

Office of Insular Affairs

Notice of Funding Opportunity

OIA Technical Assistance Program (TAP) 2025- reposting July 2, 2025

Funding Opportunity Number

OIA-TAP-2025-V2

Table of Contents

BASIC INFORMATION.....	1
ELIGIBILITY	3
Cost Sharing Requirement	3
GET READY TO APPLY	3
Required System Registrations	3
PROGRAM OVERVIEW	4
Program Goals.....	4
Program Description	4
Legislative Authority	5
Type of Award	5
PREPARE YOUR APPLICATION	5
Application Content and Format.....	5
Application Documents.....	5
SUBMISSION REQUIREMENTS AND DEADLINES	11
Address to Request Application Package	12
Submission Dates and Times	12
Submission Instructions	12
APPLICATION REVIEW INFORMATION.....	13
Eligibility Review	13
Merit Review.....	13
Review and Selection Process.....	16
Risk Review	17
AWARD NOTICES	17
POST AWARD REQUIREMENTS AND ADMINISTRATION	18
Administration and National Policy Requirements	18
Reporting.....	19

BASIC INFORMATION

Announcement Type: Modification

Funding Opportunity Number: OIA-TAP-2025-V2

Assistance Listing Number(s): 15.875

Estimated Total Program Funding: \$22,300,000

Expected Number of Awards: 70

Award Ceiling: \$400,000

Award Floor: \$0

TAP funds are limited. Applying for amounts in excess of the ceiling may cause your application to be denied.

Cost Sharing Required?

No

Closing Date Explanation

Electronically submitted applications must be submitted no later than 11:59 PM, ET, on the listed application due date (August 15, 2025).

U.S. states and local governments may be required under [Executive Order 12372](#), [Intergovernmental Review of Federal Programs](#) to submit their application to their State Single Point of Contact (SPOC) for review. For more information, see the [Intergovernmental Review SPOC List](#).

OMB Control Number:

Have Questions?

For questions about the TAP program, refer to the OIA website for information about the Technical Assistance Program Division and grant manager areas of responsibility under Who We Are/Office of Insular Affairs at <https://www.doi.gov/oia/who-we-are/oia-office>. Please contact the appropriate staff for your area.

Please note that OIA Technical Assistance Program Division personnel cannot review proposals before they are submitted for any reason. We can provide technical assistance with grants.gov, or other help desk issues but cannot provide any other assistance with writing or reviewing your proposal before submission due to the competitive nature of the process and prohibitions on providing unfair advantage to one applicant over another.

Executive Summary

The Office of Insular Affairs (OIA) is requesting proposals for its Technical Assistance Program (TAP) which provides grant funding for short-term projects intended to meet the immediate needs of the insular areas.

TAP funds may be used for a wide range of priority purposes, with the following being key focus areas: disaster planning, response, and recovery with a strong emphasis on risk assessments and measures to enhance resilience; ensuring accountability and effective financial management; driving economic development; supporting education, training, and capacity building; strengthening management control initiatives; advancing information technology (IT); boosting energy production; safeguarding natural and cultural resources; empowering youth programs; promoting health initiatives and health IT systems; enhancing public safety and emergency preparedness; and improving data systems.

ELIGIBILITY

Eligible Applicants

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

Additional Information on Eligibility

Eligible applicants are non-federal entities such as local government agencies (including utilities) in the territories of American Samoa, Guam, the Commonwealth of the Northern Mariana Islands, and the U.S. Virgin Islands; and in the Freely Associated States, which are the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau; hospitals/health centers, institutions of higher education and any non-profit organizations whose projects directly benefit one or more of the seven insular areas in accordance with Federal regulations contained in the Code of Federal Regulations Title 2, Part 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" or 2 CFR 200.

Per 2 CFR 200.444, OIA cannot provide funding to the Judicial or Legislative branches of local governments.

Please see the Application Package Checklist.

Restrictions and Requirements for Non-U.S. Entities or Projects

- We do not fund [countries supporting terrorism subject to U.S. sanctions](#).
- We do not fund [countries under U.S. Treasury sanctions without licenses](#).
- You must get all required approvals for work outside the U.S. We are not responsible for your compliance with local rules.
- For projects over \$500,000, you may need to comply with [2 CFR 175.105\(b\)](#) before we make an award.

Cost Sharing Requirement

Cost Sharing Required?

No

GET READY TO APPLY

Required System Registrations

Unique Entity Identifier and SAM.gov Registration

Before applying, all **applicants** except individuals applying as a natural person **must be registered in SAM.gov**. During the SAM.gov registration the entity will obtain their Unique Entity Identifier (UEI).

The SAM.gov registration process can take several months. If your organization is not already registered in SAM.gov, begin the registration process as soon as possible.

To register in SAM.gov, go to the [SAM.gov website](#) and use the available resources to complete registration.

- **Financial assistance registrants** must review and certify compliance with the SAM.gov “Financial Assistance General Representations and Certifications”.
- **Already registered?** You already have a Unique Entity ID. Before applying, check that your “Financial Assistance General Representations and Certifications” on SAM.gov is complete. Remember to renew your registration every year to keep it active while you have an award or application in progress. You can update your registration whenever you need, including during renewal.
- **Need help?** For additional information and contact information on the [SAM.gov Help page](#).

This program may allow an applicant to apply while their SAM.gov registration is in progress, with prior approval. For more information, refer to the point of contact identified in the Basic Information section above.

Refer to Attachment – Submission Instructions & Tips.

GRANTS.GOV

This program accepts applications through [Grants.gov](#) so once you receive your UEI return to Grants.gov to [register](#) with Grants.gov. Please allow 30 days to register and set up a Workspace in Grants.gov. See [Submission Instructions](#) section below for additional details.

PROGRAM OVERVIEW

Program Goals

- To build capacity and support the insular areas in the following program areas that are priorities, but not limited to: Accountability, financial management, economic development, education, training, capacity building, management control initiatives, information technology (IT), energy production, natural and cultural resources, youth programs, health initiatives and health IT systems, public safety/emergencies, and data improvements. Funding may also be used for other unmet needs, such as needs related to disaster planning and response.

Program Description

The Technical Assistance Program (TAP) is available to support short-term projects intended to meet immediate, urgent, or unmet needs in the insular areas. This year TAP funds may be used for a wide range of priority purposes, with the following being key focus areas: disaster planning, response, and recovery with a strong emphasis on risk assessments and measures to enhance resilience; ensuring accountability and effective financial management; driving economic development; supporting education, training, and capacity building; strengthening management control initiatives; advancing information technology (IT); boosting energy production; safeguarding natural and cultural resources; empowering youth programs; promoting health initiatives and health IT systems; enhancing public safety and emergency preparedness; and improving data systems.

These priorities reflect the Administrations' commitment to strengthening the nation's resilience and ensuring long-term success across multiple sectors.

Certified Local Governments are encouraged to prioritize projects in support of the celebration of America’s 250th birthday (American250). This may include, but is not limited to, preservation planning, interpretation, public engagement, and rehabilitation projects that recognize and honor the nation’s founding, history, and cultural heritage.

TAP grants are not intended to supplant local funding of routine operating expenses of an insular government or organization or to be used for construction projects. “Routine operating expenses” include the purchase of office supplies and equipment upgrades, such as new computers, that are not necessitated as part of a broader project, such as the installation of new financial management software. TAP grants are not intended to fund the salaries of local, existing, employees (see Section D. Application Restrictions) though they may be utilized to provide temporary short-term expertise if approved in the proposal budget.

TAP funding is not intended for purchase of standard or routine vehicles, though specialized vehicles, such as ambulance or fire trucks, may be considered. Costs associated with providing training should be limited to permanent career staff.

OIA’s limited grant funding should not, in general, be used to fund the training costs, including travel costs, of insular area political officials with limited terms or appointments.

Legislative Authority

48 U.S. Code § 1469d. General technical assistance

Type of Award

Projects will be funded through G (Grant).

PREPARE YOUR APPLICATION

Application Content and Format

Pre-Application Requirements

Prior to applying, applicants should review presidential actions found at: <https://www.whitehouse.gov/presidential-actions/> and DOI Secretary’s Orders found at: <https://www.doi.gov/document-library/secretary-order>. By applying in response to this Notice of Funding Opportunity, the applicant certifies awareness and compliance with all currently effective and applicable executive orders and secretary’s orders, including but not limited to the Executive Order titled Ending Radical and Wasteful Government DEI Programs and Preferencing as well as the Executive Order and Secretary’s order titled Restoring Truth and Sanity to American History. Applicants are responsible for ensuring their proposed activities are consistent with the intent and requirements of these directives.

Application Documents

Applicants must submit the following forms with their application as specified below. Instructions for accessing and submitting application forms are provided in the [Submission Instructions](#) section of this document below. For instructions on completing form fields, see the form instructions on the [Grants.gov Forms Repository](#).

Forms/Assurances/Certifications	Submission Requirement
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SF-424, Application for Federal Assistance Note: For applicants requesting more than \$100,000 in Federal funds, the Authorized Representative's signature (or electronic equivalent) on the Application for Federal Assistance form also represents their certification of the statements in Appendix A to 43 CFR 18-Certification Regarding Lobbying	Required from all applicants
SF-424A, Budget Information – Non-Construction Programs; PLEASE FILL OUT ALL PAGES OF THIS FORM	Required for non-construction projects
SF-424C: Budget Information – Construction Programs	Required for construction projects
SF-LLL, Disclosure of Lobbying Activities	Required if requesting more than \$100,000 in Federal funds <u>and</u> the applicant has used or plans to use funds other than Federal appropriated funds for lobbying related to the proposed project.
Project Abstract Summary (OMB 4040-0019). Must include, in plain language: <ul style="list-style-type: none"> • Award purpose, • Activities to be performed, • Expected deliverables or outcomes, • Intended beneficiaries, Subrecipient activities (if known or specified at time of award)	Required from all applicants

On your SF-424, you must include the UEI for the office that the funding flows through. For example, if your office is part of a larger local government, and the funding flows through the Department of Treasury/Administration/Finance/etc., **you must use that office's UEI, not your office's UEI.** The same applies for the reverse; if your past grant funding previously flowed through your office, but a different office is submitting your application for you, **be sure they use your office's UEI.** This may mean you have to submit your proposal from your own office moving forward.

PLEASE FILL OUT THE SECOND PAGE OF THE SF-424 A/C, WITH THE OBJECT CLASS CATEGORIES

Project Narrative

Signed and Dated Cover Letter (should be included with grants.gov attachments, should not be mailed): The cover letter should briefly summarize the application and be signed by an Authorized Representative of the applicant organization. Cover letters should be addressed to:

John D. Brewer

Director

Office of Insular Affairs
U.S. Department of the Interior

1849 C Street, N.W.
Washington, D.C. 20240

Project Narrative - In this section provide the description of the program-specific requirements for project narrative statements. Indicate any restrictions on length, as applicable. Application narrative requirements may include:

- Project title;
- Description of entity(ies) undertaking the project;
- Statement of need;
- Goals and objectives;
- Timetable;
- Description of stakeholder coordination or involvement;
- Required project monitoring and evaluation plan, including description of assessment tools to be used;
- Other program- or project-specific narrative requirements;
- Priority listing for multiple projects;
- Grant Recipient and Grant Manager with address, phone number and email;
- Financial Capability questions.

Application Preparation: Applications should be prepared and submitted by the entity who would receive the grant award. Applications submitted and prepared by a third party, such as an existing contractor or a potential contractor who may benefit from the grant, are not considered allowable. Please note that grant recipients must follow the applicable procurement procedures contained in 2 CFR 200 when procuring services and goods under OIA grants.

Application Format: OIA does not require a standard narrative format; however, your proposal should include all the following elements to receive full consideration:

1. Detailed Project Description(s): Describe the project(s) and activities being proposed, in detail.

2. Detailed Project Timeline(s): Provide a detailed project timeline for the completion of the projects or activities proposed.

3. Statement of Need: Describe, in detail, why this project is necessary and include supporting information. Summarize previous or ongoing efforts (of your organization as well as outside organizations) relevant to the proposed work. For example, if the proposed project assists with resolving a government's audit findings; detailed information about the audit, the resulting finding, and how this project will assist in resolving that finding, should be included in the project narrative.

4. Project Goals and Objectives: State the long-term goals of what you want to achieve. Objectives are the specific steps you will take to reach your stated goals. State your objectives, which must be specific, measurable, and realistic (attainable within the project's period of performance).

Performance Goals

All applications must include at least one performance measure (output & outcome) that corresponds to the proposed project objective. If the grant is chosen for award, the applicant will need to report on the performance measure in narrative project reports that are submitted.

The narrative portion of the application must:

- Describe the expected outputs and the potential outcomes to communities, the economy, and the environment.
- Describe how the project supports the Agency's priorities described in the Executive Summary section.
- Describe how progress toward achieving the expected outputs and social, economic, and environmental outcomes will be tracked and measured.

Please note that the performance measures need to be reported on in every Performance Progress Report submitted. If performance goals are not being met, a detailed explanation of why they are not being met should be included in the report.

5. Priority Listing for Multiple Projects: If multiple projects are being proposed, please provide a listing of the proposed projects in order of priority. An example is provided below:

Summary PRIORITY PROJECTS

<i>Priority Project (list in priority order)</i>	<i>Requested Amount</i>
1. <i>Priority 1 - Project [Name]</i>	\$
2. <i>Priority 2 - Project [Name]</i>	\$
3. <i>Priority 3 - Project [Name]</i>	\$
<i>Total Technical Assistance Request for Fiscal Year 2025</i>	\$

6. Grant Recipient: Please provide the name, title, and address of person to who the grant award, if made, should be addressed. This is normally the head of the local government or organization.

7. Recipient Grant Manager: Please provide the name, title, and contact information for the person who will be the day-to-day grant manager if the proposal is funded. Contact information should include the mailing address, phone number, fax number and email address (as applicable).

8. Project Abstract: This should only be one page and should include the following information. If awarded, this information will be input into USA spending to inform the public.

- Award Purpose

- Activities to be performed
- Expected deliverables or outcomes
- Intended Beneficiaries
- Subrecipient activities

Application Package Checklist

A complete **application package** should include:

- Core SF-424 Application for Federal Assistance form
- SF-424A Budget Information – Non-Construction Programs (Or SF-424C) (Please fill out all pages of this form)
- SF-424B Assurances – Non-Construction Programs (Or SF-424D)
- Signed and Dated Cover Letter
- Project abstract (must include award purpose, activities to be performed, expected deliverable, intended beneficiaries, and subrecipient activities)
- Complete Project Narrative: detailed project description, detailed budget, detailed timeline, statement of need, project goals and objectives, priority listing (if applicable), grant recipient and grant manager.
- Performance Measures - at least one performance measure (output & outcome) that corresponds to the proposed project objective
- Letters of Support - **Letters of support should be addressed to John D. Brewer, Director, Office of Insular Affairs, and they should be transmitted electronically on grants.gov with the other proposal documents;** Letters of support are not mandatory but do contribute to the scoring of the proposal.
- Negotiated indirect cost rate agreement, and detailed calculations spreadsheet showing how final indirect costs were calculated including notations of any variations from the established rates and showing itemized list of costs excluded from the calculations.
- Responses to Financial capability questions in section D.6.
- Copy of your entity's audit summary page with findings. (Please see Financial Capabilities section below for further information)
- Statement indicating if there is any overlap between this federal application and any other federal application, or funded project. If no such overlap exists, please state in the proposal: “There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regard to activities, costs, or time commitment of key personnel.” Please see the *Overlap or Duplication of Effort Statement* language in the “Other Documentation” section of this announcement for further guidance, if needed.
- Conflict of Interest statement, if applicable.

Application Restrictions

Applications should not include requests to fund force accounts:

Force Accounts: A force account refers to a grantee’s own (existing) personnel being charged to the grant. In general, OIA is opposed to funding force accounts with its grants, however, outside

expertise and consultant services will be considered if detailed in the project narrative and budget.

Budget Narrative

Applicants must describe and justify items and costs listed in their budget. The budget narrative must identify the following cost items: total estimated costs, non-Federal cost share, third-party contributions, and any pre-award costs. Total project cost is the sum of all allowable costs, including required and voluntary cost share and third-party contributions.

Budget items must be:

- Reasonable, allowable, allocable, and necessary
- Compliant with [2 CFR §200 Subpart E](#) cost principles

Indirect Costs: Applicants must indicate in their budget narrative how they will charge indirect costs, including the rate to be applied:

- De Minimis Rate: If eligible, state if your organization is opting to use the de minimis rate of up to 15% of total modified direct costs. Entities that do not have a current Federal negotiated indirect cost rate (including provisional rate) may propose to use the de minimis rate. For more information, refer to [2 CFR 200.414\(f\)](#).
- Negotiated Rate: State if you will negotiate with your cognizant agency. If your organization has previously negotiated a rate, attach a copy of the most recently negotiated rate agreement (active or expired).

Detailed Project Budget(s): OIA does not require a cost share. Provide detailed budget information for the proposed project(s) and activities. A budget breakout chart, by category, is suggested. Please make sure to explain categories that are not self-explanatory, such as “OTHER”, in full. If your project exceeds \$500,000, please provide tier options with detailed descriptions, to make selection of individual tiers possible when TAP funds are limited. If charging indirect cost, please include or attach a copy of the negotiated indirect cost rate agreement and detailed calculations spreadsheet showing how final indirect costs were calculated including notations of any variations from the established rates and showing itemized list of costs excluded from the calculations. Please note that all activities and costs to be charged to the grant must be in full compliance with the applicable cost principles:

Entity incurring costs	Applicable directive
State, local, or Federally recognized Indian Tribe	2 CFR 200 Subpart E - Cost Principles; 200.416-200.417 - Special Considerations for States, Local Government, and Indian Tribes
Non-profit organization	2 CFR 200 Subpart E – Cost Principles
Institution of Higher Education	2 CFR 200 Subpart E – Cost Principles; 200.418 - 200.419 – Special Considerations for Institutes of Higher Education

Conflict of Interest and Unresolved Matters Disclosures:

If any actual or potential conflict of interest exists related to this project at the time of application, the applicant must provide sufficient information to support a program determination

of significance per [2 CFR 1402.112](#). Refer to [2 CFR 200.112](#) Conflict of Interest and [2 CFR 200.113](#).

Overlap or Duplication of Effort Statement:

Applicants must state in their application if the activities, costs, or time commitment of key personnel proposed in this application overlap with those in any other Federal proposal or award or not. If no overlap exists, include a statement to that effect. If any overlap exists, provide:

- Activities: Description any overlapping activities.
- Costs: Description of any overlapping costs.
- Time: Description of any overlapping key personnel time.
- A copy of any overlapping or duplicative proposal submitted to any other potential funding entity.
- Details on when any overlapping proposal was submitted, to whom, and the expected date of the funding decision.

Other Required Information

Financial Capabilities - OIA will check SAM.gov for active exclusions for each applicant. If you'd like to submit any additional information regarding exclusions or financial capabilities, please include it in your narrative proposal.

All non-profit applicants must answer the following questions:

Does your organization undergo an annual single audit or independent financial audit (Yes/No)? If yes, answer questions 1 and 2. If no, answer questions 3, 4 and 5.

1. Was the audit uploaded on the single audit clearinghouse? If so, please provide the EIN number for the audit and also include with your proposal a copy of the audit summary page with findings, and specify the last audit year that was completed.

2. Did your organization receive an unqualified opinion on this audit (Yes/No)? If no, did your organization receive a qualified, adverse, or disclaimer of opinion on the audit (yes/no)?

If you do not have a recent audit, please answer the remaining questions.

3. Does your organization have independent financial capabilities that can comply with the financial management and accounting requirements detailed in 2 CFR 200, including, but not limited to, policies and procedures in place that meet the financial management standards in 2 CFR §200.302 (yes/no)?

4. Does your organization have a financial unit? If so, please describe the staffing and structure (such as the number of CPAs, utilization of accounting software etc.)

5. Has your organization received and managed federal grant funding before (Yes/No)? If yes, please provide information from the last three years on the federal awarding agency you received funding from, a point of contact at the agency, and the amount of grant funding received.

SUBMISSION REQUIREMENTS AND DEADLINES

Address to Request Application Package

All proposals must be submitted via grants.gov. OIA will only allow for alternative submissions for extenuating circumstances, with prior approval from OIA. Individual extensions may also be approved for extenuating circumstances, with prior OIA approval.

PLEASE DO NOT WAIT UNTIL THE DAY OF THE APPLICATION DEADLINE TO LOG IN TO GRANTS.GOV. PLEASE BE SURE YOU CAN LOG IN **AND** HAVE ACCESS TO SUBMIT FOR YOUR ENTITY BEFORE THAT DATE. NOT BEING ABLE TO LOG IN TO GRANTS.GOV OR REALIZING YOU DON'T HAVE THE RIGHT ACCESS FOR YOUR ENTITY ON THE DAY OF THE DEADLINE IS NOT AN EXTENUATING CIRCUMSTANCE. Give yourself plenty of time to upload your application.

Program Website Link : <https://www.doi.gov/oia/financial-assistance>

Submission Dates and Times

Closing Date for Applications: 08/15/2025

Closing Date Explanation

Electronically submitted applications must be submitted no later than 11:59 PM, ET, on the listed application due date (August 15, 2025).

Submission Instructions

Apply Through Grants.gov

To apply through [Grants.gov](https://grants.gov), please follow the instructions in the [Quick Start Guide for Applicants](#). Before applying, ensure that at least one person at your organization is registered and has the Authorized Organization Representative (AOR). Only the AOR can submit the application. If you need more users, they must create their own Grants.gov account. Follow these steps below to apply:

- *Create a Workspace:* Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
- *Complete a Workspace:* Invite participants to the workspace so you can collaborate on the application. Required applications forms are included in the Grants.gov Funding Opportunity Package and can be completed in the Workspace, unless noted otherwise in the Required Forms table above. Check for errors before submission.
- *Submit a Workspace:* An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab
- *Track a Workspace Submission:* After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application.

The system generates a date and time stamp and sends it to the applicant's AOR via email as proof of submission. Make sure your application passes the Grants.gov validation checks. Do not encrypt, zip, or password-protect any files. Only registered individuals in SAM as both a user and an AOR can submit applications. Please allow 30 days to register in Grants.gov.

Application System Technical Support: For Grants.gov technical registration and submission, downloading forms, and application packages, contact Grants.gov Customer Support at 1-800-518-4726 or by email at Support@grants.gov.

APPLICATION REVIEW INFORMATION

Eligibility Review

During the eligibility review, the application is checked for timely submission, completed packages (see [Application Documents](#) above) and alignment with the requirements of this announcement. The Federal agency may remove an application if it does not pass the eligibility review.

Eligible applicants are non-federal entities such as local government agencies (including utilities) in the territories of American Samoa, Guam, the Commonwealth of the Northern Mariana Islands, and the U.S. Virgin Islands, and in the freely associated states which are– the Federated States of Micronesia, the Republic of the Marshall Islands, and the Republic of Palau; hospitals/health centers, institutions of higher education and any non-profit organizations whose projects directly benefit one or more of the seven insular areas in accordance with Federal regulations contained in the Code of Federal Regulations Title 2, Part 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" or 2 CFR 200.

Per 2 CFR 200.444, OIA cannot provide funding to the Judicial or Legislative branches of local governments.

Please see the Application Package Checklist.

If an applicant selected for funding hasn't finished their SAM.gov registration (see [2 CFR 25.200](#) and [2 CFR 25.110](#)) when the federal agency is ready to make an award, we may decide that the applicant is ineligible for the award and choose to grant it to someone else. Please refer [2 CFR 25.205](#) for more information.

Prior to making an award, the DOI checks the anticipated recipient and their key project personnel against the current list of prohibited or restricted persons or entities in the System for Award Management (SAM.gov) Exclusions database. We are prohibited from making an award if a recipient or any key personnel are found ineligible, prohibited, restricted, or otherwise excluded from receiving or participating in an award, as their ineligibility condition applies to this program.

If removed from consideration for ineligibility, the Federal agency will notify the applicant in writing.

Merit Review

1. The narrative is clear and detailed, and the desired outcome is identified, and the performance measures are identified and measurable. Maximum Points: 20

20	The project description is clear and detailed, and the desired outcome is clearly identified, the performance measures are identified and measurable.
15	The project description somewhat detailed, and the desired outcome is identified, the performance measures are somewhat identified.

<u>1</u>	The project description is not clear or there are no performance measures identified.
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2. The project aligns with one or more of the Office of Insular Affairs' TAP priorities listed in the announcement and/or aligns with Congressional and/or Administration priorities.

Maximum Points: 20

<u>20</u>	The proposed project aligns with one or more of the Administration's top priorities (listed below): Disaster planning and response, accountability, financial management, economic development, education, training, capacity building, management control initiatives, information technology (IT), energy production, natural and cultural resources, youth programs, health initiatives and health IT systems, public safety/emergencies, and data improvements.
<u>15</u>	The proposed project aligns with one or more of the general TAP program goals and meets urgent, unmet needs of an insular area.
<u>1</u>	The proposed project minimally aligns with one of the general TAP program goals.

3. The Project budget is reasonable. Maximum Points: 10

<u>10</u>	The Grant application budget is comprehensive and well detailed. All budget items are allowable reasonable, and directly relevant to the project. The budget reflects competitive sourcing and reasonable cost comparisons. Indirect Cost Rate agreement was included, along with the calculations.
<u>5</u>	The grant application budget presents basic information, although there are some questions and possible inadequacies in terms of appropriateness, technical soundness, and application. Indirect Cost Rate agreement was included, along with the calculations.
<u>1</u>	The grant application budget minimally presents basic information. Some budget items may not be appropriate and there are major questions regarding technical soundness and applicability.

4. The project timeline in reasonable. Maximum Points: 10

<u>10</u>	The grant application timeline is reasonable, comprehensive, and well detailed. It maintains the three year or less grant period for TAP grants.
<u>5</u>	The grant application presents a timeline with general appropriateness, although it is less detailed and there are some questions or concerns regarding the proposed project length.
<u>1</u>	The grant application presents a timeline that minimally presents basic information.

5. If the applicant is a previous OIA grantee, their prior performance was acceptable.

Maximum Points: 10

<u>10</u>	Recipient has met all objectives in previous award(s) and reported on outcomes and performance measures; on schedule to meet all objectives in current award(s) or Recipient met most objectives in previous award(s) and the reason(s) for delay or non-performance was(were) unavoidable or recipient has no past or current award with the bureau.
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<u>5</u>	Recipient has no previous awards or recipient may have had issues with meeting objectives in current or past award(s) or in reporting on outcomes and performance measures, but was responsive to bureau communications or request for information or action related to the issue(s). Issue(s) was(were) resolved.
<u>1</u>	Recipient failed to deliver proposed outcomes/outputs on previous award(s); significantly behind schedule or failing to meet maintenance of effort required on current award(s) due to failures within recipient's control to correct. Recipient significantly failed to comply with award terms and conditions. Recipient was not responsive to communications or requests for information or action related to the issues. Issues were never resolved.

6. Reporting Compliance. Maximum Points: 10

<u>10</u>	Recipient has a history of submitting timely performance and financial reports.
<u>5</u>	Recipient has no previous reporting requirement; or Recipient has asked for reporting extensions for performance and financial reports or has been periodically late in submitting these reports.
<u>1</u>	Recipient has been consistently late in submitting performance and financial reports.

7. Active Exclusions. Maximum Points: 5

<u>5</u>	The recipient has no Active or Inactive Exclusions in SAM.gov
<u>3</u>	The recipient has Inactive Exclusions on SAM.gov, but program has positive prior experience with recipient.
<u>1</u>	The recipient has Active Exclusions in SAM.gov but bureau/office can mitigate risk by adding conditions to the award.

8. The project has support and/or participation from major stakeholders and local government officials. Maximum Points: 15

<u>15</u>	In order to obtain a score of 15, the application must include one of the following: - The proposal is in the top third of the Governor, President or designee's list of priority projects. (A priority ranking will affect score more than a letter of support from the ranker; e.g. if you only have one letter of support from the Governor but your proposal is ranked low by the Governor, the score we assign will be based on Governor's priority listing.) - The proposal includes at least three letters of support from key partners and supporters outside of its own organization or agency and/or has known Congressional or Administration support (including such things as historical support by Congress and/or Administration).
<u>7</u>	In order to obtain a score of 7, the proposal must contain one of the following: The proposal is in the middle third of the Governor or President's list of priority projects. At least one letter of support has been submitted, and the proposal demonstrates that there will be local government involvement in the project.
<u>1</u>	The project will have little, if any, support. The proposal is in the bottom third of the Governor or President's list of priority projects.

Review and Selection Process

This program reviews proposed budgets to ensure:

- figures are correct
- estimated costs are necessary and reasonable and clearly linked to project narratives
- avoid obviously unallowable costs
- identify costs requiring prior approval
- ensure indirect cost rates are applied correctly
- confirm cost sharing requirements are reflected in the budget.

This program reviews applications for potential overlap or duplication between the proposed project and any other funded or proposed project. Depending on the circumstances, DOI may choose to not make an award.

Prior to conducting the comprehensive merit review, an initial review will be performed to determine whether: (1) the applicant is eligible for an award; (2) the information required by the NOFO has been submitted; (3) all mandatory requirements of the NOFO are satisfied; (4) the proposed project is responsive to the program objectives of the NOFO (program determination); and (5) the proposed project is in compliance with all applicable executive and secretary orders, including the President's executive order on Ending Radical and Wasteful Government DEI Programs and Preferencing as well as the executive order and Secretary order on Restoring Truth and Sanity to American History. If an applicant fails to meet the requirements or objectives of the NOFO, or does not provide sufficient information for review, the applicant will be considered nonresponsive and eliminated from further review.

The OIA TAP division reviews applications for potential overlap or duplication between the proposal project and any other funding or proposed project. Depending on the circumstances, DOI may choose to not make an award.

The OIA TAP division will review, score and evaluate all eligible applications, with consideration for input from Insular Area leadership and others, before providing recommendations to the Assistant Secretary for Insular and International Affairs for final project selection. The Assistant Secretary will select the successful proposals. The Assistant Secretary and/or designated official will consider the merit review, as well as the amount of funds available and the following program policy factors when making recommendations for funding:

1. Geographic distribution of funding
2. Emergency Situations

All applications for funding will be considered using the criteria outlined above. In order to comply with financial assistance regulations, 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," past performance information will be recognized during the selection process. Scores will be provided to the applicant if requested.

Decision Timeframe: Decisions on funding of project proposals may extend into fiscal year 2026. Please note that once all final decisions have been made, applications that have not

been selected for funding will receive automated denial notifications, transmitted via email to the applicant from Grant Solutions. For inquiries about your proposal, please be sure to note the application number generated by grants.gov for your proposal, and contact the OIA Grant Manager of the grant program with the grant proposal, application number and insular area.

All applicants, but especially first-time applicants, are strongly encouraged to review Code of Federal Regulations Title 2, Part 200 (2 CFR 200) to familiarize themselves with the Department of the Interior's administrative requirements, particularly the financial management requirements, associated with managing federal grant funding. 2 CFR 200 can be viewed using the following link: http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

Risk Review

Prior to making an award, the program assesses the risk posed by the applicant per [2 CFR 200.206](#). If an award will be made, the program may apply special conditions corresponding to the risk assessed. For awards over the simplified acquisition threshold (currently \$250,000), the program reviews eligibility and financial integrity information in the applicant's SAM.gov records per [2 CFR 200.206\(a\)](#). The program also assesses financial management capabilities, project delivery experience, staffing resources, past performance, administration and reporting compliance records, and overall project complexity and potential challenges.

AWARD NOTICES

Notices of Federal Award are sent electronically via GrantSolutions or e-mail. These notices outline the terms, conditions, and payment instructions per [2 CFR 200.211](#). The Notice of Federal Award signed by an authorized Grants Officer is the legal instrument obligating financial assistance to a recipient. Any other prior notice is not an authorization to begin work. If the program allows pre-award costs per [2 CFR 200.458](#), beginning performance before receiving a Notice of Federal Award is at the applicant's own risk.

Anticipated Project Start Date: 10/01/2025

Anticipated Project End Date: 09/30/2029

Award Instrument Information

- Projects will be funded, subject to availability of funds, by issuance of a grant agreement.
- Agreements will include a cover letter signed by an Office of Insular Affairs official and a grant award document issued by the Grant Manager.
- The recipient shall obtain prior approval for any budget or program revisions.

Funding Restrictions

- All funding is contingent upon the availability and appropriation of funds by the United States Congress.
- Costs must be allowable in accordance with the applicable Federal cost principles referenced in 2 CFR 200, Subpart E – Cost Principles.

- All projects must receive an Authorization to Proceed (ATP) before beginning any work except work related to compliance with the National Environmental Policy Act (NEPA).

Submission from Successful Applicants

- If selected for possible award, OIA reserves the right to request additional or clarifying information for any reason deemed necessary.
- The Office of Insular Affairs will notify the applicant if only a portion of the application is selected for funding and if any special terms and conditions are required for their grant.

Award Notices

- After an applicant's proposal is selected for award, the applicant will receive a letter from OIA.
- The Office of Insular Affairs anticipates that the grant recipients and projects selection will extend into fiscal year 2026.

Administration and National Policy Requirements

- Code of Federal Regulations – By accepting financial assistance, your organization agrees to abide by the applicable Federal regulations in the expenditure of Federal funds and performance under this program: 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

POST AWARD REQUIREMENTS AND ADMINISTRATION

Administration and National Policy Requirements

For award administration and national policy requirements, see the [DOI General Terms and Conditions](#). Infrastructure projects require the use of American iron, steel, manufacture products, and construction materials per [2 CFR 184](#).

OIA specific terms and conditions will be provided with grant documents for all new grants.

Geospatial Data

If you receive financial assistance from the Department of the Interior (DOI), recipient must follow these rules for geospatial data:

Follow Federal Standards: All geospatial data you collect or create must meet the standards set by the Federal Geospatial Data Committee (FGDC) or the Department of the Interior. This is required by the Geospatial Data Act of 2018, which is part of Public Law 115-254, specifically in Subtitle F (Geospatial Data), sections 751-759C (codified at [43 U.S.C. §§ 2801–2811](#)).

Include Metadata: Your Geographic Information Systems (GIS) files must include complete metadata. Metadata is information that describes the data, such as where it came from, how accurate it is, and how it should be used. This is to ensure that anyone using the data understands its context and quality.

Check for Existing Data: Before you start collecting new geospatial data, you need to check GeoPlatform.gov. This is to see if there is already existing geospatial data from federal, state, local, or private sources that can meet your needs and is available for free. If such data is available, you should use it instead of gathering new data.

These rules help ensure that geospatial data is reliable, high-quality, and that resources are used efficiently.

Reporting

The recipient's Notice of Award will detail all reporting requirements, including frequency, due dates, and instructions for requesting extensions. In general, but not limited to, recipients must:

- Submit Federal Financial reports and Program Performance reports.
- Use the [Federal Financial Report \(SF-425\) form](#) for financial reporting,
- Monitor award activities and report on program performance per [2 CFR 200.329](#),
- Promptly notify the awarding program in writing of any issues, delays, or conditions impairing award objectives per [2 CFR 200.329\(e\)](#),
- Disclose any conflicts of interest related to their award that arise during the award period per [2 CFR 1402.112](#),
- Report on the status of real property acquired under the award in which the Federal government retains an interest per [2 CFR 200.330](#), and
- Report all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award per [2 CFR 200.113](#).
- Report any matters related to recipient integrity and performance to SAM.gov per [Appendix XII to 2 CFR 200](#).
- If the Federal share of the award is more than \$100,000 and the recipient makes or agrees to make any payment using non-appropriated funds for lobbying in connection to the award, disclose those activities using the Disclosure of Lobbying (SF-LLL) form per [43 CFR 18.100](#).
- Federal Funding Accountability and Transparency Act of 2006 (FFATA) requires certain recipients to report information on executive compensation through SAM.gov and information on all sub-awards, subcontracts, and consortiums over \$30,000 to the [FFATA Subaward Reporting System \(FSRS\)](#).

The standard grant reporting requirements are listed below:

- A narrative and financial project status report will be due semi-annually for the periods beginning January 1 and ending June 30 and beginning July 1 and ending December 31.
- Reports are due within 30 days of the end of the period (i.e. January 30 and July 30). Final reports are due 120 days after the expiration or termination of the award.
- Please note that the performance measures need to be reported on in every Performance Progress Report submitted. If performance goals are not being met, a detailed explanation of why they are not being met should be included in the report.

These standard reporting requirements will apply to all awards unless otherwise indicated in the Terms and Conditions section of the award. Additional requirements are assigned on a case-by-case basis and may also be found in the Terms and Conditions section of the award.

Other Information

H1. 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 OIA.

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.

H2. Audits

In accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements, non-Federal entities that expend financial assistance of \$750,000 or more in Federal awards will have a single or a program-specific audit conducted for that year. Non-Federal entities that expend less than \$750,000 a year in Federal awards are exempt from Federal audit requirements for that year, except as noted in 2 CFR 200.503. In addition, grantees are subject to site visits and audits by the Department of Interior (DOI) and other Federal officials.

H3. Marketing and Branding

A graphic of the U.S. flag, accompanied by the following language, "Funding provided by the U.S. Department of the Interior, Office of Insular Affairs", should be displayed on all signage that is intended to identify the project and funders, as appropriate. The graphic and language should be included for all programs, projects, assistance, activities, and public communications, including news articles, partially or fully funded by the Office of Insular Affairs. The U.S. flag may replace or be used in conjunction with the OIA seal. If the seal is displayed, it must remain intact and unchanged, and may only be displayed using either the standard color scheme or a single color that complements the background where it appears. The U.S. flag and language or OIA seal should be publicly displayed on the final product. The OIA Grant Manager should be contacted for an electronic version of the U.S. flag and Office of Insular Affairs seal if needed.

H4. Modification or Changes to the Announcement

Notices of any modifications to this announcement will be posted on Grants.gov. When you download the application materials at Grants.gov, you can also register to receive notifications by email of any changes or modifications to this announcement.

H5 . Government Right to Reject or Negotiate

The Office of Insular Affairs reserves the right, without qualification, to reject any or all applications received in response to this announcement and to select any application, in whole or in part, as a basis for negotiation and/or award.

H6. Notice of Right to Conduct a Review of Financial Capability

The Office of Insular Affairs reserves the right to conduct an independent third party review of financial capability for applicants that are selected for negotiation of award.

H7. Notice of Potential Disclosure under Freedom of Information Act

Applicants should be advised that identifying information regarding all applicants, including applicant names and/or points of contact, may be subject to public disclosure under the Freedom of Information Act, whether or not such applicants are selected for negotiation of award.

H8. Personally Identifiable Information

In responding to this Announcement, applicants must ensure that Protected Personally Identifiable Information (PII) is not included in the Application Package. These documents will be used by the Technical Assistance Grant Program Review Panel in the review process to evaluate each application. PII is defined by the Office of Management and Budget (OMB) as:

Any information about an individual maintained by an agency, including but not limited to, education, financial transactions, medical history, and criminal or employment history and information that can be used to distinguish or trace an individual's identity, such as their name, social security number, date and place of birth, mother's maiden name, biometric records, etc., including any other personal information that is linked or linkable to an individual. This definition of PII can be further defined as: (1) Public PII and (2) Protected PII.

1. Public PII:

PII found in public sources such as telephone books, public websites, business cards, university listing, etc. Public PII includes first and last name, address, work telephone number, email address, home telephone number, and general education credentials.

2. Protected PII:

PII that requires enhanced protection. This information includes data that if compromised could cause harm to an individual, such as identity theft