



**NUWC Division Keyport
Funding Opportunity Announcement Number KYPTFOA-15-0002**

**Science, Technology, Engineering & Mathematics
(STEM), Remote Operated Vehicle (ROV) Program, Kitsap County, WA**

Introduction: This publication constitutes a funding opportunity announcement (FOA) as contemplated in the Department of Defense Grants and Agreements regulations (DoDGARS) 22.315. A formal request for proposal (RFP), solicitation, and/or additional information regarding this announcement will not be issued.

Naval Undersea Warfare Center Division (NUWC) Keyport will not issue paper copies of this announcement. NUWC Keyport reserves the right to select for award only one or none of the proposals in response to this announcement. NUWC Keyport provides no funding for direct reimbursement of proposal development costs. Technical and cost proposals (or any other material) submitted in response to this FOA will not be returned. It is the policy of NUWC Keyport to treat all proposals as sensitive competitive information and to disclose their contents only for the purposes of evaluation.

This FOA is intended for proposals related to providing event support and coordination with local schools for existing Navy education, outreach, and workforce projects to continue to generate interest in Science, Technology, Engineering, and Mathematics (STEM) program for schools in the Kitsap County, Washington area. Proposals that do not meet the criteria specified by this document will not be reviewed.

I. GENERAL INFORMATION

1. **Agency Name:** Naval Undersea Warfare Center (NUWC) Division Keyport
2. **Funding Opportunity Title:** Navy Science, Technology, Engineering & Mathematics (STEM) Remote Operated Vehicle (ROV) Program, Kitsap County, Washington.
3. **Program Name:** Science, Technology, Engineering & Mathematics (STEM)
4. **Announcement Type:** Initial Announcement
5. **Funding Opportunity Number:** KYPTFOA-15-0002
6. **Catalog of Federal Domestic Assistance (CFDA) Numbers:**
CFDA No. 12.330
CFDA Title: Science, Technology, Engineering & Mathematics (STEM)
7. **Response Date:** This announcement will be posted until **6 February 2015**. White Paper submission is required by **26 January 2015** and Full Proposals are due by **6 February 2015**.

8. Funding Opportunity Description:

NUWC Keyport seeks proposals as provided under the authority set forth in subdivision (1) of Title 10 U.S.C. 2192(b) in support of continuation of existing education programs in Science, Technology, Engineering and Mathematics (STEM) with a focus on Remote Operated Vehicles (ROV). The overall objective of this program is to foster education of future scientists and engineers in disciplines critical to the Department of Defense.

The recipient would support efforts between the Navy, DoD, Contractor, and private citizens to accomplish the following Outreach goals:

- Increase STEM interest in schools;
- Create a larger technical pool from which to hire future scientists and engineers.

The purpose of this announcement is to seek proposals in support of existing NUWC Division Keyport and Puget Sound Naval Shipyard (PSNS) hands-on outreach programs with a focus on Remote Operated Vehicles (ROV) for schools in Kitsap County, WA which include but are not limited to the following outreach projects:

High School ROV Challenges (approx. 8 schools): A hands-on application for school curricula, which gets students excited about science. Students design and build an underwater robot from low-cost, easily accessible parts. They design the ROV within design specification, manage their project to schedule, communicate with team members and technical support personnel and resolve technical issues, learn skills such as soldering, wiring, building structures, and do component and system testing, troubleshooting, and repair. After the ROV is complete, they have tests and a real world challenge in the pool.

SeaPerch (approx. 10 schools): A hands-on application for school curricula, which gets students excited about science. Students learn basic skills to build an underwater robot from low-cost, easily accessible parts. They build it by following a booklet that teaches basic engineering and science concepts. They manage their project to schedule, communicate with team members and technical support personnel to learn skills such as soldering, wiring, and building structures. After the ROV is complete, they have a real world challenge in the pool.

Autonomous Underwater Vehicles (approx. 3 schools): Provides challenging STEM application stimulating students by working in “subcontractor teams”. The eventual goal is to field one or more teams to go to the Association for Unmanned Vehicle Systems International (AUVSI) competition.

Elementary ROV (approx. 6 schools and growing): Work with schools to implement science application programs in their schools in support of community efforts to increase STEM.

STEM Festivals, Competition, and demonstrations (approx. 5 events): Work with Olympic College and other schools to implement science application programs in their schools in support of community efforts to increase STEM.

Summer Program (approx. 2 events): Work with Olympic College and other schools to implement science application programs in their schools in support of community efforts to increase STEM.

9. Points of Contact: Any questions regarding this announcement shall be submitted in writing by electronic mail to the following points of contact.

Questions of a technical nature should be submitted to:

Mr. Paul Fukuhara (Code 30)
ROV Program Manager
Naval Undersea Warfare Center Division Keyport
610 Dowell Street
Keyport, WA 98345
paul.fukuhara@navy.mil

Questions of a business nature should be submitted to

Ms. Cindy Harley (Code 022)
Grants Officer
Naval Undersea Warfare Center Division Keyport
610 Dowell Street
Keyport, WA 98345
cindy.harley@navy.mil

Comments or questions should be concise and to the point, eliminating any unnecessary verbiage. In addition, the relevant part and paragraph of the FOA should be referenced. All questions shall be submitted in writing by email.

FOA amendments(if applicable) will be posted to the Grants.gov Webpage -
<http://www.grants.gov/>

II. AWARD INFORMATION

Instrument Type: Award will be in the form of a Cooperative Agreement. NUWC Division Keyport intends to make one award under this FOA which represents the best value to the Government in accordance with the evaluation criteria herein. NUWC Division Keyport is seeking participants that are capable of supporting the goals and desired outcomes as described in this announcement. Offerors are encouraged to be creative in the selection of the technical and management processes and approaches to the STEM programs described above.

The period of performance will be 12 months, with four additional options for one year each which may or may not be exercised.

The anticipated budget for this program is \$40,000 for a 12-month period with four (4) additional 12-month option periods in the amount of \$40,000 each which may or may not be exercised. Additionally, each period of performance will include an optional services line item in the amount of \$20,000, which may or may not be exercised. The total maximum budget ceiling including the base and all options is anticipated not to exceed \$300,000.

The Government is seeking ideas for accomplishing ROV/STEM program services within the limited yearly budget of \$40,000, with optional services identified in the event additional funding (up to \$20,000) should become available.

III. ELIGIBILITY INFORMATION

All responsible sources from educational institutions and non-profit organizations may submit proposals under this FOA. Historically Black Colleges and Universities (HBCUs) and Minority Institutions (MIs) are encouraged to submit proposals and join others in submitting proposals. However, no portion of this FOA will be set-aside for HBCU and MI participation.

Cost Sharing or Matching in accordance with 32 C.F.R. 32.23 is not required but is highly encouraged.

IV. APPLICATION AND SUBMISSION INFORMATION

1. Application and Submission Process: Instructions for submission of white papers and full proposals are as follows:

White Papers

Prospective Offerors are required to submit white papers to minimize the labor and cost associated with the production of detailed full proposals that have very little chance of being selected for funding. Each white paper should include the FOA number for this announcement and should be submitted via email to the technical POC in Section I, paragraph 7 by 2:00PM (PDT) on **26 January 2015**. **Do not submit white papers through Grants.gov.**

Each white paper will be evaluated by the government using the criteria under Section V Evaluation Information to determine whether the technical concept proposed appears to provide the most benefit to the Department of the Navy. A full proposal will be subsequently encouraged from those offerors whose proposed technical concept has been identified as providing the most benefit. However, any such request does not assure a subsequent award. Any offeror, whose white paper is not identified as providing the most benefit, is not eligible to participate in the remaining full proposal submission process and is not eligible for funding.

Full Proposals

The due date for receipt of full proposals is 2:00PM (PT) on **6 February 2015**. The only acceptable method for submission of full proposals is via www.grants.gov. Notice of selections based on full proposal submissions will be issued via e-mail.

2. Content and Format of White Papers and Full Proposals

White Papers and Proposals submitted under this FOA are required to be unclassified.

All proposal submissions will be protected from unauthorized disclosure. Upon receipt, all grant and cooperative agreement proposals shall be safeguarded from unauthorized disclosure throughout the review and selection process. Offerors are expected to appropriately mark each page of their submission that contains proprietary information.

a. White Papers

White Paper Format:

- Paper Size: 8.5 x 11 inch paper
- Margins: 1 inch
- Spacing: Single-Spaced
- Font: Times New Roman, 12 point
- Number of Pages: No more than 3 single-sided pages (excluding cover page). White Papers exceeding the page limit may not be evaluated.
- Copies: Unclassified e-mail submissions should be sent to the attention of the Technical POC at paul.fukuhara@navy.mil. The subject line of the email shall read "KYPTFOA-15-0002 White Paper Submission." The white paper must be Microsoft Word 2007 compatible or PDF format, and attached to the email.

NOTE: Do not send hardcopies or facsimiles of White Papers as only electronic submissions will be accepted and reviewed. Do not send .ZIP files or password protected files.

White Paper Content:

- **Cover page (Not included in page limitation):** The Cover Page shall be labeled "WHITE PAPER" and shall include the FOA number, proposed title, administrative and technical points of contact, telephone numbers, facsimile numbers, and email addresses.
- **Technical Concept:** Provide a clear description of the approach to managing program, events, and activities in sufficient detail to allow an assessment by the technical POC of the offeror's ability to support the existing hands-on outreach projects listed above in the Funding Opportunity Description for schools in Kitsap County, WA. Provide potential Naval or Defense relevance as it relates to NUWC Division Keyport's STEM mission. Provide information on potential to achieve the objectives stated in this announcement and impact toward improving science and engineering education in the Kitsap County area.
- **Cost Estimate:** Cost information is needed, although not at the level of detail as required with the full proposal. White Paper submissions shall include a cost summary showing requested funding per year. The cost summary (not to exceed one page) shall be segregated by task and year (over the period of performance (i.e., 1, 2, 3, 4, or 5 years)).

b. INSTRUCTIONS FOR FULL PROPOSALS FOR GRANTS AND COOPERATIVE AGREEMENTS

The offeror **MUST** use Grants.gov for submission of all full proposals for Grants and Cooperative Agreements at www.grants.gov as delineated in paragraph 4 below.

The proposal shall include the following forms:

- SF 424 (R&R) form as the cover page;
- SF 424 (R&R) Research and Related Budget form;
- SF-424 (R&R) Research and Related Other Project Information form (Volume 1 – Technical will be an attachment to this form)
- Research & Related Senior/Key Person Profile (Resumes will be included as attachments)
- SF-LLL form if the proposer has lobbying that is required to be disclosed under 31 U.S.C. 1352, as implemented by the DoD at 32 CFR part 28; and
- SF-424 (R&R) Research and Related Project/Performance Site Location(s) form.

FULL PROPOSAL FORMAT – VOLUME 1 – TECHNICAL AND VOLUME 2 – COST PROPOSALS

- Paper Size: 8.5 x 11 inch paper
- Margins: 1 inch
- Spacing: Single-Spaced
- Font: Times New Roman, 12 point
- Number of Pages: Volume 1 is limited to no more than 10 single-sided pages. Limitations within sections of the proposal, if any, are indicated in the individual descriptions shown below. The cover page, table of contents, reports, pending proposal submissions and qualifications are excluded from the page limitations. Full proposals exceeding the page limit may not be evaluated. There are no page limitations for Volume 2 – Cost Proposal.
- Copies: The full proposal shall be submitted electronically at <http://www.grants.gov/> as delineated in paragraph 4 below.

Volume 1 – Technical Proposal

- **Cover Page (not included in page limitation):** The cover page shall be labeled “Technical Proposal” and shall include the following:
 - FOA Number KYPTFOA-15-0002;
 - Title of Proposal;
 - Identity of Prime Offeror and complete list of subcontractors/subrecipients, if applicable;
 - Technical contact (name, address, phone/fax, e-mail address)
 - Administrative/Business contact (name, address, phone/fax, e-mail address) and;
 - Proposed period of performance (identify both the base period and any options, if included).
- **Table of Contents (not included in page limitation):** An alphabetical/numerical listing of the sections within the proposal including corresponding page numbers.

- **Statement of Work:** A Statement of Work (SOW) should clearly detail the scope and objectives of the effort to be performed under the cooperative agreement if the proposal is selected for funding. It is anticipated that the proposed SOW will be incorporated as an attachment to any resultant award. To this end, this project narrative must include a severable self-standing SOW, without any proprietary restrictions, which can be attached to a cooperative agreement award.
- **Technical Approach and Justification (5 page limit):** The proposal should consist of a clear description of the technical approach being proposed. This discussion should provide the technical foundation/justification for pursuing this particular approach and why one could expect it to enable the objectives of the proposal to be met. Provide a description of the program including any events, or other activities being proposed. The description should include the following:
 - a. A narrative describing the technical build, troubleshooting, and repair processes that will be used to support the proposed program.
 - b. A narrative describing the logistics associated with the proposed program.
 - c. A description of the potential Naval or Defense relevance and contributions as they relate to the NUWC Division Keyport's specific education and science and engineering (STEM) workforce.
- **Project Schedule and Milestones (Two (2) page limit):** Provide a summary of the schedule of events and milestones for project implementation.
- **Reports (Not included in page limitation):** Provide a detailed list of reports, inclusive of the timeframe in which they will be delivered. The following are sample data deliverables typically required:
 - Programmatic and Financial Monthly Progress Reports
- **Management Approach (3 page limit):**
 - a. Describe the overall approach to the management of this effort. Identify the personnel and subcontractors/subrecipients (if any) that will be involved. Provide past, present or proposed collaborative educational activities with other institutions, such as colleges/universities.
 - b. Designate one individual as the Principal Investigator for the award, for the purpose of technical responsibility and to serve as the primary point-of-contact with the Government Technical Point of Contact listed in Section I, paragraph 7. Briefly summarize the qualifications of the Principal Investigator, and other key personnel (if applicable), to conduct the proposed effort. Provide resumes for the Principal Investigator and other key personnel (if applicable) as attachments using the Research & Related Senior/Key Person Profile. Form and resumes are not included in the page count.

c. Describe efforts to solicit program support from other entities and how the funds collected will be managed.

- **Pending Proposal Submissions (not included in page limitation):** Offerors are required to provide any related or complementary pending proposal submissions, including subsequent funding; to other sources (e.g. ONR, Federal, State, local or foreign government agencies, public or private foundations, industrial or other commercial organizations. The following must be provided:
 - 1) Title of Proposal and Brief Summary;
 - 2) Source and amount of funding;
 - 3) Duration of Effort
 - 4) The proposed project and all other projects or activities requiring a portion of time of the Principal Investigator.
 - 3) Agency proposal was submitted to.

Volume 2 – Budget/Cost Proposal

- **Budget/Cost Proposal:** Provide a detailed cost breakdown by period of performance. Options and Optional Services Line Items within each year must be separately identified and priced by task/subtask. The applicant's requested funding should be under the yearly ceiling (base and optional line item). The Budget/Cost proposal should include the following:
 - Direct Labor – Individual Labor categories or persons, with associated labor hours and unburdened direct labor rates. Provide escalation rates for out years.
 - Administrative and Clerical Labor – Salaries of administrative and clerical staff are normally indirect costs (and included in an indirect cost rate). Budgets proposing direct charging of administrative or clerical salaries must be supported with a budget justification which adequately describes the administrative and/or clerical work to be performed.
 - Fringe Benefits and Indirect Costs (i.e. F&A, Overhead, G&A, etc.) – the proposal should show the rates and calculation of the costs for each rate category. If the rates have been approved/negotiated by a Government agency, provide a copy of the memorandum/agreement. If the rates have not been approved/negotiated, provide sufficient detail to enable a determination of allowability, allocability, and reasonableness of the allocation bases, and how the rates are calculated. Additional information may be requested, if needed. If composite rates are used, provide the calculations used in deriving the composite rates.
 - Travel – The proposed travel cost should include the following for each trip; the purpose of the trip, origin and destination if known, approximate duration, number of travelers, and estimated cost per trip must be justified based on the organization's historical cost per trip or costs claimed must conform to the applicable Federal cost principles.
 - Subawards – Provide a description of the work to be performed by the subrecipients. For each subaward, a detailed cost proposal is required to be

submitted by the subrecipient(s). The proposed subawardee's or subrecipient's cost proposal can be provided in a sealed envelope with the recipient's cost proposal or via e-mail directly the Program Officer at the same time the prime proposal is submitted. The e-mail should identify the proposal title, the prime Offeror and that the attached proposal is for either a subcontract or a sub-agreement. A proposal and supporting documentation must be received and reviewed before the Government can complete its cost analysis of the proposal.

- Consultants – Provide a breakdown of the consultant's hours, the hourly rate proposed, any other proposed consultant costs, a copy of the signed Consulting Agreement or other documentation supporting the proposed consultant rate/cost, and a copy of the consultant's proposed statement of work if it is not already separately identified in the prime contractor's proposal.
- Materials & Supplies – Provide an itemized list of all proposed materials and supplies including quantities, unit prices, proposed vendors (if known), and the basis for the estimate (e.g., quotes, prior purchases, catalog price lists).
- Other Direct Costs – provide an itemized list of all other proposed other direct costs such as: equipment rental/user fees, report and publication costs, and the basis for the estimate (e.g. quotes, prior purchases, catalog price lists).
NOTE: If the proposal includes a conference, workshop, training, or symposium, the proposal should include the following statement: “The funds provided by NUWC Division Keyport will not be used for food or beverages.”
- Fee/Profit – Fee/profit is not allowable.

NOTE: Submit Budget/Cost information on the Research and Related Budget Form. If attachments are required to provide backup documentation, use Attachment Form. Files must be Microsoft Word 2007 compatible, or Excel compatible, or in PDF format.

3. Significant Dates and Times: The applicable dates for this announcement are given in Section I.7., above

4. Submission of Grant Proposals through Grants.gov: The offeror must use the Grants.gov forms from the application package template associated with this FOA on the Grants.gov website.

White papers shall not be submitted through the Grants.gov website. They shall be emailed directly to the Technical Point of Contact. White Paper format requirements are under Section IV, paragraph 2.a. above.

By Completing Block 17 of the SF 424 (R&R), the Grant Applicant provides the certification on lobbying required by 32 CFR Part 28. Refer to Section VI, “Award Administration Information” entitled “Certifications” for further information.

In order to submit full proposals via electronic submission, Applicants must take the following one-time actions:

- Obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number;
- Register with the System for Award Management

- Register with Grants.gov at <http://www.grants.gov>, specifically <http://www.grants.gov/GetStarted>.

Use the Grants.gov Organization Registration Checklist at <http://www.grants.gov/web/grants/applicants/organization-registration.html> which will provide guidance through the process, and includes links for the SAM and DUNS websites. Applicants not already registered with SAM and Grants.gov should allow at least 14 days to complete these requirements. The process should be started as soon as possible. Any questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov at 1-800-518-4726 or support@grants.gov.

V. EVALUATION INFORMATION

1. Evaluation Criteria:

Award decisions will be based on a competitive selection of proposals based on a scientific, technical, management and cost review. **The following criteria will be used to evaluate both white papers and proposals.** The criteria are listed in order of importance.

Criterion 1. The Offeror's capabilities and related experience, and ability to provide effective on-site organization, tracking, ordering, and maintenance of inventory for issue to multiple classroom, pool challenges, and other events in Kitsap County in support of program goals.

Criterion 2. The Offeror's capabilities, related experience, and ability and effectiveness in building, maintaining, and repairing equipment local to Kitsap County Schools. Particular experience in electrical circuitry is important.

Criterion 3: Sound technical and managerial approach to the proposed work including the qualifications, capabilities, and experience of the proposed Principal Investigator (PI) and key personnel who are critical in achieving the proposal objectives and providing on-site support.

Criterion 4. The proposal will be evaluated with regard to the potential Naval or Defense relevance and contributions of the effort to NUWC Division Keyport's specific education and science and engineering workforce.

Criterion 5. Cost effectiveness and the degree to which proposed costs align with proposed efforts.

VI. AWARD ADMINISTRATION INFORMATION

1. System for Award Management (SAM) –

All Offerors submitting proposals or applications must:

- 1) be registered in the SAM prior to submission;

2) maintain an active SAM registration with current information at all times during which it has an active Federal award or an application under consideration by any agency; and

3) provide its DUNS number in each application or proposal it submits to the agency.

The System for Award Management (SAM) is a FREE WEBSITE that consolidates the capabilities you used to find in CCR/FedReg, ORCA, and EPLS. Future phases of SAM will add the capabilities of other systems used in Federal procurement and awards processes.

SAM may be accessed at <https://www.sam.gov/portal/public/SAM/>.

NOTE TO FORMER CCR REGISTRANTS: If you had an active record in CCR, you have an active record in SAM. You do not need to do anything in SAM at this time, unless a change in your business circumstances requires a change in SAM in order for you to be paid or to receive an award. SAM will send notifications to the registered user via email 60, 30, and 15 days prior to expiration of the record. You can search for registered entities in SAM by typing the DUNS number or business name into the search box.

2. Access to your Grant/Cooperative Agreement Award

All NUWC Division Keyport award/modification documents will be available via the Department of Defense (DoD) [Electronic Document Access System](#) (EDA).

EDA is a web-based system that provides secure online access, storage, and retrieval of awards and modifications to DoD employees and vendors.

If you do not currently have access to EDA, complete a self-registration request as a “Vendor” via <http://eda.ogden.disa.mil> following the steps below:

Click "New User Registration" (from the left Menu)

Click "Begin VENDOR User Registration Process"

Click "EDA Registration Form" under Username/Password (enter the appropriate data)

Complete & Submit Registration form

Allow five (5) business days for your registration to be processed. EDA will notify you by email when your account is approved. Multiple users from your organization can register for EDA

Registration questions may be directed to the EDA help desk toll free at 1-866-618-5988, Commercial at 801-605-7095, or via email at cscassig@csd.disa.mil (Subject: EDA Assistance).

VII. OTHER INFORMATION

1. Federal Funding Accountability and Transparency Act of 2006

The Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282), as amended by Section 6202 of Public Law 110-252, requires that all agencies establish requirements for recipients reporting information on subawards and executive total compensation as codified in 2 CFR 33.110. Any company, non-profit agency or university that applies for financial assistance (either grants, cooperative agreements or other transaction agreements) as either a prime or sub-

recipient under this BAA must provide information in its proposal that describes the necessary processes and systems in place to comply with the reporting requirements identified in 2 CFR 33.220. An entity is **exempt** from this requirement **UNLESS** in the preceding fiscal year it received: a) 80 percent or more of its annual gross revenue in Federal contracts (and subcontracts), loans, grants (and subgrants), and cooperative agreements; b) \$25 million or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants), and cooperative agreements; and c) the public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986.

2. Military Recruiting On Campus–

Military Recruiting on Campus (DoDGARS Part 22.520) applies to domestic U. S. colleges and universities. Appropriate language from 32 CFR 22.520 Campus access for military recruiting and Reserve Officer Training Corps (ROTC) will be incorporated in all university grant/cooperative agreement awards.

3. Representations and Certifications: Offerors must represent/certify the following by completion of Block 17 of the SF424, and providing with the proposal by attaching through Block 18 of the SF424.

(a) **Lobbying:** Grant and Cooperative Agreement awards greater than \$100,000 require a certification of compliance with a national policy mandate concerning lobbying. Grant and Cooperative Agreement applicants shall provide this certification by electronic submission of SF424 (R&R) as a part of the electronic proposal submitted via Grants.gov (complete Block 17 of the SF424). The following certification applies to each applicant seeking federal assistance funds exceeding \$100,000.

CERTIFICATION REGARDING LOBBYING ACTIVITIES

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for 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 in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction Imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(b) Representation Regarding an Unpaid Delinquent Tax Liability or a Felony Conviction Under any Federal Law - DOD Appropriations –

All grant applicants are required to complete the "Representation on Tax Delinquency and Felony Conviction by checking the "I agree" box in block 17 and attaching the representation to block 18. of the SF424 (R&R) as part of the electronic proposal submitted via Grants.gov. The representation reads as follows:

(1) The applicant represents that it is ___ is not___ a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in timely manner pursuant to an agreement with the authority responsible for collecting the tax liability

(2) The applicant represents that it is___ is not __a corporation that was convicted of a felony criminal violation under any Federal law within the preceding 24 months.

NOTE: If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the agency suspension and debarment official (SDO) has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore should provide information about its tax liability or conviction to the agency's SDO as soon as it can do so, to facilitate completion of the required consideration before award decisions are made.

(c) Drug Free Workplace: The recipient agrees to comply with the requirements regarding drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 32 CFR part 26, which implements sec. 5151-5160 of the Drug Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 701, et seq.).