U.S. Fish and Wildlife Service

FWS - International Conservation

https://www.fws.gov/international/wildlife-without-borders/rhino-and-tiger-conservation-fund.html

Rhinoceros and Tiger Conservation Fund-Asia
Fiscal Year: 2021
F21AS00422

Due Date for Applications: **05/07/2021**

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.

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A. Program Description

A1. Authority

Rhinoceros and Tiger Conservation Act, 16 U.S.C. § 5301 et seq.

15.619

A2. Background, Purpose and Program Requirements

The U.S. Fish and Wildlife Service's (Service) mission is to work with others to conserve, protect and enhance fish, wildlife and plants and their habitats for the continuing benefit of the American people. The International Affairs Program delivers on this mission through its financial assistance programs by supporting strategic projects that deliver measurable conservation results for priority species and their habitats around the world.

The Rhinoceros and Tiger Conservation Act was passed in 1994 to provide financial resources for conservation of rhinoceroses and tiger populations. This Funding Opportunity aligns with the Service's mission. The Rhinoceros and Tiger Conservation Fund (RTCF) is soliciting proposals for the conservation of rhinoceros and/or tigers throughout their ranges.

Proposal objectives should align with one or more of the desired results identified below under the relevant funding priority.

The Rhinoceros and Tiger Conservation Fund supports projects that promote conservation through:

- Support of protected area/reserve management and law enforcement in important rhinoceros and tiger range;
- Enhanced protection of the most at-risk rhinoceros and tiger populations;
- Habitat conservation, restoration and management;
- Strengthening local capacity and enhancing community engagement to implement conservation programs that enhance conservation stewardship;
- Efforts to decrease human-rhinoceros and human-tiger conflicts;
- Applied research on rhinoceros and tiger populations and their habitats, including surveys and monitoring;
- Compliance with applicable treaties (such as the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES)) and laws that regulate the taking or trade of rhinoceroses and tigers or regulate the use and management of their habitat;
- Reducing demand for illegal rhinoceros and tiger parts, products and live animals in consumer countries;

- Combating trafficking of rhinoceros and tiger parts, products and live animals;
- Reintroduction of rhinoceros to former range; and,
- Trans-frontier tiger conservation;

Proposed project work should occur within the rhinoceros or tiger range, or, if work is to be conducted outside of the range, the proposal should show clear relevance to rhinoceros or tiger conservation. If the project includes research, the applicant must provide a convincing argument that the research addresses priority threats and that the results are likely to inform management actions.

In FY2021, the following types of proposals will be priorities for funding:

- Multi-year (3-5 years) project proposals from applicants engaged in long-term projects (with stakeholder buy-in) that are working toward Recovery of species and their habitats in the wild.
- Project proposals with multi-year potential (3-5 years) that are developing or have in place a strategy to provide the necessary information to guide conservation management of a species, or multiple species in a specific habitat or landscape, so that the protections are leading to effective conservation and Recovery of the species and their habitats. Implementing the strategy is/should be contributing substantially to the conservation of the species.
- Multi-year (3-5 years) cooperative agreements where the Service works closely with grantee to assist and guide efforts such as Strategy and/or Policy Development, Threats Assessment, strengthening local capacity for good governance, etc.

In FY2021, the following activities will be priorities for funding:

- Efforts to decrease human-rhinoceros and human-tiger conflicts;
- Applied research on rhinoceros and tiger populations and their habitats, including surveys and monitoring;
- Strengthening local capacity and enhancing community engagement to implement conservation programs that enhance conservation stewardship;
- Compliance with applicable treaties such as the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES), laws, and strengthening of policies that regulate the taking or trade of rhinoceroses and tigers or regulate the use and management of their habitat;

B. Federal Award Information

B1. Total Funding

Estimated Total Funding
$ 6,606,000

B2. Expected Award Amount

Maximum Award
$ 500,000
Minimum Award
$ 50,000

B3. Expected Award Funding and Anticipated Dates

Expected Award Funding

Expected Award Date
September 30, 2021
The amount of funding available under this program is approximately $6,606,000 USD for projects in Asia. The amount of funding per Federal award may range from $50,000 - $500,000 USD. Based on program experience, it is anticipated that approximately 20-25 awards will be granted this fiscal year. The amount of funding requested must match the scope of proposed activities, the anticipated results, and the requested duration of the project (period of performance).The period of performance for projects starts on the date the award is signed by the Service and may be one or more years duration. Project proposals must be designed and budgeted accordingly. For multi-year projects, budgets and project activities should be clearly articulated by phase/year. Support for subsequent phases/years will be contingent upon satisfactory project performance, reporting, financial management, and availability of program funds. The anticipated start dates for awards will be after November 2021, and periods of performance may range from 2 – 5 years. Applications for renewal or supplementation of existing, ongoing projects are eligible and will compete with applications for new Federal awards. In the event of a successful project, the Service may consider the option of extending the program to future years, subject to availability of future funding. The Service may extend the award for additional years contingent on Service priorities, good performance of the recipient, Service management approval, and funding availability. The Service reserves the right to fund any or none of the applications submitted and will determine the resulting level of funding for the award.
Expected Award Funding: $50,000 - $500,000 USD

B4. Number of Awards

Expected Number of Awards
25

B5. Type of Award

Funding Instrument Type
G - Grant
CA - Cooperative Agreement
Funding Instrument Type: This program will use either a grant or cooperative agreement as the assistance instrument. The type of assistance instrument to be used is the decision of the Service.

Grants

A grant agreement is a legal instrument of financial assistance and is distinguished from a cooperative agreement in that it does not provide for substantial involvement from Service in carrying out the activities contemplated by the award.

Cooperative Agreements

Under cooperative agreements, substantial involvement by the Service should be expected and may include participating and collaborating jointly with the recipient or other personnel in carrying out the scope of work including training recipient personnel or detailing Federal personnel to work on the project effort; reviews and approves one stage of work before the next stage can begin; reviews and approves, prior to recipient action, proposed modifications or sub-awards; helps select project staff or trainees; directs or redirects the work because of interrelationships with other projects; has power to immediately halt an activity if detailed performance specifications are not met; and limits recipient discretion with respect to scope of work, organizational structure, staffing, mode of operations and other management processes, coupled with close monitoring or operational involvement during performance under the award. To submit a proposal for consideration as a cooperative agreement, provide a justification statement in the project proposal as to the type and duration of assistance requested by the Service and a rationale for why involvement of Service is needed to fulfill the project objectives.

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

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

Additional Information on Eligibility

Applicants can be individuals; multi-national secretariats; foreign national and local government agencies; non- profit non-governmental organizations; for-profit organizations; public and private institutions of higher education, U.S. territorial governments.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

No

Percentage of Cost Sharing / Matching Requirement

Cost sharing is the portion of program costs not borne by the Service. Under this program, cost share is not required, but may be committed on a voluntary basis. Voluntary Committed Cost Share (See 2 CFR 200.1) is not an eligibility factor, and contributions will not result in a more favorable competitive ranking. Cost share should be necessary and reasonable to accomplish project objectives, and allowable in accordance with 2 CFR 200 Subpart E—Cost Principles.

Applicants may consider all types of cost sharing, including in-kind and public-private partnerships. Examples include the use of office space owned by other entities; donated or

borrowed supplies and equipment; (non-federal) sponsored travel costs; waived indirect costs; and program activities, translations, or consultations conducted by qualified volunteers. Assign a monetary value in U.S. dollars to each in-kind contribution. The values of offered cost-share should be included in the detailed budget and explanations of contributions should be included in the Budget Narrative whether cash or in-kind.

If the proposed project is a component of a larger program, identify other funding sources and the specific funding amount to be provided by those sources. In addition, it is recommended that the Budget Narrative address the overall cost-effectiveness of the proposal, including leveraging institutional or other resources. Funds provided by another U.S. Federal Government agency or another Service award cannot be reported as cost share but contributions should be noted and explained in detail in the Budget Narrative. If cost share is included in the budget, written records must be maintained to support all allowable costs that are claimed as its contribution to cost share, as well as costs to be paid by the Federal government. Such records are subject to audit.

C3. Other

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

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

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

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

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

This funding opportunity contains all information and links for all forms needed to apply.

Program Website Link

https://www.fws.gov/international/wildlife-without-borders/rhino-and-tiger-conservation-fund.html

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).

Individuals applying for and receiving funds separate from a business or non-profit organization he/she may own or operate and any entity waived from the SAM.gov registration requirements by the funding bureau or office must submit the signed and dated SF-424B, Assurances for Non-Construction Programs form. The SF-424B, Assurances for Non-Construction Programs are available at https://www.grants.gov/web/grants/forms/sf-424-family.html

Any applicant requesting support for a construction projects must submit as signed and dated SF-424D, Assurances for Construction Programs form. All required application forms are available with this announcement on Grants.gov.

Project Summary

This section should answer the question, "What is the purpose of this project?" BRIEFLY summarize your project in one page or less. Include the title of the project, geographic location, and a brief overview of the need for the project. Goal(s), objectives, specific project activities, beneficiaries, and expected products can also be included in this section. This summary will be shared with the public and should describe the project but not reveal any security-sensitive information. The following format is recommended:

- **Project title**. This should include the rhinoceros and tiger species being conserved and the country in which the project will take place (if applicable);
- Name of the **Applicant**;
- **Proposed project duration** (e.g. 1-year, 3-year);
- **Type** of agreement being requested (i.e. grant or cooperative agreement);
- **Amount** of funding requested and amount of voluntary cost share funds, in U.S. dollars;
- **Primary and Secondary contacts**, including name, email address and telephone number;

- Brief overview of the **Need** for the project;
- The project's **Goal(s)**, **Objectives**, specific project **Activities**;
- Anticipated **Outputs** and **Outcomes**

Project Narrative

1. Project Title: Provide a basic description of the project, including the location and country, in the title. If this is a continuation of an earlier funded proposal, use the same title and include the appropriate number to denote that this is a subsequent proposal such as: "Save the tigers – 2". Please note: This title will be the reference archived and communicated in all future documents.

Please note: Project narratives should be ten pages or less. Pages should be numbered. Project summary, figures, tables, maps, curriculum vitae, and required standard forms do not count toward the ten-page limit. Application narrative requirements may include:

2. Statement of Need: This section should answer the question, "Why is this project necessary?" Clearly identify the wildlife, habitat or biodiversity targeted for conservation (including any existing estimates of population size, geographic range, or extent); a description of the direct threats that affect the targeted species at the project site; and the specific threats that the project will address. This section should describe how the proposed activities are expected to lead to desired conservation outcomes, such as the reduction of direct threats or improvement of the status of species and habitats. Summarize previous or on-going efforts (of you/your organization, and other organizations or individuals) that are relevant to the proposed work, including how the proposal differs from past work, or builds upon it, including how the applicant plans to expand upon the successes, failures, and lessons learned from past efforts.

If you have received funding previously from the USFWS for this specific project work or site, provide a summary of the funding, associated activities, products, outcomes and associated measurable conservation results. A table may be the most efficient way to convey this information: including columns for donor, reference number, amount funded, year of activity, and bullet points of major activities, outcomes, products and associated measurable conservation results. Projects with funding from any other government source or eligible for any other government source should add a section describing the activities supported and the added value of Service support. Please note how the proposal differs or builds upon funding available from other major donors. Former recipients of Service support should note that every proposal is expected to be a stand-alone document. Not all proposal reviewers may be familiar with past grants and a summary of activities and accomplishments helps all reviewers to better understand the proposal in context.

3. Project Goals, Objectives, Activities and Methods: This section should answer the question, "What do you want to achieve and how are you going to do it?" State the long-term goals of what your project aims to achieve. Objectives are the specific steps that you will take to reach your stated goals. Your objectives must be attainable within the project period and should be specific, measurable, and realistic. Activities are the specific actions to be undertaken to fulfill the project objectives and reach the project goal(s). The proposed project activities narrative must be detailed enough for reviewers to make a clear connection between the activities and the proposed project costs. Provide a detailed description of the method(s) used to carry out each activity.

The following format is recommended:

GOAL:

Objective 1.

Activity 1.1

Activity 1.2

Objective 2.

Activity 2.1

Objective 3.

Activity 3.1

Activity 3.2

Activity 3.3

Consider including activities that meet one or more of the following conditions:

a. Activities that clearly address the specific direct threats describe in the above section titled: Statement of Need.
b. Activities that are feasible and likely to be successfully implemented as stated;
c. Activities that apply the best scientific and/or technical information and methods available;
d. Activities that include the participation of local partners in project activities, including meaningful involvement of government, community or civil society stakeholders; and
e. Activities resulting in benefits continuing beyond the period of performance of the grant.

4. Project Timetable: This section should answer the question, "Over what time period will project activities be implemented? Provide a timetable indicating roughly when activities or project milestones are to be accomplished. Include any resulting tables, spreadsheets or flow charts within the body of the project narrative (do not include as separate attachments). The timetable should not propose specific dates but instead group activities by month for each month over the entire proposed project period.

An example of a timetable can be found here: https://www.fws.gov/international/pdf/sample-timetable.pdf.

5. Stakeholder Coordination/Involvement: This section should answer the question, "Who are you going to work with?" As applicable, describe how you/your organization has coordinated with and involved other relevant organizations, local community groups or individuals in planning the project, and detail if/how they will be involved in conducting project activities, disseminating project results and/or incorporating your results/products into their activities. Please describe any previous work with these stakeholders and how working with them relates to the specific threats and target audiences. Where multiple groups are working in the same site or

are listed as stakeholders in the proposal, letters of endorsement specifically referring to this proposal and to the proposed collaboration from each partner organization will strengthen your proposal and may be requested by reviewers.

6. Project Monitoring and Evaluation: This section should answer the question, "How will you evaluate the progress and success of this project?" Detail the monitoring and evaluation plan for the project. Building on the stated project objectives, which must be specific and measurable, identify what you will measure (i.e., quantitative/quantifiable indicators) and how you will measure (i.e., methods, sample size, survey tools). ***Note that outputs (or products) should generally NOT be used as indicators, including USFWS performance reports.*** Indicators should reflect a change in capacity, human behavior, threat, or status of the target species. If the current status of the indicator is known, and the applicant identifies the indicator's desired status or qualitative condition, providing this information will strengthen the proposal.

The following table format is recommended:

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

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

7. Description of Entities Undertaking the Project: This section should answer the question, "Who will carry out the project and what are their specific qualifications?" Provide a brief description of the applicant organization and all participating entities and/or individuals. Identify which of the proposed activities each agency, organization, group, or individual is responsible for conducting or managing. On the SF-424, Application for Federal Assistance, provide complete contact information for the individual within the organization that will oversee/manage the project activities on a day-to-day basis. If eligibility for funding is based completely or in part on the qualifications of key personnel, provide brief (**1 page**) *curricula vitae* for key personnel, identifying their qualifications to meet the project objectives. To prevent unnecessary transmission of Personally Identifiable Information, ***DO NOT include Social Security numbers, the names of family members, or any other personal or sensitive information including marital status, religion or physical characteristics on the description of key personnel qualifications.***

8. Sustainability: This section should answer the question, "What is your long-term plan for this project beyond the USFWS funding period?" As applicable, describe which project activities will continue beyond the proposed project period, who will continue the work or act on the results achieved, and how and at what level you expect these future activities will be funded.

9. Literature Cited: (if applicable) include as an addendum and not within the text of the

proposal.

10. Map of Project Area: This section should answer the question, "Where is the project located?" The map should clearly delineate the project area and be large enough to be legible. Label any sites referenced in the project narrative.

11. Governmental Endorsement: For projects implemented outside the United States, non-governmental applicants must include a **recent** letter of support (no older than two years) from the appropriate local, regional, or national government wildlife or conservation authority. Where appropriate, letters of support from local communities or project beneficiaries should be provided. Endorsement letters should make specific reference to the project by its title as submitted on the applicant's proposal.

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.

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

Applicants must include an itemized Budget Table following the table format http://www.fws.gov/international/pdf/sample-budget.pdf. If your Budget Table requires more than one page, verify that the column headings and row titles appear on all pages. For multi-year or multi-phase projects, please include a separate budget table and narrative for each year/phase with subtotals.

The following table format is recommended:

Category/Budget Item	**Units**	**Cost per Unit ($)**	**No. of Units**	**Total**	**USFWS**	**Other**
Personnel						
Trainer	month	$xxx	xx	$ xxx	$xxx	
Project Director	month	$ xxx	xx	$ xxx		$ xxx
Project Coordinator	month	$ xxx	xx	$ xxx		$ xxx
Personnel Subtotal					$xxx	$ xxx
Fringe Benefits						
% rate	lump	$ xxx	xx	$ xxx	$xxx	$ xxx
Fringe Benefits Subtotal					$ xxx	$ xxx
Travel						
Vehicle day use (with driver)	Day	$ xxx	xx	$ xxx		
Vehicle maintenance and repair	lump	$ xxx	xx	$ xxx	$xxx	
Domestic Flights (Coordination at Transit Points)	Each	$ xxx	xx	$ xxx	$xxx	
Meals (4 day Training 30 ppl)	Day	$ xxx	xx	$ xxx	$xxx	
Accommodation (4 day Training 20ppl)	Day	$ xxx	xx	$ xxx	$xxx	
Travel Subtotal						
Equipment						
xxx	Each	$ xxx	xx	$ xxx	$xxx	
xxx	Each	$ xxx	xx	$ xxx	$xxx	
Equipment Subtotal					$ xxx	$ xxx
Supplies						
xxx	Each	$ xxx	xx	$ xxx	$xxx	
xxx	Each	$ xxx	xx	$ xxx	$xxx	

Supplies Subtotal					$ xxx	$ xxx
Contractual						
xxx	lump	$ xxx	xx	$ xxx	$xxx	
xxx	month	$ xxx	xx	$ xxx	$xxx	
Contractual Subtotal					$ xxx	$ xxx
Other						
xxx	lump	$ xxx	xx	$ xxx	$xxx	
xxx	month	$ xxx	xx	$ xxx	$xxx	
Other Subtotal				$ xxx	$ xxx	$ xxx
TOTAL DIRECT CHARGES				$ xxx	$ xxx	$ xxx
If claiming indirects and using de minimis: calculate Modified Total Direct Costs OR If using your organization's NICRA: calculate indirect costs base OR If charging all costs directly: leave blank				$ xxx	$ xxx	$ xxx
INDIRECT CHARGES (Amount from previous line times indirect rate)				$ xxx	$ xxx	$ xxx
GRAND TOTAL					**$xxx**	**$xxx**

*Present all amounts in U.S. dollars

The itemized budget should provide enough information for reviewers to be able to understand the cost basis and calculation at a glance. For example, a $3,300 charge for lodging should include the formula for how the cost was calculated: *Lodging for 20 nights x 11 people x $15/night = $3,300.* For personnel salary costs, include the baseline salary figures and the estimates of time.

For any salaries, staff time or contractors for which Service funds are requested, the person should be identified, and their qualifications described in the Project Narrative (Description of Entities Undertaking the Project). For any training, a description of the training should be included in the Methods section. For any meetings, a description of participants, a draft agenda, and desired outputs should be provided.

Expenses listed as "Miscellaneous" or "etc." are unallowable. Unless conditions listed under 200.433 Contingency provisions are applicable, "contingencies" are unallowable. Expenses listed as "Other" must be clearly identified and described in the Budget Narrative.

Applicants should be aware of and comply with requirements of 200.216 Prohibition on certain

telecommunications and video surveillance services or equipment.

Equipment: Equipment is defined as an item with a per-unit cost of $5,000 or more and a service life of more than one year. If the item meets these criteria, all federal procurement policies and procedures must be followed. If an item does not meet these criteria, it should be considered a supply and listed under cost category E. Provide justification for any equipment purchase/rental in the budget narrative. If equipment previously purchased with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source. For expensive items or large single purchases, provide detailed technical specifications or a pro forma invoice.

Supplies: List items separately using unit costs and the percentage of each unit cost being charged to the award for photocopying, postage, telephone/fax, printing, and office supplies (e.g., *Telephone: $50/month x 50% = $25/month x 12 months*).

Awards will allow reimbursement of expenditures 90 days prior to the award date if the time period falls within the proposed period of performance and costs identified within the submitted proposed budget.

Contractual:
1. Subawards: For each subaward, provide a detailed line-item breakdown explaining specific services in a separate tab in the Budget Table and Narrative. Subaward budgets should include the same level of detail for personnel, fringe benefits, travel, equipment, supplies, other direct costs, and indirect costs required of the direct applicant. If indirect costs are charged on a subaward budget, include the subrecipient's NICRA.

2. Consultant Fees: For example, lecture fees, honoraria, travel, and per diem for outside speakers or independent evaluators: list number of people and rates per day (e.g., 2 x $150/day x 2 days). Consultant/outside expert fees/honoraria should be consistent with the level of experience and based on a fair market value.

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.

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

05/07/2021

Application Due Date Explanation

This opportunity is open from 24 March 2021 to 7 May 2021. Electronically submitted applications may be submitted at any time from the posting of this opportunity until 11:59 PM EDT, Thursday May 7, 2021. Late applications will not be accepted. Applications must be submitted in English. A confirmation email containing an assigned application number will be sent to applicants upon submission. If you do not receive this email within five days of the opportunity closing date, contact mscf_rhinotiger@fws.gov. The only exception is the government letter of endorsement which must be received before a grant can be awarded.

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

The Service will not fund:

- the purchase of firearms or ammunition;
- gathering information by persons who conceal their true identity;

- buying or purchasing of intelligence, evidence or information or paying informants;
- law enforcement operations that, to arrest suspects, prompt them to carry out illegal activities (entrapment); and
- any activity that would circumvent sanctions, laws or regulations of either the U.S. or the country of proposed activity.

The following cost elements are not allowable under this program:

- Publication of materials for distribution within the United States that are not related to the program
- Programs designed to advocate policy views or positions of foreign governments or views of a particular political faction
- Entertainment and/or alcoholic beverages
- Purchase of Land
- Direct support or the appearance of direct support for individual or single-party electoral campaigns
- Duplication of services immediately available through municipal, provincial, or national government

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

All applicants should apply through GrantSolutions.gov or if unable, Grants.gov. Applicants who are unable to submit applications through GrantSolutions.gov or Grants.gov may seek a waiver and obtain Service approval to apply via direct email to the program inbox. If you wish to seek a waiver from GrantSolutions.gov and Grants.gov you must demonstrate that you have attempted to register in SAM and apply via Grants.gov or GrantSolutions.gov and attempted to resolve issues you experienced. This may include computer screen shots, email correspondence or other information obtained at the time of submission, before the stated deadline, that would support a waiver. Individual applicants who have received a waiver can send the application package via email to the following address: <mscf_rhinotiger@fws.gov>

Preferred submission through GrantSolutions.gov:

1. Register with GrantSolutions.gov

Applicants must first register an account with GrantSolutions.gov and complete all steps of the registration process before they can apply through GrantSolutions.gov.
Please follow this link to obtain the GrantSolutions self-registration instructions.

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.

3. GrantSolutions help and user-guide.

For recipient GrantSolutions user reference & training please use the following links: GrantSolutions website - recipient training video series

FWS recipient GrantSolutions user accounts & 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 (+1)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.

Submission through Grants.gov:

1. Register with Grants.gov

Applicants must first register an account with Grants.gov and complete all steps of the registration process before they can apply through Grants.gov. Grants.gov registration requires the entity to create an account, create an account profile, and establish authorized profile roles, including the applicant's authorized representative. Registration can take three to five business days or longer, if you do not complete the required steps in a timely manner.

2. Apply through Grants.gov

Grants.gov applicants apply online, see How to Apply for Grants. Applicants will use the Workspace feature in grants.gov. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each funding opportunity announcement, you can create individual instances of a workspace. To apply, the applicant will create, complete, and submit a Workspace application package for this Funding Opportunity directly on Grants.gov. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to allow time to correct any potential technical issues that may disrupt the application submission. When attaching files to the Grants.gov application, please do not assign file names longer than 20 characters, including spaces. File names longer than 20 characters will prevent your application received by Grants.gov from automatically downloading into the Service's financial assistance management system. Applicants using slow internet, such as dial-up connections, should be aware that the transmission of the application to Grants.gov takes time. Grants.gov sends either an error message or a "successfully received" message by email to the applicant's authorized representative once the transmission is complete. Please do not end the transmission process before receiving that message.

3. Proof of Timely Submission

Grants.gov automatically generates an electronic date and time stamp in the system upon application receipt. Grants.gov sends an acknowledgement of receipt with the date and time

stamp and a unique Grants.gov application tracking number to the authorized representative by email. This email from Grants.gov serves as the proof of timely submission.

4. Helpdesk Information

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

The required SF-424 Application for Federal Assistance form, SF-424B/D Assurances form, and any other required standard forms MUST be signed by your organization's authorized official. The Signature and Date fields on the standard forms downloaded from Grants.gov are pre-populated with the text "Completed by Grants.gov upon submission" or "Completed on submission to Grants.gov". Remove this text (manually or digitally) before signing the forms.

E. Application Review Information

E1. Criteria

Maximum Points: 0

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.

The Service ranks proposals by scoring how well each addresses program objectives as listed in this Description of Funding Opportunity as well as the requested elements listed in the Project Narrative section above. High priority, well-justified, and feasible projects which make a significant contribution to the protection of rhinoceroses, tigers, and their habitats and include all the requested proposal elements will receive higher scores. These scores are not the sole determining factor for final funding decisions. Review criteria may include considering the degree to which a project:

1. Compelling project design, including the degree to which: (i) a project is well justified, has clear benefits, makes a significant contribution to the protection of rhinoceros/tiger; (ii) the goals are well- defined and relevant to the project's Statement of Need; (iii) the objectives, methods, and activities are well-defined, measurable, statistically valid, realistic, and apply the best scientific and technical information available; and (iv) the budget line items are appropriate, allowable and reasonable, justified in the proposal narrative, and in-kind contributions are acceptable;
2. Capacity to implement, including the degree to which: (i) a proposal indicates that the applicant has the ability to implement the proposed activities effectively; and (ii) the applicant has a positive record of accomplishment with the Service based on previous grant support, if applicable, including timely submission of financial and performance reports;
3. Inclusion of range country personnel, including the degree to which: (i) the proposal includes the participation of range country nationals in the project activities; and (ii) the proposal provides training essential to the development of local capacity to implement conservation activities;
4. Willingness to collaborate, including the degree to which: (i) the proposal adequately details coordination of project activities with similar, ongoing or planned activities of other stakeholders; (ii) the proposal promotes networking, partnerships and/or coalitions; and (iii) the proposal suggests activities that are non-duplicative of other ongoing activities;
5. Relevance of activities, including the degree to which: (i) the proposal addresses an emerging issue with potential significant conservation value; and (ii) the proposal addresses a conservation need identified by a specialist group, or by a regional, national or global strategy;
6. Sustainability of project, including the degree to which: (i) the proposal provides for the development of an activity that can be replicated for widespread use; (ii) the proposal provides benefits beyond the life of the grant; (iii) the monitoring and evaluation plans are well described, appropriate and adequate; and (iv) the expected products/outputs/outcomes are identified and enumerated, their impact is apparent, and they will be effectively distributed to resource managers, community members, researchers and other stakeholders.

Reviewers may also consider the following sub-factors to break ties and further distinguish between applications with equivalent scores: financial need; geographical and project diversity in

the Service portfolio; proportion of proposal budget dedicated to administration, salaries and travel; government letter of endorsement; and a monitoring and evaluation plan that is designed so that the effectiveness of activities can be credibly assessed and shared.

After the submission deadline, all proposals are reviewed by the Grants Specialist to determine if required elements listed in the Application Checklist are included and complete. Proposals that pass this initial screening are forwarded to the Program Officer and assigned to a review panel for evaluation. Review panels are comprised of three or more U.S. Federal Government employees with wildlife conservation expertise. In addition, Service may solicit advice from qualified experts to conduct a technical review of the proposed project. The review panel ranks proposals by scoring how well each proposal addresses the program priority areas and the requested elements. Proposals are scored based on the criteria and priorities established and identified in this NOFO. Each proposal is given a score of 1 – 3, those ranked highest and for which there is available funding are recommended for approval by the panel.

Prior to participating in any review or evaluation process, all staff and peer reviewers, evaluators, panel members, and advisors must sign and return to the program office point of contact the "Department of the Interior (Department) Conflict of Interest Certification" form. For a copy of this form, contact the Service point of contact identified in the Agency Contacts section below. Prior to award, the Service reviews the selected applicant's statement regarding potential overlap or duplication in terms of activities, funding, or time commitment of key personnel and makes a determination regarding Service funding. Depending on the circumstances, modification of the application, other pending applications, or an active award may be necessary, or the Service might choose to not fund the proposed project. Due to limited funding or for other reasons, the program may negotiate selected project scopes of work and budgets prior to award. If this is the case, these applicants will have to submit revised SF-424 forms and narratives prior to award.

Following review, applicants may be requested to revise the project scope and/or budget before an award is made. Applicant's whose project is recommended for funding may be asked to demonstrate financial capabilities to manage Federal funds in accordance with standards set in 2 CFR 200.302 Financial management.

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

Awards under this program are anticipated to be announced before November 2021.

F. Federal Award Administration Information

F1. Federal Award Notices

Following review, applicants may be requested to revise the project scope and/or budget before an award is made. Successful applicants will receive a written notice of award document. Notices of award are issued electronically by Grant Solutions via email. Successful applicants may also receive an additional email from the awarding program email address. 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. Applicants whose projects are not selected for funding will receive written notice, most often by email, within 180 days of the final review decision.

Applicants are not authorized to incur pre-award costs without prior written approval. Costs incurred prior to the effective date of award are incurred at the applicant's risk. The Service is not required to reimburse such costs if for any reason the applicant does not receive a Federal award or if the Federal award is less than anticipated and inadequate to cover such costs.

F2. Administrative and National Policy Requirements

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.

Anyone with knowledge of fraud, waste, abuse, misconduct, or mismanagement involving the Service should contact the Department of the Interior's Office of the Inspector General Complaint Hotline.
DOI OIG Hotline: 1-800-424-5081.

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First Name:

Last Name:

Address:

Telephone:

Email:

Dr. Meenakshi Nagendran (*she/her*)
U.S. Fish and Wildlife Service
Division of International Conservation
5275 Leesburg Pike, MS: IA
Falls Church, VA 22041-3803
Tel: 703-358-2315
Email: meenakshi_nagendran@fws.gov

G2. Program Administration

For **program administration assistance**, contact:

First Name:

Last Name:

Address:

Telephone:

Email:

For program administration assistance, contact:
Rhinoceros and Tiger Conservation Fund
U.S. Fish and Wildlife Service
International Affairs
Grants Management Specialist
5275 Leesburg Pike, MS IA
Falls Church, VA 22041
Email: mscf_rhinotiger@fws.gov

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.