National Park Service

LWCF-PGL - State and Local Assistance Division

2022
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## A. Program Description

**Authority:**
54 U.S.C. 200305

**Assistance Listing:**
15.916

**Program Background, Objectives, and Goals:**
This notice of funding opportunity is to advise the State lead agencies for Land and Water Conservation Fund (LWCF) of the availability of funds for projects to develop or update their State-wide Comprehensive Outdoor Recreation Plan (SCORP) or supporting elements. The LWCF Act requires each state to develop and maintain a SCORP for overall program eligibility for LWCF grants.

The LWCF State and Local Assistance Program was established in 1964 to assist in preserving, developing and assuring accessibility to present and future generations of U.S. citizens and visitors "such quality and quantity of outdoor recreation resources as may be available and are necessary and desirable for individual active participation in such recreation and to strengthen the health and vitality of the citizens of the United States." This is accomplished in part by assuring statewide coordination and planning for outdoor recreation resources.

The LWCF State and Local Assistance program is operated by the National Park Service (NPS) in partnership with designated lead agencies in each of the 50 States as well as American Samoa, the District of Columbia, Guam, the Northern Marianas Islands, Puerto Rico, and the U.S. Virgin Islands. Each fiscal year Congress allocates money from the LWCF for this program, which is in turn allocated to the States based on a legislative formula. To be eligible for the funding, States must have a current SCORP in place that assesses demand and need for outdoor recreation resources and sets priorities for the use of LWCF funds. Projects selected for LWCF funding should address priority needs or goals of the SCORP. The NPS must review and approve each State's SCORP, which is updated at least once every 5 years.

The authority for the LWCF State and Local Assistance Program specifically is found at 54 U.S.C. 200305. The full text of the Act can be viewed here: prelim@title54/subtitle2/chapter2003&edition=prelim">http://uscode.house.gov/view.xhtml?path=/prelim@title54/subtitle2/chapter2003&edition=prelim
The LWCF Grant Assistance Manual, v. 71 (March 11, 2021) establishes the eligibility, procedural, and programmatic requirements for LWCF grants. A copy of the Manual can be found at https://www.nps.gov/subjects/lwcf/upload/lwcf_manual.pdf. Chapter 2 of the Manual outlines the SCORP process and requirements.

**Secretary of the Interior Priorities:** This program supports priorities of the Secretary of the Interior, including Executive Order (EO) 14008: Tackling the Climate Crisis at Home and Abroad, and EO 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.

## B. Federal Award Information

### B1. Total Funding

**Estimated Total Funding**
$1,000,000

### B2. Expected Award Amount

**Maximum Award**
$250,000

**Minimum Award**
$25,000
States may request up to 10 percent of their annual apportionment, or $250,000, whichever is less, for the federal share of a SCORP grant. In past years the ceiling was $100,000 but this has been increased in light of the increased funding available due to the Great American Outdoors Act.

### B3. Anticipated Award Funding and Dates

**Anticipated Award Date**
April 15, 2022
Assuming that a submitted application is, in fact, actionable, a grant will be awarded approximately 60 days after receipt. So, award date will vary depending on when it is received, but the target is by April 15. Most grants funded in this round will have an initial term of May 1, 2022 – April 30, 2024. The typical SCORP grant is one to two years but can vary depending on the negotiated project statement of work. Agreements are not effective until executed by an NPS Financial Assistance Awarding Officer (FAAO). Project proposals should include a timeline with discrete benchmarks for completing the project within the initial period of performance. The NPS has the authority to extend awards (up to a maximum period of performance of five years) if circumstances warrant, such as unforeseen problems that would prevent the project from being completed within the original award period. In order to qualify for an extension, grant recipients must be in good standing (i.e., up-to-date on all progress and financial reports), have demonstrated progress during the initial award period, and have a revised program plan that supports the claim that additional time is likely to result in successful completion of the project.

## B4. Number of Awards

**Expected Number of Awards**
10

## B5. Type of Award

**Funding Instrument Type**
G - Grant
LWCF Awards are given as grants. A Grant is a legal instrument of financial assistance between The National Park Service and a non-Federal entity that, consistent with 31 U.S.C. 6302, 6304:

(1) Is used to enter into a relationship the principal purpose of which is to transfer anything of value from the Federal awarding agency to the non-Federal entity to carry out a public purpose authorized by a law of the United States (see 31 U.S.C. 6101(3)); and not to acquire property or services for the Federal awarding agency's direct benefit or use;

(2) Is distinguished from a cooperative agreement in that it does not provide for substantial involvement between the Federal awarding agency or pass-through entity and the non-Federal entity in carrying out the activity contemplated by the Federal award.

No substantial involvement on the part of the National Park Service is anticipated for LWCF grants.

# C. Eligibility Information

## C1. Eligible Applicants

**Eligible Applicants**
00 – State governments

**Additional Information on Eligibility**
In accordance with 54 U.S.C. 200305(a), only the State lead agency for LWCF is eligible to submit applications in response to this announcement. In this context "States" include the 50 U.S. States, as well as American Samoa, the District of Columbia, Guam, the Commonwealth of the Northern Mariana Islands, Puerto Rico and the U.S. Virgin Islands. The State lead agency may apply for a SCORP grant even if the program is otherwise ineligible for LWCF grants (i.e., because they don't have a currently approved SCORP). The NPS cannot make grants to entities other than the state lead agency; applications submitted to this funding opportunity announcement by an entity other than the state lead agency will automatically be rejected without consideration.

## C2. Cost Sharing or Matching

**Cost Sharing / Matching Requirement**

Yes
In accordance with 54 U.S.C. 200305(c), LWCF grants must be matched with non-Federal funds at a minimum ratio of 1:1, with the following exception: for DOI grants, 48 U.S.C. § 1469a(d) waives the 1:1 matching requirement for the jurisdictions of American Samoa, Guam, the Northern Mariana Islands, and the U.S. Virgin Islands.

Matching funds must be in hand or committed at the time of application. The funds may be derived from state, local, non-governmental, or private sources in the form of cash or the value of in-kind contributions. Further information about eligible sources of match and other cost-sharing requirements can be found in Chapter 5 of the LWCF Manual as well as at 2 C.F.R. 200.306. Cost share contribution amounts and their source(s) shall be shown on the SF-424-A and annotated in the budget narrative (reference section D, Application and Submission Information).

The following costs may not be counted toward the non-Federal matching share (not inclusive):

- Unless defined as an eligible pre-award cost for a planning grant in the LWCF Manual, any project costs that were incurred before the grant start date.
- Any funds or in-kind contributions that have been previously used to satisfy the matching requirements of this program or that that have been or will be used to satisfy another Federal grant, including LWCF acquisition or construction grants.
- Any funds originating from Federal sources or the value of in-kind contributions such as services that were or will be acquired with other Federal funds, unless the authorizing legislation for those funds provides that they may be counted as the non-Federal contribution for another Federal grant program.

Further, excepting situations where federal funds are being contributed as the non-federal share as per the above, in accordance with 54 U.S.C. 200305(f)(1) LWCF grant projects may not include funds from other Federal sources in their budgets, even if all programs' match requirements are met. Exceptions can be made for Federal funds with authorizing legislation that includes language that waives the 50% ceiling on the Federal share of the total project cost.

## C3. Other

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

**Foreign Entities or Projects**
This program does not provide funding to foreign entities or for projects conducted outside the United States.

## D. Application and Submission Information

### D1. Address to Request Application Package

The Application Package can be accessed and downloaded from the Synopsis page of this announcement in Grants.gov. The Standard Forms are embedded in the application package. You may also contact the Agency lead for assistance (see Section G of this NOFO).

### D2. Content and Form of Application Submission

**Project Narrative**

Provide a narrative description of the project that outlines the scope of work, including a timeline with anticipated benchmarks, and planned results/outcomes. There should be sufficient detail to help support the review of the budget information and the described work should align with the budget detail.

**SF-424, Application for Federal Assistance**

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, signed, and dated. Do not include any proprietary or personally identifiable information. Please note: Enter only the amount requested from this Federal program in the "Federal" funding box on the SF-424 Application form. Include any other Federal sources of funding in the "Other" box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the "Budget Narrative" section below).

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

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

**Detailed Budget Narrative**

The project budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is

identified to be included (reference section C of this announcement). Cost categories can include, but are not limited to, those costs items included on the SF424A or SF424C.

Provide a narrative description of the items included in the project budget. The budget narrative should clearly identify all project costs, and should align with the scope of work identified in the project narrative. Provide detailed information on all cost categories, including the value of in-kind contributions of services provided to complete the project to be counted for matching purposes. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. Cost categories can include, but are not limited to, those costs items included on the SF-424A.

**Conflict of Interest Disclosure**

Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.112, applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

*(a) Applicability*.

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

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

*(b) Notification*.

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

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

*(c) Restrictions on lobbying*. Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR §18 and prelim@title31/subtitle2/chapter13&edition=prelim">31 USC §1352.

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

(e) Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR §200.339, Remedies for noncompliance, including suspension or debarment (see also 2 CFR §180).

**Uniform Audit Reporting Statement**

All U.S. states, local governments, federally recognized Indian tribes, institutions of higher education, and non- profit organizations expending $750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System, in accordance with 2 CFR 200 subpart F. U.S. state, local government, federally recognized Indian tribes, institutions of higher education, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the Federal Audit Clearinghouse website.

**Certification Regarding Lobbying**

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

**Disclosure of Lobbying Activities**

Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the SF-LLL, "Disclosure of Lobbying Activities" form if the Federal share of the proposal or award is more than $100,000 and the applicant or recipient has made or has agreed to make any payment using non-appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 and 31 USC 1352 for more information on when additional submission of this form is required.

**Overlap or Duplication of Effort Statement**

If the project proposed in this application is funded through another Federal financial assistance award, in part or in whole, the applicant must provide a statement detailing the potential funding overlap in regards to activities, costs, or time commitment of key personnel. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted or copy of Federal financial assistance award covering activities covered under this proposal. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects"

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

**Identifier and System for Award Management (SAM.gov) Registration:**
This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a Unique Entity Identifier (UEI) which will replace Data Universal Numbering System (DUNS) number from Dun & Bradstreet in April 2022. A Federal award may not be made to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Applicants registering in SAM.gov prior to April 2022 may still be required to obtain a DUNS number prior to completing the registration process within SAM.gov. Federal award recipients must also continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s). See the "Submission Requirements" section of this document below for more information on SAM.gov registration. **There is no cost to register with 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**
In April 2022, the Federal Government will stop requiring DUNS numbers. At that point, entities doing business with the government will use the Unique Entity Identifier (UEI) created in SAM.gov in place of a DUNS number. A UEI will be assigned to entities upon registering with SAM.
If an entity is applying for federal financial assistance prior to April 2022, a DUNS number may still be required as part of the SAM registration process. A DUNS Number can be requested through the Dun & Bradstreet website. The official website address is http://fedgov.dnb.com/webform. For technical difficulties, go to www.dnb.com/govtduns. 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 (version 3).

**Register with the System for Award Management (SAM)**
Applicants can register on the SAM.gov website. The "Help" tab on the website contains User Guides and other information to assist you with registration. The Grants.gov "Register with SAM" page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity's IRS information. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

## D4. Submission Dates and Times

**Due Date for Applications**

03/18/2022

**Application Due Date Explanation**

Applicants are responsible for their proposals being submitted to the National Park Service. To be processed in this funding cycle, complete applications must be submitted by Friday, March 18, 11:59 PM ET. Applications must be submitted electronically through Grants.gov. Applications sent by facsimile, email, or mail delivery will not be accepted. Applications submitted to Grants.gov after the deadline will not be accepted. The receipt date and time stamp given by Grants.gov will establish whether the application met the deadline. An applicant's failure to meet an eligibility criterion by the time of the application deadline may result in the application being excluded from consideration during this cycle. This includes but is not limited to late and incomplete application packages.

You are encouraged to submit the application well before the deadline and not wait until the last minute. The uploading and transfer process can take a while, especially when Grants.gov is getting heavy use. In addition, after the application is submitted it gets validated before it is forwarded to the NPS. Normally this happens within a few minutes to a couple of hours, but it can take Grants.gov up to a day or two to validate or reject an application. You can monitor your application's status by email. You will receive four (4) emails from Grants.gov in the submittal process: the first confirms successful receipt and contains a Grants.gov tracking number; the second confirms that the application has been validated; the third confirms the application was "received" by the agency, and the fourth assigns an NPS tracking number. If you do not get the first email, you should assume the application did not successfully submit to Grants.gov. If you do not receive all four emails, you should assume the application was not actually forwarded to NPS, notwithstanding the email about receipt, in which case you should let your NPS program officer know. Sometimes there are glitches that prevent actual transmission, for example, applications that exceed 25mg in size do not get forwarded to the DOI system. Most problems occur at the validation step so you should always check the second email; if there was a problem it should be described in this email. Technical difficulties with application submittal should be directed to the Grants.gov help desk. NPS staff can confirm receipt of submission, but cannot resolve issues with Grants.gov or extend the application deadline due to difficulties with submission via Grants.gov.

## D5. Intergovernmental Review

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

## D6. Funding Restrictions

The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your

organization's cognizant agency, the Interior Business Center will negotiate your indirect cost rate. Contact the Interior Business Center by phone 916-930-3803 or using the IBC Email Submission Form. See the IBC Website for more information.

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

**Required Indirect Cost Statement to be submitted with Application.**
All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- A U.S. state or local government entity receiving more than $35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- A U.S. state or local government entity receiving less than $35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: "Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made." *or* "Attached is a copy of our current negotiated indirect cost rate agreement."]
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in §2 CFR

200.68]. We understand that we must notify the Service in writing if we establish an approved rate with our cognizant agency at any point during the award period.

- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization's indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in 2 CFR §200.68. We understand that we must notify the Service in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.
- A [insert your organization type] that is submitting this proposal for consideration under the "Cooperative Ecosystem Studies Unit Network", which has a Department of the Interior-approved indirect cost rate cap of 17.5%. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per 2 CFR §1402.414. If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 "Modified Total Direct Cost (MTDC)". We understand that we must request prior approval from the Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

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

## D7. Other Submission Requirements

Complete applications must be submitted in electronic form via Grants.gov to the National Park Service by the deadline identified above. Applications submitted by other means or not received by the deadline will not be considered. Please note that since January 1, 2018, Grants.gov has mandated the use of "Workspace" for application development and submission. For more information, please review: https://www.grants.gov/web/grants/applicants/workspace-overview.html. Workspace will be the mechanism for filling out and submit the standard forms (e.g., SF-424). However, for the other required application elements (e.g., the PD/ESF) files can be submitted in PDF, typical word processing programs such as MSWord, Excel, etc.

Grants.gov will accept applications only from currently authorized organization representatives (AORs) affiliated with a particular agency. If you are not already an AOR you will need to

create an account with Grants.gov and identify your agency's e-business point of contact to be designated as an AOR for your agency. Agency processes vary: some have only a limited number of AORs who can submit applications while others will designate AORs for each program that needs one. Prior to attempting to submit an application, it is a good practice to check to ensure that your agency's Grants.gov and SAM accounts are current/active, along with the individual Grants.gov account of the AOR who will submit the application. Last, please make sure that the DUNS number associated with the Grants.gov account that will be used to submit the application matches the one that has been registered with the NPS for use with the payment system (ASAP), otherwise funds will not transfer to ASAP when the award is approved.

In the event you experience technical difficulties with submitting your application, it is best for you to contact the Grants.gov Help Desk. However, you should also contact your state's Program Officer to let them know your application may be delayed.

## E. Application Review Information

### E1. Criteria

**Review Criteria** **Maximum Points:** 0

The LWCF Act mandates the funding of grants to develop or update SCORPs. Because only the State lead agency can be the eligible applicant, there is no merit review of proposals. However, the NPS will review each application to determine if it conforms with the LWCF Act, LWCF Manual (Chapter 2), and 2 CFR 200, as well as the Secretary of the Interior priorities reflected in Executive Order (EO) 14008: Tackling the Climate Crisis at Home and Abroad, and EO 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.

### E2. Review and Selection Process

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

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

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the Bureau's "Financial Assistance Recipient Risk Assessment" form. Prior to approving awards for Federal funding in

excess of the simplified acquisition threshold (currently $250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied the award.

NPS personnel will review all proposals. A draft of each application is reviewed by the NPS program officer for the applicable State to establish concurrence that the project will support development of the State's SCORP, to ensure the project is consistent with the intent of the LWCF State and Local Assistance Program, and to ensure the project is compliant with the LWCF Manual and other relevant laws, regulations, and policies pertaining to federal financial assistance. Once the application is found to be ready and eligible to be processed for award, the final version is submitted through Grants.gov.

### E3. CFR – Regulatory Information

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

### E4. Anticipated Announcement and Federal Award Dates

Final applications can be submitted at any time during the open period of this NOFO. Generally, they will be processed in the order received but the target is by April 15, 2022.

## F. Federal Award Administration Information

### F1. Federal Award Notices

Upon approval of the award, the State will receive an email from GrantSolutions that a Notice of Grant Agreement has been issued. Work cannot begin before this notice. Any pre-award costs incurred prior to the receipt of the notice is at the applicant's own risk. The Notice of Grant Agreement is the only authorizing document to begin performance.

### F2. Administrative and National Policy Requirements

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

**Data Availability**
Per theFinancial Assistance Interior Regulation (FAIR), 2 CFR §1402.315:

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including

textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

The LWCF Grant Assistance Manual, v. 71 (March 11, 2021) establishes the specific eligibility, procedural, and programmatic requirements for LWCF grants. A copy of the Manual can be found at https://www.nps.gov/subjects/lwcf/upload/lwcf_manual.pdf. The Manual outlines the criteria and process for eligible states and territories to develop a SCORP, develop projects for nomination to the NPS, submit applications, and implement grants for selected projects. All applications submitted pursuant to this announcement must be consistent with the Manual and are subject to the requirements described therein.

Recipients and sub-recipients of LWCF grants are also subject to all Federal laws and agency policies, regulations, and procedures applicable to Federal financial assistance awards. These are described in the Manual and in the terms and conditions.

The LWCF-specific terms and conditions are integrated into the standard conditions document and are additional conditions that recipients must also agree to in accepting the grant. If there are outstanding issues still requiring resolution at the time the grant is issued, the NPS may include special award conditions on the grant constraining when work on the project may begin or restricting access to the funds until the conditions are satisfied.

## F3. Reporting

### Financial Reports

All recipients must use the SF-425, Federal Financial Report form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

### Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if

appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

Grants for SCORPs shall require a performance report with each request for payment, which the NPS must approve before payment is authorized.

**Significant Development Reports**

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

**Real Property Reports**

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

**Conflict of Interest Disclosures**

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award.

**Other Mandatory Disclosures**

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.339 Remedies for Noncompliance, including suspension or debarment.

**Reporting Matters Related to Recipient Integrity and Performance**

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of

time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

## G. Federal Awarding Agency Contact(s)

### G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First and Last Name:
Elisabeth Fondriest

Address:
1849 C Street NW, Washington, DC 20240

Telephone:
202-354-6916

Email:

elisabeth_fondriest@nps.gov

If you plan to submit an application to this Notice of Funding Opportunity and have a question, please submit it to your State's NPS program officer for the LWCF State and Local Assistance Program.

### G2. Program Administration Contact

For **program administration assistance**, contact:

First and Last Name:
Elisabeth Fondriest

Address:
1849 C Street NW, Washington, DC 20240

Telephone:
202-354-6916

Email:
elisabeth_fondriest@nps.gov

### G3. Application System Technical Support

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

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

## H. Other Information

**Payments**

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