region comprises the southern section of the Andes mountains as well as the deserts, steppes and grasslands east of the southern portion of the Andes, including the Pacific and Atlantic Ocean coasts.

Map of Patagonia:



Source: http://www.destination360.com/south-america/argentina/map-of-patagonia

3) South America: A focus on wildlife trafficking in all countries

Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, French Guiana, Guyana, Paraguay, Peru, Suriname, Uruguay, Venezuela.

Please note that government endorsement is required for **all** proposals. Applicants are strongly encouraged to consult with relevant government authorities prior to preparing applications for U.S. Fish and Wildlife (Service) funds.

Projects should take place in the above regions of South America.

Please note that projects in Central America are administered through the Wildlife Without Borders – Central America Program, and in Mexico are administered through the Wildlife Without Borders – Mexico Program.

Due to other grant programs supported by the Service, Wildlife Without Borders – South America will not fund projects related to:

- Marine Turtles (Marine Turtle Conservation Fund)
- Neotropical Migratory Birds (Neotropical Migratory Bird Conservation Act Fund)

Programmatic focal areas:

1. Threatened landscapes – Tropical Andes and Southern Cone (as described above)

In FY2015, the Service seeks proposals under this focal area that address a) unsustainable land use activities, and/or b) minimize the impacts of extractive industry.

A) Unsustainable land use

Description: The Service will support projects that benefit landscapes that are clearly justified to be of 1) high conservation value **and** 2) under immediate and direct threat from unsustainable land use practices (i.e., expansion of agricultural activity, grazing, deforestation, etc.). Through targeted ecosystem and/or landscape-level conservation actions, projects shall directly link identified threats to key stakeholders. Projects should seek to create or promote actions amongst key stakeholders to work cooperatively to identify conservation problems, diagnose causes and jointly identify and implement best practices for conservation and management solutions through a participatory and inclusive process that acknowledges the legitimacy of partner needs and goals and the advantages of concerted collaborative action to address complex resource management challenges.

Geographic eligibility: The Tropical Andes and Southern Cone

Funding mechanism: One- to two-year grants or cooperative agreements as financial assistance instruments the scope of the activities, the anticipated results, and the length of the project period. The type of assistance instrument to be used is the decision of the Service.

Desired results: Increased conservation and management of threatened landscapes of high conservation value including both protected areas and multi-functional landscapes. Proposals will be strengthened if they address one or more of the following:

- Reduction of unsustainable land use activities (e.g., habitat degradation or loss due to the expansion of agriculture and/or cattle ranching/pastures, road and infrastructure) that lead to improved alternative livelihoods, climate change resilience, and/or sustainable food production systems in the biodiversity conservation project area;
- Reduction of threats to highly endangered wildlife and plant species (e.g., harvesting, hunting, fishing, habitat destruction by land use change, wildfires, other); and
- Integration of both human and biological dimensions into conservation policies and programs at the local, national, and/or regional level.

B) Minimizing impacts of extractive industry

Description: The Service will support national and regional activities to influence the practices of extractive industries (including logging, fishing, mining, and oil and gas exploration and production) to minimize negative impacts on wildlife. Proposals should promote better management practices (BMPs) by extractive industries, including both the direct effects of the resource extraction and secondary consequences, such as hunting by workers and other unauthorized individuals using industry road networks. In the project narrative section, the proposal should identify the companies and other industrial groups involved, as well as the better management practices to be promoted; as well as articulate how the project will partner with the government institutions responsible for setting and implementing extractive industry policy. All proposals should clearly identify indicators to monitor changes in the impacts of extractive industry on wildlife.

Geographic eligibility: The Tropical Andes and Southern Cone

Funding mechanism: One- to two-year grants or cooperative agreements as financial assistance instruments the scope of the activities, the anticipated results, and the length of the project period. The type of assistance instrument to be used is the decision of the Service.

Desired Results: Increased conservation and management of threatened landscapes of high conservation value including both protected areas and multi-functional landscapes. Proposals will be strengthened if they address one or more of the following:

- Integration of BMPs into relevant contracts and leases with appropriate systems for compliance monitoring and enforcement.
- Formal adoption of BMPs by key extractive industry actors, and implementation of the BMPs in their extractive activities.
- Reduced impacts of extractive industries on wildlife, including a decline in illegal habitat destruction and habitat degradation, appropriate road networks and better road control that limits access to unauthorized individuals, and less illegal or unsustainable hunting by industry workers.

2. Threatened species – All countries in South America

In FY 2015 the Service seeks proposals under this focal area that address either a) human-carnivore conflict or b) illegal species (wildlife, plant and/or timber) trafficking and illegal pet trade.

A) Human-carnivore conflict

Description: The Service will support local, national and regional (transnational) activities designed to mitigate and reduce conflicts between people and carnivores (i.e., jaguars, cougars, pumas, bears) due to predation on livestock, domestic animals and game species, wildlife disease, and overall damage to human lives and livelihoods in agricultural and multi-use areas located within or near protected areas.

Geographic eligibility: South America – all countries.

Funding mechanism: One- to two-year grants or cooperative agreements as financial assistance instruments the scope of the activities, the anticipated results, and the length of the project period. The type of assistance instrument to be used is the decision of the Service.

Desired results: Reduction or elimination of conflicts between humans and carnivores (i.e., jaguars, cougars or puma), including livestock predation, and damage to human lives and livelihoods. Proposals will have a higher likelihood of being selected if they address one or more of the following:

- pre-emptive techniques to reduce or eliminate conflicts between humans and carnivores (i.e. jaguars, puma or cougars),
- reduction of retaliatory attacks and killings of carnivores,
- engagement of relevant constituencies (e.g. ranchers, decision-makers, community or opinion leaders) for peaceful co-existence with carnivores through education, outreach and social marketing campaigns,
- integration of sustainable mechanisms and/or policy incentives for owners to prevent livestock predation at the local, national, and/or regional level, and
- produce benefits for other species and/or habitats within the project area.

B) Trafficking of illegal species (wildlife, plant and/or timber) and/or illegal wildlife pet trade

Description: The Service will support local, national and regional (transnational) activities designed and implemented to reduce species (wildlife, plant and/or timber) trafficking and illegal pet trade. Proposals should focus on reducing the market for wild animals, plant and/or timber resources that are illegally and unsustainably harvested.

This opportunity will consider both field- and legal system-based projects. Eligible proposals include both projects to combat poaching and habitat degradation in high value conservation areas, as well as projects that increase national political will and legal capacity to improve compliance with anti-trafficking laws and law enforcement. Example

activities include disruption of illegal trade networks and control of illicit trade routes; support to national judicial systems and law enforcement offices to apply wildlife-related law; augmentation of the national government's capacity to protect high value sites, including protected area management or establishment; and reduction of threats and/or targeted recovery of species that are clearly identified to be threatened.

In the project narrative section, proposals should describe current conditions that will enable proposed activities to be successful, including the status of government resources and political will to support field protection missions and/or wildlife law enforcement, existing intelligence and informant networks, and existing project strategies that support good governance and ensure the legal process is not undermined by corruption.

Geographic eligibility: South America – all countries.

Funding mechanism: One- to two-year grants or cooperative agreements as financial assistance instruments the scope of the activities, the anticipated results, and the length of the project period. The type of assistance instrument to be used is the decision of the Service.

Overall desired results: Reduced illegal and/or unsustainable distribution of species (wildlife, plant, and/or timber resources). Decreased availability and commercial consumption and/or use of illegal wild animals. Increased application of wildlife protection laws by in-country decision-makers and law enforcement agents. Regional and/or transnational cooperation on reducing wildlife trafficking. Effective messaging in the media and development community regarding the link between wildlife declines and illegal trade. Proposals will have a higher likelihood of being selected if they address one or more of the following:

- demonstrate that threatened species are at risk of extirpation due to the trafficking and/or illegal pet trade,
- identify and address the key human behavior(s) to be changed related to the unsustainable or illegal trade;
- define credible measure(s) demonstrating effectiveness of project activities, and
- produce benefits for other species and/or habitats within the project area.
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Additional desired results related to the legal system:

- Sufficient investigative capacity to identify wildlife traffickers and the evidence that can be used to assist their arrest and prosecution.
- Arrests and prosecutions of suspected wildlife traffickers, and appropriate legal penalties for convicted traffickers.
- National and/or international news and media related to wildlife trafficking law enforcement, and a public awareness that wildlife law is being enforced.
- Items confiscated during anti-trafficking efforts do not re-enter wildlife trade and are stored securely.

Additional desired results related to field missions:

- Tactical deployment of field missions to detect and deter illegal activities, including apprehension of poachers and perpetrators of other illegal activities.
- Items confiscated during field activities are appropriately destroyed and/or do not re-enter wildlife trade or poaching activities.
- Reduction in hunting for the illegal trade in wildlife.

Additional desired results related to management or establishment of high value conservation areas:

- Legal declaration of conservation areas (if not formally protected).
- A management plan with clear authority, responsive and flexible enough to be adapted as needed, and implementation of plan by relevant wildlife authorities and other stakeholders.
- Illegal activities curtailed at the conservation area, and public use of the site is consistent with conservation goals.

This program is authorized under the Endangered Species Act of 1973, as amended (16 U.S.C. 1531-43).

II. Award Information

This program uses one- or two-year grants and cooperative agreements as financial assistance instruments. The type of assistance instrument to be used is the decision of USFWS (the Service).

Funds available for this program are limited. The approximate amount for funding available under this program is $500,000 USD. Based on past program experience, it is anticipated that approximately 10 to 12 awards will be made this fiscal year. The amount of funding requested must be fully justified by the scope of the activities, the anticipated results, and the length of the project period. The period of performance for projects awarded may be one or two years, starting on the date the award is signed by the Service. Past and present recipients of awards under this program are eligible, but must submit new proposals to compete for new funding.

Grant Awards

The period of performance for projects awarded under this program is one to two years, starting on the date the award is signed by the Service.

Cooperative Agreements

Under cooperative agreements, substantial involvement by the USFWS should be expected and may include participating and collaborating jointly with the recipient or other personnel in carrying out the scope of work including: training recipient personnel or detailing Federal personnel to work on the project effort; reviewing and approving one stage of work before the next stage can begin; reviewing and approving, prior to recipient action, proposed modifications or sub-awards; assisting in the select project staff or trainees; informing the direction of the work due to interrelationships with other projects; immediately halting an activity if detailed performance specifications are not met; and limiting recipient discretion with respect to scope of work, organizational structure, staffing, mode of operations and other management processes, coupled with close monitoring or operational involvement during performance under the award. All other criteria described under Grants Awards above apply except that the period of performance of a cooperative agreement can be multiyear. To submit a proposal for consideration as a cooperative agreement, provide a justification statement in the project proposal as to the type and duration of assistance requested by the USFWS and a rationale for why involvement of USFWS is needed to fulfill the project objectives.

III. Basic Eligibility Requirements

Eligible Applicants: Applicants under this Initiative can be: multi-national secretariats, state and local government agencies; non-profit, non-governmental organizations; and public and private institutions of higher education. U.S. non-profit, non-governmental organizations must submit documentary evidence of their Section 501(c)(3) non-profit status.

Ineligible Activities: The Division of International Conservation will not fund:

- the purchase of firearms or ammunitions;
- buying intelligence information or paying informants;
- gathering information by persons who conceal their true identity;
- law enforcement operations that, to arrest suspects, prompt them to carry out illegal activities (entrapment);
- any activity that would circumvent sanctions, laws or regulations of either the U.S. or the country of proposed activity;
- projects in countries determined by the U.S Department of State to have repeatedly provided support for acts of international terrorism. These countries are subject to four main categories of
- sanctions which include restrictions on U.S. foreign assistance, miscellaneous financial, and other restrictions. See http://www.state.gov/j/ct/list/c14151.htm for more information;
- projects in countries included in comprehensive sanction programs administered by the U.S. Department of Treasury, Office of Foreign Asset Controls, without proper licenses. See http://www.treasury.gov/resource-center/sanctions/Pages/default.aspx for more information on OFAC and specific comprehensive and non-comprehensive sanction programs.

Additionally, tuition for individuals and field projects carried out in support of masters and doctorate degrees are **not eligible** under this Notice of Funding Availability.

Federal law mandates that all entities applying for Federal financial assistance must have a valid Dun & Bradstreet Data Universal Number System (DUNS) number and have a current registration in the System for Award Management (SAM). See Title 2of the Code of Federal Regulations (CFR), Part 25 for more information.

A. DUNS Registration

Request a DUNS number online at http://fedgov.dnb.com/webform. U.S.-based entities may also request a DUNS number by telephone by calling the Dun & Bradstreet Government Customer Response Center, Monday – Friday, 7 AM to 8 PM CST at the following numbers:

U.S. and U.S Virgin Islands: 1-866-705-5711
Alaska and Puerto Rico: 1-800-234-3867 (Select Option 2, then Option 1)
For Hearing Impaired Customers Only call: 1-877-807-1679 (TTY Line)

Once assigned a DUNS number, entities are responsible for maintaining up-to-date information with Dun & Bradstreet. Additional information in Spanish can be found at http://www.fws.gov/international/pdf/guia-introductoria-para-inscripcion-en-duns-ncage-y-sam.pdf.

B. Entity Registration in SAM

Register in System for Award Management online at http://www.sam.gov/. Once registered in SAM, entities must renew and revalidate their SAM registration at least every 12 months from the date previously registered. Entities are strongly urged to revalidate their registration as often as needed to ensure that their information is up to date and in synch with changes that may have been made to DUNS and IRS information. Foreign entities who wish to be paid directly to a United States bank account must enter and maintain valid and current banking information in SAM. Additional information in Spanish can be found at http://www.fws.gov/international/pdf/guia-introductoria-para-inscripcion-en-duns-ncage-y-sam.pdf.

C. Excluded Entities

Applicant entities identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits will not be considered for Federal funding, as applicable to the funding being requested under this Federal program.

D. Cost Sharing or Matching

Cost sharing is not required. If cost share or match is included, it may be in the form of cash or in-kind contributions, and it must be verifiable. Applicant and partner contributions cannot be included as contributions for any other federally assisted project or program. Funds provided by another U.S. Federal Government agency or another USFWS award cannot be reported as matching contributions but should be noted and explained in detail. Only verifiable contributions should be included as a match. A match shown during one year may not be repeated as a match in a subsequent proposal.

Applicants may attribute some or all of their allowable indirect costs as cost-share/match, however recipients may only charge to the Federal award the indirect costs calculated against the allowable direct costs charged to the Federal award. Recipients may not charge to the Federal award indirect costs calculated against: 1) any portion of the recipient's direct costs; or 2) any portion of the direct costs charged to any other Federal or non-Federal partner.

See Section VI. APPLICATION REVIEW for more information on cost sharing.

IV. Application Requirements

Proposals should be ten pages or less. Pages should be numbered. Application cover page, summary (English and Spanish), figures, tables, maps, curriculum vitae, and required forms do not count toward the ten-page limit.

To be considered for funding under this opportunity, an application must contain:

A. A completed, signed and dated Application for Federal Assistance form (SF-424). Do not include other Federal sources of funding, requested or approved, in the total entered in the "Federal" funding box on the Application for

Federal Assistance form. Enter only the amount being requested under this program in the "Federal" funding box. Include any other Federal sources of funding in the total funding entered in the "Other" box.

B. A completed, signed and dated Assurances - Non-Construction form (SF-424b).

The SF-424 and SF-424b forms are located here: http://apply07.grants.gov/apply/forms/sample/SF424_2_1-V2.1.pdf. Look for the form name - Application for Federal Assistance (SF-424) and Assurances for Non-Construction Programs (SF-424B).

C. Project Summary:

This section should answer the question, "**What is the purpose of this project?**" BRIEFLY summarize your project in one page or less. This section should be a stand-alone summary of your project and it may be shared with the public. Include the title of the project, geographic location, the programmatic focal area of the proposed activities, and a brief overview of the key threats to wildlife and habitats, and anticipated conservation outcomes. **If you submit a proposal in Spanish, you must also include a one-page project summary in English.**

C. Project Narrative

1. Statement of Need:

This section should answer the question, "**Why is this project necessary?**" In three pages of text or less, the statement of need should clearly identify the species or habitats targeted for conservation (including any existing estimates of population size, geographic range, or extent); a description of the direct threats that affect the targeted species at the project site; and the specific threats that the project will address. This section should also explain how your proposal differs from past work, or builds upon it, including how your proposal expands upon the successes, failures, and lessons learned of past efforts.

In addition to the text, applicants are strongly encouraged to provide a table that summarizes past Service support, if any, to the project or applicant. This table does not count toward the three page limit. A table should include columns for: (1) year of grant, (2) Service grant number, (3) amount funded in US$, and (4) bullet points of major activities, outcomes, or products. Former recipients of Service support should note that every proposal is expected to be a stand-alone document. Not all proposal reviewers may be familiar with past grants and a summary of activities and accomplishments helps all reviewers to better understand the proposal in context.

2. Project Goals and Objectives:

This section should answer the question, "**What do you want to achieve and how are you going to do it?**" As an example, the following format is recommended:

GOAL:
- Objective 1.
  - Activity 1.1
  - Activity 1.2
- Objective 2.
  - Activity 2.1
- Objective 3.
  - Activity 3.1
  - Activity 3.2
  - Activity 3.3

A *goal* is the long-term biological outcome that you want to achieve in order to successfully conserve the target species. The strongest goals will be directly related to species status or habitat quality.

Objectives are the specific outcomes that you want to achieve in order to reach your stated goal(s), and should reflect a desired change in capacity, threat, or species status. Your proposal will be strengthened if the objectives align with the desired results identified in the Description of Funding Opportunity section. Your objectives must be **attainable within the project period** and should be specific, capable of being measured,

realistic, and results-orientated. Objectives should form the basis for the project's *Monitoring and Evaluation* section. A recommended reference for identifying and developing appropriate objectives and measures of success is the Conservation Measures Partnership website (Internet link: http://www.conservationmeasures.org/initiatives/standards-for- project-management).

3. Project Activities, Methods and Timetable:

This section should answer the question, "**How are you going to achieve your objectives?**" State the proposed project activities and describe how implementation will enable the project team to achieve the stated objectives.

Activities are the specific actions that you undertake to fulfill your objectives and reach your goal. Provide a detailed description of the method(s) for each activity. The equipment used/requested and personnel conducting the work should be clearly articulated in this section, and **proposed activities should correspond with the Project Budget Table**. For activities that develop capacity, the **intended audience must be identified,** and **quantified,** and a description provided of how the capacity development will be **applied to conservation activities** on the ground. Activities in which no Service funds are being requested should be clearly identified as such, and described concisely.

Project Timetable

This section should answer the question, "**Over what time period will project activities be implemented?**" Provide a timetable indicating when activities or project milestones will be accomplished. Include any tables, spreadsheets or flowcharts within the body of the narrative (DO NOT include separate attachments). The timetable should not propose specific dates, but rather list the activities described in Section 2, for each month over the proposed project performance period.

4. Stakeholder Coordination/Involvement:

This section should answer the question "**Who are you going to be working with?**" Describe how you have coordinated/cooperated with local resource managers, local communities, governments, and other relevant organizations or individuals in planning your project, and how they will be involved in conducting project activities and disseminating project results. You should state the activity for which each group or individual is responsible. If applicable, provide information on the amount of funds (cash or in-kind) to the project that will be contributed by these partners. If multiple groups are working in the same site, or are listed as stakeholders in the proposal, letters of endorsement specifically referring to this proposal, and to the proposed collaboration from each partner organization, will strengthen your proposal, and may be requested by reviewers. If activities to collect data are proposed and the project can demonstrate a strong partnership with the wildlife authority that will use the data to manage the species more effectively, providing this information will strengthen the proposal.

5. Project Monitoring and Evaluation:

Project monitoring should answer the question, "**How will project implementation and impacts be understood?**" Describe how you (or others) will monitor project progress and **measure the project's results and impact**.

For Service grants, project monitoring and evaluation involves two components:

(1) Anticipated outputs that document project implementation. Identify all expected outputs (also known as products) of key project activities. Examples include management plans, brochures, posters, training manuals, number of people trained, workshops held, hours of training provided, and equipment purchased.

(2) Conservation outcomes that are the intended results of the project. Identify all conservation outcomes intended to be achieved by this project. Examples include reduction of wildlife trafficking or unsustainable land use activities, reduced impacts of extractive industries on wildlife and habitat destruction. Outcomes should directly relate to, or even be synonymous with, your Proposal Objectives identified above. To track your progress toward achievement of each objective, identify what you will measure (i.e., indicators), and how will you will measure it (i.e., methods, sample sizes, survey tools).

Note that outputs (or products) should NOT be used as indicators, including USFWS performance reports, materials produced, number of management plans generated, etc. Remember, indicators should reflect a change in capacity, human behavior, threat, or status of the target species or landscape. If the current status of the indicator is known, and the applicant identifies the indicator's desired status or qualitative condition, providing this information will strengthen the proposal. The following format is suggested:

Objective	**Indicator** (i.e., what you will measure to track your progress toward achieving the objective)	**Measure** (i.e., how you will measure the indicator)	**Current Status** (if known)	**Desired Status**

Projects have a higher likelihood of being selected that advance the practice of conservation by being designed and implemented in a way that the effectiveness of activities can be credibly assessed and shared.

The USFWS values projects that report both the success and failures of efforts as a means by which an applicant can improve their performance and provide lessons learned to improve our efforts to conserve wildlife.

6. Description of Organization(s) Undertaking the Project:

Provide a brief description of the applicant organization and all participating entities and/or individuals. Identify which of the proposed activities each agency, organization, group, or individual is responsible for conducting or managing. Provide complete contact information for the individual within the organization that will oversee/manage the project activities on a day-to-day basis. Include a brief (1 page maximum) curricula vitae for key personnel, focusing on the qualifications to meet the project objectives. DO NOT include Social Security numbers, the names of family members, photographs, or any other personal or sensitive information including marital status, religion or physical characteristics.

7. Sustainability: As applicable, describe which project activities will continue beyond the proposed project period, who will continue the work or act on the results achieved, and how and at what level you expect these future activities will be funded. All projects must show long-term sustainability and significant buy-in from host country governments and/or other partners through in-kind contributions and matching funds.

8. Literature Cited.

9. Map of Project Area: This section should answer the question, "**Where is this project located?**" Provide a map showing the location of your project site at the regional or national level. Ensure that the sites that you have referred to in the proposal are labeled on the map.

Provide the latitude and longitude coordinates of a representative geographic location for your project in decimal degrees format (NOT degree-minute-seconds format). For example, the Service in Falls Church, Virginia, USA, would be provided as 38.8825°, -77.1145° (latitude, longitude). Please correctly enter north and east coordinates as positive values, and south and west coordinates as negative values.

10. Governmental Endorsement: Non-governmental applicants must include a RECENT letter of support (no older than one year) from the appropriate local, regional, or national government wildlife or conservation authority. Endorsement letters should make specific reference to the project by its title, as submitted on the applicant's proposal.

D. Budget Form

When developing your budget, keep in mind the following financial assistance awards and subawards are subject to the cost principles in the following Federal regulations, as applicable to the recipient organization type:

- 2 CFR Part 200, Cost Principles

Links to the full text of these Federal cost principles are available on the Internet at http://www.fws.gov/grants/.

Complete the Budget Information for Non-Construction Programs (SF 424A) or Budget Information for Construction Programs (SF 424C) form. Use the SF 424A if your project does not include construction and the SF 424C if the project includes construction or land acquisition. The budget forms are available on the Internet at http://apply07.grants.gov/apply/FormLinks?family=15. When developing your budget, keep in mind that financial assistance awards and subawards are subject to the Federal cost principles in Title 2 of the Code of Federal Regulations Part 200, as applicable to the recipient organization type. Links to the full text of the Federal cost principles are available on the Internet at http://www.ecfr.gov/.

Multiple Federal Funding Sources: If the project budget includes multiple Federal funding sources, you must show the funds being requested from this Federal program *separately* from any other requested/secured Federal sources of funding on the budget form. For example, enter the funds being requested from this Federal program in the first row of the Budget Summary section of the form and then enter funding related to other Federal programs in the subsequent row(s). Be sure to enter each Federal program's CFDA number in the corresponding fields on the form. The CFDA number for this Federal program appears on the first page of this funding opportunity.

Instructions for Budget Table:

Begin your project budget table on a new page. The budget table should include a column for all cost categories/items for the project, one column to show the cost calculation, a column for the total costs, one column for the requested USFWS funding, one or more columns for applicant and partner contributions, and, if applicable, a column for any program income that will be used to conduct project activities, as demonstrated below:

Category/ Budget Item	Cost Calculation	Total Cost	USFWS	Applicant	Partner X	Partner Y	Program Income (if applicable)
Personnel:							
Project Leader	$30,000 annual salary x 80% time for 1 year	**$24,000**	$x,xxx	$x,xxx	$x,xxx	$x,xxx	$x,xxx
Project Assistant	$20,000 annual salary x 50% time for 1 year	**$10,000**	$x,xxx	$x,xxx	$x,xxx	$x,xxx	$x,xxx
Local Services							
Field Assistants	$600/month x 6 months x 2 assistants	**$7,200**	$x,xxx	$x,xxx	$x,xxx	$x,xxx	$x,xxx
Travel							
Round trip from A to B for Project Leader	4 trips x $200/airfare	**$800**	$xxx	$xxx	$xxx	$xxx	$xxx
Lodging and Meals							
Project Leader travel	4 trips x 10 days x $35/day	**$1,400**	$x,xxx	$x,xxx	$x,xxx	$x,xxx	$x,xxx
Workshops							
Transportation assistance	10 people x 2 workshops x $5/participant	**$100**	$xxx	$x,xxx	$x,xxx	$x,xxx	$x,xxx
Materials	Printing 12 manuals at $10/manual	**$120**	$xxx	$x,xxx	$x,xxx	$x,xxx	$x,xxx
Other							
Phone, internet	$100/month for 1 year	**$100**	$xxx	$xxx	$xxx	$xxx	$xxx
Office rent	5% of local office rent	**$1,000**	$x,xxx	$x,xxx	$x,xxx	$x,xxx	$x,xxx
TOTAL		**$44,720**	$x,xxx	$x,xxx	$x,xxx	$x,xxx	

*Present all amounts in U.S. dollars
**We cannot accept the term “contingencies” in the budget as a line item
Go to http://www.fws.gov/international/pdf/sample-budget.pdf to view a sample project budget table.

The budget table should provide enough information for reviewers to be able to understand the cost basis and calculation at a glance. For example, a $3,300 line item for lodging costs should include the formula for how the cost was calculated: *Lodging for 20 nights x 11 people x $15/night = $3,300*. Wherever possible, cost calculations should be included in the Project Budget Table, but where necessary, additional description should be provided in the Budget Justifications. If the budget table requires more than one page, verify that the column headings and row titles appear on all pages. **Carefully verify that all calculations/formulas are correct and submit the budget table as described in this section. Failure to provide correct and accurate budget information, as outlined above, will cause delays, postponement, or rejection of your application.**

Things to consider when developing your Budget Table:

- ***Federally Funded Equipment:*** If the U.S. Federal Government has paid for equipment for another award, applicants cannot claim it to be a matching or in-kind contribution and SHOULD NOT include it in the budget table. Instead, provide a separate list of any equipment paid for by the U.S. Federal Government that will be used for the project, including the name of the Federal agency that paid for the equipment.

- ***Program Income:*** Your project may include activities that will generate program income. Program income earned as a result of activities supported with Federal funding includes, but is not limited to the following: income from fees for services, the use or rental of property, the sale of commodities or fabricated items, license fees and royalties on patents and copyrights, and interest on loans. Program income does not include interest earned on advances of Federal funds. Program, income earned during the project period of an approved award shall be retained by the recipient and used in at least one of the following ways:

  1. added to the funds requested from the USFWS for the project in addition to those committed by the recipient/other partners, and later used to conduct additional activities that will further the project objectives; OR
  2. used to finance the non-Federal share of the project.

  If your project will generate program income, provide: (1) a description of how the income will be generated, (2) an estimate of how much income will be made during the project duration, and (3) a description of how the funds will be used. If the income is to be used to conduct additional activities, you must include a Program Income column in your budget table and include all cost categories/items and associated amounts that the program income will cover.

E. Budget Justification

In a separate narrative titled "**Budget Justification**", explain and justify all requested budget items/costs. Each budget line must demonstrate a clear connection to the project activities, and show how line item amounts were determined. For expensive items or large single purchases, provide detailed technical specifications or a pro-forma invoice. For personnel salary costs, include the base-line salary figures and the estimates of time (as percentages) to be directly charged to the project. Describe any item that under the applicable Federal Cost Principles requires the Service's approval and estimate its cost. If Federally-funded equipment will be used for the project, provide a list of that equipment, including the Federal funding source.

Required Indirect Cost Statement: All applicants except individuals applying for funds separate from a business or non-profit organization he/she may operate must include in the budget justification narrative one of the following statements and attach to their application any required documentation identified in the applicable statement:

"We are:

1. 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. A copy of our most recently approved rate agreement/certification is attached.
2. 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 are required to prepare and retain for audit an indirect cost rate proposal and related documentation to support those costs.

3. A [insert your organization type;] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. A copy of our most recently approved rate agreement is attached.
4. 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]. 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.
5. 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]. However, in the event an award is made, 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 minimus* indirect cost rate of 10% of modified total direct costs as defined in Title 2 of the Code of Federal Regulations Part 200, section 200.68. We understand that the 10% *de minimus* rate will apply for the life of the award, including any future extensions for time, and that the rate cannot be changed even if we do establish an approved rate with our cognizant agency at any point during the award period
6. A [insert your organization type] that will charge all costs directly.

For more information on indirect cost rates, see the Service's **Indirect Costs and Negotiated Indirect Cost Rate Agreements** guidance document on the Internet at http://www.fws.gov/grants/.

Negotiating an Indirect Cost Rate with the Department of the Interior:
For organizations without a NICRA, you must have an open, active Federal award to submit an indirect cost rate proposal to your cognizant agency. The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your cognizant agency, your indirect cost rate will be negotiated by the Interior Business Center (IBC). For more information, contact the IBC at:

Indirect Cost Services
Acquisition Services Directorate, Interior Business Center
U.S. Department of the Interior
2180 Harvard Street, Suite 430
Sacramento, CA 95815
Phone: 916-566-7111
Email: ics@nbc.gov
Internet address: http://www.aqd.nbc.gov/Services/ICS.aspx

Single Audit Reporting Statements (Foreign applicants excluded): As required in Title 2 of the Code of Federal Regulations Part 200, Subpart F, 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 a fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System. All U.S. state, local government, federally-recognized Indian tribal government and non-profit applicants must provide a statement regarding if your organization was/was not required to submit a Single Audit report for the organization's most recently closed fiscal year and, if so, state if that report is available on the Federal Audit Clearinghouse Single Audit Database website (http://harvester.census.gov/sac/) and provide the EIN under which that report was submitted. Include these statements at the end of the Project Narrative in a section titled "**Single Audit Reporting Statements**". Do not include your audit report in the proposal or application.

G. Assurances

All applicants must include the appropriate signed and dated Assurances form available online at http://apply07.grants.gov/apply/FormLinks?family=15. Use the **Assurances for Non-Construction Programs (SF 424B)** if the project does not involve construction. Signing this form does not mean that all items on the form are applicable. The form contains language that states that some of the assurances may not be applicable to your organization and/or your project or program.

H. Certification and Disclosure of Lobbying Activities:

For U.S. applicants, under Title 31 of the United States Code, Section 1352, an applicant or recipient must not use any federally appropriated funds (both annually appropriated and continuing appropriations) or matching funds under a grant or cooperative agreement award to pay any person for lobbying in connection with the award. Lobbying is defined as influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress connection with the award. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying. If you/your organization have/has made or agrees to make any payment using non-appropriated funds for lobbying in connection with this project AND the project budget exceeds $100,000, complete and submit the **SF LLL, Disclosure of Lobbying Activities** form. See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying.

I. Conflict of Interest Disclosures: Applicants must notify the Service in writing of any actual or potential conflicts of interest that are known at the time of application or that may arise during the life of this award, in the event an award is made. Conflicts of interest include any relationship or matter which might place the recipient, the recipient's employees, or the recipient's subrecipients in a position of conflict, real or apparent, between their responsibilities under the award and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the applicant, the applicant's employees, or the applicant's future subrecipients in the matter. Upon receipt of such a notice, the Service Project Officer in consultation with their Ethics Counselor will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the applicant to reduce or resolve the conflict. Failure to resolve conflicts of interest in a manner that satisfies the Service may result in the project not being select for funding.

Application Checklist

- ☐ **SF 424, Application for Federal Assistance**: A complete, signed and dated SF 424
- ☐ **DUNS Number**
- ☐ **System for Award Management (SAM) registration**
- ☐ **Project Summary (1 page)**
- ☐ **Components outlined in C. Project Narrative (maximum 10 pages)**
- ☐ **Budget Table and justification**
- ☐ **Summary *curricula vitae* (1 page maximum) for key personnel**
- ☐ **Map**
- ☐ **Recent Letter of Governmental Endorsement**
- ☐ **A-133 Single Audit Reporting statement**: If a U.S. state, local government, federally-recognized Indian tribal government, or non-profit organization, statements regarding applicability of and compliance with OMB Circular A-133 Single Audit Reporting requirements
- ☐ **SF 424B Assurances form:** signed and dated SF 424B form
- ☐ **Federally-funded equipment list**: If Federally-funded equipment will be used for the project, a list of that equipment
- ☐ **NICRA**: When applicable, a copy of the organization's current Negotiated Indirect Cost Rate Agreement
- ☐ **SF LLL form:** If applicable, completed SF-LLL Disclosure of Lobbying Activities form
- ☐ **Evidence of non-profit status**: If a US non-profit organization, a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service.

☐ **Conflict of Interest statement,** when applicable

V. Submission Instructions

SUBMISSION DEADLINE: May 15, 2015 is the deadline. Proposals can be submitted in English or Spanish. (If you submit a proposal in Spanish, you must also include a one-page project summary in English.) A confirmation e-mail containing an assigned proposal number will be sent to applicants 5-10 business days from the closing date.

Please select ONE of these submission options:

U.S. Applicants: You MUST apply through Grants.gov. If you do not have an account, you must register. Go to: http://www.grants.gov/web/grants/register.html. Registration can take several days or weeks. To apply through Grants.gov, you must be registered SAM.

Download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. Your entire proposal including the DIC cover page MUST be uploaded as a SINGLE pdf file. Attach your file on the Attachment Form.

Foreign Applicants: May submit through the following email addresses: **WWB_LAC@fws.gov.** All documents must be printable on letter paper (8 ½" x 11"). Format all pages to display and print page numbers. Your entire proposal including the DIC cover page MUST be uploaded as a SINGLE pdf file. If you need to submit separate attachments please try to send them all together in a single e-mail message. If your files are too big for a single e-mail, please number your e-mails and attachments and include the name of your organization in the subject line so that we know the order of your submissions.

Foreign applicants choosing to use Grants.gov must follow the instructions for U.S. applicants.

The Division of International Conservation occasionally receives and funds proposals outside of the announced submission deadlines that are of such a critical nature that they warrant immediate consideration (e.g., projects resulting from a natural disaster, disease outbreak, other imminent threats or population crash, among others).

VI. Application Review

The Service may solicit advice from qualified experts to conduct a technical review of your proposed project. The Service may also discuss your proposal with known past and present partners to reduce the potential for waste, fraud and abuse and to encourage coordination and collaboration among projects on the ground.

Criteria: To be considered for funding, proposals must address one or more of this program's priority areas, listed above in the Description of Funding Opportunity. The Division of International Conservation ranks proposals by scoring how well each proposal addresses the program priority areas and the requested elements listed in the Application and Format section above. High priority, well-justified projects that address all of the requested proposal elements will receive higher scores. These scores are not the sole determining factor for final funding decisions. Other review criteria include considering the degree to which a project:

- Demonstrates clear conservation benefit.
- Indicates that the applicant organization has the ability to implement the proposed activities effectively, including evidence provided in the *curricula vitae* of key personnel.
- Aligns its objectives with one or more of the Service's desired results identified in the Description of Funding Opportunity.
- Fits the programmatic goals of the Wildlife Without Borders-South America Program, including addressing biodiversity loss by reducing threats and managing landscapes for wildlife in South America.
- Meets proposal submission requirements and if a previous grantee, has performed satisfactorily, including on-site collaboration and timely completion of reporting requirements to the Service and other donors.

The above considerations are not listed in any order of importance. All listed considerations do not necessarily apply to every proposal. Following review, applicants may be asked to revise the project scope and/or budget before a final funding decision can be made.

Each fiscal year, for every entity receiving one or more awards in that fiscal year, the Service conducts a risk assessment based on eight risk categories. The result of this risk assessment is used to establish a monitoring plan for all awards to the entity in that fiscal year. The Service's risk assessment form is available on the Internet at http://www.fws.gov/forms/3-2462.pdf.

VII. Award Administration

Award Notices: Following review, applicants may be requested to revise the project scope and/or budget before an award is made. Successful applicants will receive written notice in the form of a notice of award document. Notices of award are sent to recipients by e-mail. If e-mail notification is unsuccessful, the documents will be sent by courier mail (e.g., FedEx, DHL or UPS). Award recipients are not required to sign/return the Notice of Award document. Acceptance of an award is defined as starting work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by, the Service. The notice of award document will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests. Applicants whose projects are not selected for funding will receive written notice, most often by e-mail, within 30 days of the final review decision.

US Recipient Payments: Prior to award, the Service program office will contact you/your organization to either enroll in the U.S. Treasury's Automated Standard Application for Payments (ASAP) system or, if eligible, obtain approval from the Department of the Interior to be waived from using ASAP.

US applicants subject to the SAM registration requirement (see Section III B.) who receive a waiver from receiving funds through ASAP must maintain current banking information in SAM. US applicants exempt from the SAM registration requirement who receive a waiver from receiving funds through ASAP will be required to submit their banking information directly to the Service program. However, ***do NOT submit any banking information to the Service until it is requested from you by the Service program!***

Foreign Recipient Payments: Foreign recipients receiving funds to a bank outside of the United States will be paid electronically through U.S. Treasury's International Treasury Services (ITS) system.

Foreign recipients receiving funds electronically to a bank in the United States will be paid by Electronic Funds Transfer (EFT) through the Automated Clearing House network. Foreign recipients who wish to be paid to a bank account in the United States must enter and maintain current banking information in SAM (see Section III).

The Notice of Award document from the Service will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests.

Transmittal of Sensitive Data: Recipients are responsible for ensuring any sensitive data being sent to the Service is protected during its transmission/delivery. The Service strongly recommends that recipients use the most secure transmission/delivery method available. The Service recommends the following digital transmission methods: secure digital faxing; encrypted emails; emailing a password protected zipped/compressed file attachment in one email followed by the password in a second email; or emailing a zipped/compressed file attachment. The Service strongly encourages recipients sending sensitive data in paper copy to use a courier mail service. Recipients may also contact their Service Project Officer and provide any sensitive data over the telephone.

Award Terms and Conditions: Acceptance of a financial assistance award (i.e., grant or cooperative agreement) from the Service carries with it the responsibility to be aware of and comply with the terms and conditions applicable to the 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 approved by the Service and 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. The Federal regulations applicable to Service

awards are Service's, **Financial Assistance Award Terms and Conditions** posted on the internet at http://www.fws.gov/grants/ and **DIC Financial Assistance Award Terms and Conditions** posted on the Internet at http://www.fws.gov/international/pdf/assistance-award-guidelines.pdf. If you do not have access to the Internet and require a full text copy of the award terms and conditions, contact the USFWS point of contact identified in the Agency Contacts section below.

Recipient Reporting Requirements:

Financial and Performance Reports: Interim financial reports and performance reports may be required. Interim reports will be required no more frequently than quarterly, and no less frequently than annually. A final financial report and a final performance report will be required and are due within 90 calendar days of the end date of the award. Performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results.

Significant Developments Reports: Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, recipients are required to notify the Service in writing as soon as the following types of conditions become known:

- 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.
- 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.

The Service will specify in the notice of award document the reporting and reporting frequency applicable to the award.

Conflict of Interest Disclosures: Recipients are responsible for notifying the Service Project Officer in writing of any actual or potential conflicts of interest that may arise during the life of this award. Conflicts of interest include any relationship or matter which might place the recipient, the recipient's employees, or the recipient's subrecipients in a position of conflict, real or apparent, between their responsibilities under this award and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Recipient, the Recipient's employees, or the Recipient's subrecipients in the matter. Upon receipt of such a notice, the Service Project Officer in consultation with their Ethics Counselor will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the Recipient, the Recipient's employee(s), or the Recipient's Subrecipient(s) that could reduce or resolve the conflict. Failure to 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 this award.

Other Mandatory Disclosures: Recipients and their subrecipients must disclose, in a timely manner and in writing, to the Service or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this award. 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 (See 2 CFR 200.113, 2 CFR Part 180, and 31 U.S.C. 3321).

VII. Agency Contacts

Jenny Martínez
Program Officer for South America
U.S. Fish and Wildlife Service
Division of International Conservation
Western Hemisphere Branch
5275 Leesburg Pike, MS: IA

Baileys Crossroads, Virginia 22041-3803
Tel: 703-358-2041 Fax: 703-358-2115
Email: Jenny_Martinez@fws.gov

PAPERWORK REDUCTION ACT STATEMENT:

IX. Paperwork Reduction Act Statement: The Paperwork Reduction Act requires us to tell you why we are collecting this information, how we will use it, and whether or not you have to respond. A response to this Notice of Funding Availability is required to receive funding. A Federal agency may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number. OMB has approved this collection and assigned OMB Control No. 1018-0123, which expires on 09/30/2014. The public reporting burden for this collection of information is estimated to average of 22 hours per application and 40 hours per performance report. These burden estimates include time for reviewing instructions and gathering data, but do not include the time needed to complete government-wide Standard Forms associated with the application and financial reporting. You may send comments regarding the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, 5275 Leesburg Pike, Mailstop BPHC Falls Church, VA 22041-3803.