

U.S. Fish and Wildlife Service

FWS - Wildlife and Sport Fish Restoration

Office of Native Hawaiian Relations: Native Hawaiian Community International Traditional
Knowledge Project
Fiscal Year: 2021
F21AS00427

Due Date for Applications: 06/16/2021

PAPERWORK REDUCTION ACT STATEMENT:

OMB Control Number: 1018-0100, Expiration Date: 7/31/2021

We are collecting this information in accordance with the authorizing legislation identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual time for these activities will vary depending on program-specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.

Table of Contents

A. Program Description	2
A1. Authority	2
A2. Background, Purpose and Program Requirements	2
B. Federal Award Information	3
B1. Total Funding	3
B2. Expected Award Amount	3
B3. Expected Award Funding and Anticipated Dates	3
B4. Number of Awards	4
B5. Type of Award	4
C. Eligibility Information	4
C1. Eligible Applicants	4
C2. Cost Sharing or Matching	4
C3. Other	5
D. Application and Submission Information	5
D1. Address to Request Application Package	5
D2. Content and Form of Application Submission	5
D3. Unique Entity Identifier and System for Award Management (SAM)	9
D4. Submission Dates and Times	9
D5. Intergovernmental Review	10
D6. Funding Restrictions	10
D7. Other Submission Requirements	12
E. Application Review Information	13
E1. Criteria	13
E2. Review and Selection Process	16
E3. CFR – Regulatory Information	16
E4. Anticipated Announcement and Federal Award Dates	16
F. Federal Award Administration Information	17
F1. Federal Award Notices	17
F2. Administrative and National Policy Requirements	17
F3. Reporting	17
G. Federal Awarding Agency Contact(s)	19
G1. Program Technical Contact	19
G2. Program Administration	19

G3. Application System Technical Support.....	20
H. Other Information	20

A. Program Description

A1. Authority

Fish and Wildlife Coordination Act—Cooperation of agencies, 16 U.S.C. §661

15.664

A2. Background, Purpose and Program Requirements

The Native Hawaiian Community (NHC) International Traditional Knowledge Project (Project) is a new pilot project to support the sharing among the NHC and other indigenous communities in the Pacific of traditional knowledge, indigenous ingenuity, and contemporary approaches to stewardship, resilience, and adaptation of their respective lands, waters, and natural and cultural resources and practices in the face of climate change and the expanding threat of invasive species. A particular focus of this Project is the management and control of invasive wildlife species that members of the NHC see as a subsistence food source but are also a threat to native species and their habitat. The protection of native species (e.g. endemic and indigenous) and their habitat with the goal of controlling losses of native species from invasive species and diseases also falls within this focus. Initiatives supported by this Project may concentrate efforts on terrestrial and/or aquatic (e.g., marine or freshwater) habitat impacted by invasive species in the Pacific Region; and will be between the NHC and Pacific indigenous communities outside of the United States and U.S. Territories.

This Project grant addresses the following Department of the Interior priorities:

1. Strengthening the Department’s relationship with the NHC by fostering a collaborative approach to species and habitat management and control.
 - a. The Project will honor the expertise of the NHC with respect to management of invasive wildlife species and protection and restoration of native species and their habitat and help to build that expertise by supporting the sharing of traditional knowledge, skills, and practices and exchange of contemporary approaches with another indigenous community in the Pacific.
 - b. The Project will provide resources for the preservation and perpetuation of traditional knowledge with the goal of continued self-governance and self-determination by the Community.
2. Developing species and habitat-focused approaches to conserve at least 30% each of U.S. lands and waters by the year 2030.

- a. The Project will provide recommendations to the Department on how to involve indigenous communities, and specifically the NHC, and their traditional knowledge and best practices to control and manage both species and habitats, and adapt to changes in the environment.
3. Centering equity and environmental justice in protecting native species and habitats.
 - a. The Project grant seeks to increase capacity in the NHC to engage in efforts to protect the air, lands, and waters that are home to native species of Hawai‘i from adverse effects caused by development, pollution, and climate change.

The Office of Native Hawaiian Relations will host a virtual information session on Microsoft Teams for all organizations interested in applying for funding under this announcement. The information session is scheduled for Wednesday, June 2, 2021, at 9:00 a.m. Hawai‘i Standard Time.

If you are interested in participating in this virtual information session, please send an email with “RSVP – Native Hawaiian Community Int’l Traditional Knowledge Project” in the subject line to kaiini.kaloi@ios.doi.gov. The Office will distribute the link to the Microsoft Teams session to all those who RSVP by close of business on May 31, 2021. Please also include any specific questions you have about the grant to afford the Office time to prepare a response.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$ 200,000

B2. Expected Award Amount

Maximum Award

\$ 100,000

Minimum Award

\$ 100,000

B3. Expected Award Funding and Anticipated Dates

Expected Award Funding

Expected Award Date

July 15, 2021

B4. Number of Awards

Expected Number of Awards

2

B5. Type of Award

Funding Instrument Type

G - Grant

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

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

Additional Information on Eligibility

- Native Hawaiian Organizations (NHO) as defined in the National Historic Preservation Act and Native American Graves Protection and Repatriation Act. An active registration on the U.S. Department of the Interior Office of Native Hawaiian Relations NHO List may be noted in the grant application as evidence that the NHO meets the definition in either of these two statutes. To register your NHO, go to www.doi.gov/hawaiian/nholist.
- Homestead Associations and HHCA Beneficiary Associations (collectively HBA) as defined in 43 CFR parts 47 & 48. An active registration on the U.S. Department of the Interior Office of Native Hawaiian Relations HBA List may be noted in the grant application as evidence that the HBA meets either of the definitions listed in 43 CFR parts 47 & 48. To register your HBA, go to www.doi.gov/hawaiian/homestead-beneficiary-associations.
- The applying grantee must be able to demonstrate their knowledge or experience in successfully developing and executing the three phased program outlined in the Required Tasks section.
- The applying grantee must have a Letter of Interest/Support from the foreign indigenous community leader(s) with whom the grantee will engage in the traditional knowledge sharing.
- The applying grantee must have a current DUNS number for their NHO or HBA.
- All NHO/HBA participants supported by this grant must be an NHO or HBA member and be a U.S. Citizen.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

No

Percentage of Cost Sharing / Matching Requirement

C3. Other

Foreign Entities or Projects:

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

D. Application and Submission Information

D1. Address to Request Application Package

For more information please contact Kaiini Kaloi, ESQ Director kaiini.kaloi@ios.doi.gov.

Program Website Link

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, and signed and dated. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

Project Narrative

Project Summary

The project summary shall be no more than two pages in length, Times New Roman size 12 font.

Project Narrative

Applications are rated using the criteria in the Application Review Information section later in this document. Be sure Project Narrative or other application materials include information that allows for an accurate assessment using those criteria (you may include a self-rating as part of Project Narrative but be sure that anything referenced therein is described elsewhere in your Project or Budget narratives). Project Narratives may be NO MORE THAN 25 pages, in Times New Roman size 12 font or similar type

Project Narrative requirements include:

- Project Title;

- Description of entity(ies) undertaking the project;
- Statement of need;
- Goals and objectives;
- Activities;
- Methods;
- Timetable that breaks out each work activity on a quarterly (or monthly) basis so that it is clear when activities/sub-activities will be completed throughout the life of the grant. This timetable breakdown will also aid in identifying any potential overlap with existing grants of a similar nature;
- If applicable, information to support environmental compliance review requirements. Note: For projects on the high seas, the narrative should provide enough detail so that reviewers are able to determine project compliance with Section 7 of the Endangered Species Act. For projects outside the U.S. on any property on the UNESCO World Heritage List or the in-country equivalent of the U.S. National Register of Historic Places, the narrative should provide enough detail so that reviewers are able to determine project compliance with Section 106 of the National Historic Preservation Act;
- Description of stakeholder coordination or involvement;
- Required project monitoring and evaluation plan, including description of assessment tools to be used;
- Information on key project personnel;
- Anticipated future funding needs;
- Details and supporting documentation on the project location; and
- Other program- or project-specific narrative requirements.

SF-424, Budget Information for Non-Construction Programs

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, “Budget Information for Non-Construction Programs” form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section of the appropriate SF-424 budget form, use the first row for funding requested from this Federal program. Use subsequent row(s) for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program’s CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this program appears on the first page of this announcement.

Budget Narrative

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

source. Identify any cash or in-kind contributions that a partner or other entity will contribute to the project and describe how the contributions directly and substantively benefit completion of the project. For in-kind contributions, include the source, the amount, and the valuation methodology used to determine the total value. See 2 CFR 200.306 “Cost sharing or matching” for more information.

Conflict of Interest Disclosure

Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.112,

applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

(a) Applicability.

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

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

(b) Notification.

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

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

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

(d) Review procedures. The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

(e) Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

Single Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant’s fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse’s Internet Data Entry System. U.S. state, local government, federally recognized

Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the Federal Audit Clearinghouse website.

Certification Regarding Lobbying

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

Disclosure of Lobbying Activities

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

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. When overlap exists, your statement must end with "We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this Funding Opportunity in writing."

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

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

Obtain a DUNS Number

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

Register with the System for Award Management (SAM)

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

Foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications

06/16/2021

Application Due Date Explanation

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

D5. Intergovernmental Review

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

D6. Funding Restrictions

Awards may allow reimbursement of appropriate pre-award costs as requested in application.

Indirect Costs: Individuals

Individuals applying for and receiving funds separate from a business or non-profit organization he/she may operate are not eligible to charge indirect costs to their award. If you are an individual applying for funding, you must not include any indirect costs in your proposed budget. Individuals are not required to submit any of the following statements regarding indirect costs.

Indirect Costs: Organizations

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

Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients must have prior written approval from the Service to use amounts budgeted for direct costs to satisfy cost-share or match requirements or to cover unallowable indirect costs. Recipients shall not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Required Indirect Cost Statement to be submitted with Application

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

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost

rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.

- A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.” *or* “Attached is a copy of our current negotiated indirect cost rate agreement.”]
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in §2 CFR 200.68]. We understand that we must notify the Service in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in 2 CFR §200.68. We understand that we must notify the Service in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.
- A [insert your organization type] that is submitting this proposal for consideration under the [insert either “Cooperative Fish and Wildlife Research Unit Program” or “Cooperative Ecosystem Studies Unit Network”], which has a Department of the Interior-approved indirect cost rate cap of [insert program rate]. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate

agreement per 2 CFR §1402.414. If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from the Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

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

D7. Other Submission Requirements

Applications must be submitted electronically using the GrantSolutions system.

To submit an application through GrantSolutions.gov

1. Register with GrantSolutions.gov and complete all steps of the registration process before applying through GrantSolutions.gov.
 - a. With a DUNS number and CCR/sam.gov registration, register as an Applicant at <https://www.grantsolutions.gov/gsrstatic/registration/initiate-request>
 - b. Without a DUNS number or CCR/sam.gov registration, register as an Applicant through <https://www.grantsolutions.gov/gs/registration.gs?execution=e3s2>Note: A DUNS number and CCR/sam.gov registration are required of all grant recipients.

2. Login

- Navigate to GrantSolutions by going to www.grantsolutions.gov
- Select the LOGIN button
- Log in with your applicant/recipient account and search this announcement through the "funding opportunity" tab on the website. Utilize GrantSolutions help and user-guides, as needed.

3. Utilize GrantSolutions help and user-guides, as needed.

- [GrantSolutions website - recipient training video series](#)
- [Service recipient GrantSolutions user accounts and training website.](#)

4. Help Desk Information

If you need additional help, the GrantSolutions help desk is available for assistance on all GrantSolutions products and services. Hours of Operation: Monday through Friday 7 a.m. – 8 p.m. ET (closed on Federal holidays).

Phone: 1.866.577.0771 or 202.401.5282

Email: help@grantsolutions.gov

5. Proof of Timely Submission

GrantSolutions automatically generates an electronic date and time stamp in the system upon application receipt.

E. Application Review Information

E1. Criteria

Criteria

Maximum Points: 0

Applications will be evaluated and scored based on the criteria below. Knowledge and experience will be scored higher than knowledge alone. If the review committee determines that more than one round of review is necessary to distinguish between the top scoring applicants, it may conduct interviews or request additional information.

1.

Maximum Points: 13

The proposed work supports indigenous stewardship, resilience, and adaptation of lands, waters, and natural and cultural resources and practices in the face of climate change to protect native species and restore their habitats, as well as to manage and control invasive species.

2.

Maximum Points: 13

The proposed work supports the management and control of invasive wildlife species that indigenous community members see as a subsistence food source but are also a threat to native species and their habitat.

3.

Maximum Points: 13

The proposed work supports the sharing among the NHC and other indigenous communities in the Pacific of traditional knowledge, indigenous ingenuity, and contemporary approaches to the work described in criteria 1 and 2 above.

4.

Maximum Points: 16

The proposed work is designed and budgeted in a manner that is likely to achieve the desired outcome.

5.

Maximum Points: 10

The proposed work will be done by a team of people who are well qualified and have the resources to effectively complete the work with additional consideration to a team of people who have demonstrable experience in engaging in the sharing of traditional knowledge, indigenous ingenuity, and contemporary approaches to stewardship, resilience, and adaptation of their respective lands, waters, and natural and cultural resources with an indigenous community outside of the United States.

6.

Maximum Points: 10

The proposed work will be done by a team who have a demonstrable knowledge and practice of traditional Native Hawaiian activities, including the teaching of those activities.

7.

Maximum Points: 10

Can demonstrate a commitment by the host country's indigenous community leadership to supporting the sharing of traditional knowledge, indigenous ingenuity, and contemporary

approaches to stewardship, resilience, and adaptation of their respective lands, waters, and natural and cultural resources and applicant's proposal.

8.

Maximum Points: 15

Can demonstrate their knowledge, prior experience, or provide relevant examples of successfully developing and executing each of the three phases listed in the "Required Tasks of the Grantee" provided below.

Required Tasks of Grantee: Design and implement a 12-18 month, three phased program with particular attention to the report out requirements.

Maximum Points: 0

Phase 1 – Preparation and Planning

- Coordinate and make arrangements with the host country indigenous leaders that meet the basic requirements of the program listed in Phases 1 and 2.
- Develop Work Plan with content that focuses on three areas:
 - Understanding key issues (e.g., climate change, food & water security, biosecurity, invasive species, cultural sites, and traditional practices or lifeways) that are impacting the host Pacific Island nation, with special attention to those issues facing the indigenous people and leaders involved in the Project;
 - Describing the methods or practices to be shared that address the identified key issues. Along with the traditional means of teaching such methods or practices. The means can include, but are not limited to: traditional Native Hawaiian agriculture, fishing, hunting, construction, resource gathering, resource management, cultural protocol, song, chant, dance or other performance, storytelling, artisanship, sport, and/or food preparation; and
 - Transmission of knowledge to successive generations (i.e., youth) and the cultural processes for their assumption of responsibility, leadership and stewardship of natural and cultural resources to ensure sustainability and resiliency of their indigenous community and lifeways;
- Remote learning - phase 1 program must provide an option for participant remote learning.
- Report Due for Phase 1:
 - Provide lesson plan and goals to the grant officer 30 days prior to the first class.
 - Provide final travel plans to the grant officer at least 60 days prior to the start of phase 2.

Phase 2 – Immersion

- Provide travel & accommodations to participants to and from the host country.
- Program content focuses on:
 - Providing access to the physical environment, cultural sites, sacred landscapes, sensitive resources, and other places as identified in the Phase 1 Work Plan; Engage in appropriate cultural protocol for entering such

spaces to acknowledge the place, host culture, as well as the intentions of the grant and Phase 1 Work Plan;

- Engage in physical activity as related to land stewardship, food & water security, preservation of cultural sites, and other actions as defined in the Phase 1 Work Plan;
 - As appropriate, share Native Hawaiian knowledge related to the subject issue or activity as identified in the Phase 1 Work Plan; and
 - Cultivate and develop professional and cultural relationships with emergent indigenous leaders and/or cultural practitioners from the host country.
- Reports Due for Phase 2 – Two progress reports discussing status of the traditional knowledge sharing. Video may be included with the report.

Phase 3 – Report Out

- At the end of Phase 2, the participants will produce the following:
 - Final Report – That, at a minimum, shall include:
 - An overview of the successes and challenges of the grantee's implementation of the Phase 1 Work Plan.
 - Recommendations for how the knowledge shared during the program can be used to address the issues faced by the host country's indigenous community and the NHC.
 - Recommendations for whether the Project should be developed into an on-going program and if so, how such a program could be improved.
 - Traditional Knowledge Sharing Video – Develop a video detailing the three phases of the Project that includes relevant narration, interviews, and images of cultural sites, practices, protocol (as appropriate), and other content to convey the value and accomplishments of the knowledge sharing; and
 - Seminar / Conference – The grantee shall host an in-person or virtual seminar or conference with involved and interested parties to share lessons learned and to make policy recommendations based upon those lessons learned.
 - Conference shall provide an opportunity for the host and grantee leaders to share:
 - Lessons learned from the sharing of knowledge; and
 - How lessons learned can be turned into actions for their respective communities.
 - Conference participant invitees will at a minimum include:
 - Native Hawaiian Community leaders and cultural practitioners;
 - Host country indigenous leaders and cultural practitioners; and

- U.S. Government and host country government officials.

E2. Review and Selection Process

Prior to award, the program will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances, the program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Bureau may choose not to fund the selected project.

The program may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the Bureau is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

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

Project review and selection is completed by a grant review panel composed of U.S. Federal Officials. The Office reserves the right to expand the review panel as required. If, due to limited funding or for other reasons, the program may negotiate a selected project's scope of work and budget prior to the award. If this occurs, the applicant will have to submit a revised SF-424 form and narrative prior to the award. The program will make awards based on final, approved applications that parallel their awards in scope and funding amount. Unsuccessful applicants will be notified that their application for funding was not approved by e-mail within 30 days of the final award to the successful applicant.

E3. CFR – Regulatory Information

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

E4. Anticipated Announcement and Federal Award Dates

F. Federal Award Administration Information

F1. Federal Award Notices

Following review, the applicant 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 email. 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 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. Recipient acceptance of a Federal award from the Service carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Recipients indicate their acceptance of the Federal award by starting work, drawing down funds, or accepting the award via electronic means.

F2. Administrative and National Policy Requirements

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

Data Availability

Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.315:

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

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

F3. Reporting

Financial Reports

All recipients must use the SF-425, Federal Financial Report form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** performance reports on the frequency established in the Notice of Award.

Significant Development Reports

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

Real Property Reports

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

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. The Service will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if

a significant potential conflict exists. If it does, the Service will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

Other Mandatory Disclosures

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

Reporting Matters Related to Recipient Integrity and Performance

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

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First Name:

Kaiini

Last Name:

Kaloi

Address:

1849 C Street, NW MS 3561 Washington, D.C. 20240

Telephone:

202-208-7462

Email:

kaiini.kaloi@ios.doi.gov

G2. Program Administration

For **program administration assistance**, contact:

First Name:

Last Name:

Address:

Telephone:

Email:

G3. Application System Technical Support

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

Name:

Grants.gov Customer Support

Telephone:

1-800-518-4726

Email:

Support@grants.gov

For GrantSolutions technical registration and submissions, downloading forms and application packages, contact:

Name:

GrantSolutions Customer Support

Telephone:

1-866-577-0771

Email:

Help@grantsolutions.gov

H. Other Information

Payments

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

PAPERWORK REDUCTION ACT STATEMENT:

OMB Control Number: 1018-0100, Expiration Date: 7/31/2021

We are collecting this information in accordance with the authorizing legislation identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual time for these activities will vary depending on program-specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.