# DEPARTMENT OF THE INTERIOR
# U.S. Fish and Wildlife Service

Division of International Conservation
Wildlife Without Borders Programs

# Wildlife Without Borders – Latin America and the Caribbean

Catalog of Federal Domestic Assistance (CFDA):15.640

## Notice of Funding Availability &Application Instructions
## Fiscal Year 2012

Funding Opportunity Title: Wildlife Without Borders Latin America and the Caribbean
Announcement Type: New Applications
Funding Opportunity Number: F12AS00006
**Submission Deadline:** March 15th

**Agency Contact**

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**Failure to provide complete information, as outlined below, may cause delays, postponement, or rejection of a grant application.**

OMB No. 1018-0123
Expiration: 09/30/2014

# I. DESCRIPTION OF FUNDING OPPORTUNITY

The Wildlife Without Borders-Latin America and the Caribbean Program (WWB-LAC) funds projects designed to strengthen the ability of Latin American and Caribbean institutions to manage and conserve species, habitats, and ecological processes for the benefit of the people of the Americas and the world.

Of particular interest are projects that build the human and institutional capacity to effectively conserve and manage biodiversity in Latin America and the Caribbean through a holistic and inter-disciplinary approach with a primary emphasis on the social context.

Projects should take place in Latin America or the Caribbean. If any activities are to be conducted outside the region, the proposal must give a detailed explanation as to why those activities must be implemented outside the region. (Please note that Mexico is not included in the WWB-LAC program. Projects in Mexico are administered through the Wildlife Without Borders – Mexico Program.)

WWB-LAC is seeking proposals that will develop, strengthen, and/or replicate a graduate-level conservation training program for future conservation professionals.

**Background**
Ultimately, conservation is about people. While the biological sciences are essential to understanding the degree to which ecosystems and species are threatened and how to manage them, at the root of most threats are social, political, and economic conditions, such as poverty, population growth, and inadequate policy planning and implementation. The question is no longer whether to involve local communities in conservation, but how.

The needs and challenges to effective conservation are immediate, but long-lasting solutions require a, practical, broad-based approach. Future conservation professionals must be able to address the political, cultural and socio-economic dimensions in order to achieve effective conservation solutions. The U.S. Fish and Wildlife Service (USFWS) Wildlife Without Borders Regional Program for Latin America and Caribbean (WWB-LAC) seeks to support real-world training for future conservation professionals in the region.

**Program Goal**
To support the creation, implementation, and/or replication of innovative training programs in Latin America and the Caribbean (LAC) that will train future generations of resource managers through a holistic, cooperative, ecosystem-oriented approach adapted to the complexities of modern society and the interconnectedness of the landscapes upon which society depends.

**Program Design**

The essence of this initiative is to support the development and implementation of a graduate-level program focused on training future natural resources managers from across Latin America and the Caribbean. Our vision is that the design of this program, at the level of a Master's degree or equivalent, will include the following critical components:

1. **Interdisciplinary study**
   Expertise in specific fields is an important conservation tool, but the critical skill of the effective resource manager is to bring individuals together, each of whom has specific specialized skills. Interdisciplinary study should include classes on the social, economic, and scientific aspects of conservation.

2. **Ecosystem or landscape approach**
   The day has passed when management of land and living resources can be managed in isolation, independent of the changes going on around them. Each day the level of external impacts is increasing thus requiring a broader perspective on issues. This approach should be integrated throughout the curriculum.

3. **Conservation values**

Values, attitudes, behaviors, and political decision-making are the foundation upon which conservation must be built and learning techniques to address them. Therefore, the promotion of conservation values should be a core feature throughout the training program.

4. **People skills, problem solving, conflict resolution, and experiential learning**
   Achieving effective conservation requires engagement with a much greater cross-section of society than presently practiced. Consequently "people" skills – such as conflict resolution, facilitation, participatory methods and related skills must become part of a resource managers' toolkit.

5. **Teamwork**
   Resource management in today's environment is far too complex to be addressed only through individual effort. Engagement with stakeholders, the development of partnerships, and being able to listen and be sensitive to varying views are primary tools of the successful resource manager. As such, graduate-level training should include a substantial group project where teams of students address real-life, community-based natural resource management problems.

6. **Mentoring**
   The role of instructors is that of mentoring and guiding rather than lecturing and formal instruction. Instructors should be selected for their desire and capacity to educate rather than lecture, and may include project leaders and community experts as often as formal academicians.

7. **Measuring Student Success**
   It is essential that the measures of success reflect the skill sets desired of the students. For that reason, feedback from peers, communities and constituencies with whom students work should be included as a measurable to assess successful program completion.

## Program Implementation Framework

A training program with the elements listed above has the potential to make a decided difference in the effective management and use of natural resources throughout the Latin America and Caribbean region. The successful implementation of this training program initiative will be complex and challenging, and will likely require the following:

### Partnerships

The implementation of this training program initiative will best be achieved through broad-based partnerships involving a university, local and national governments, non-governmental organizations, stakeholder groups and local communities. Given the complexity of this training program, a partnership of groups working together is most likely to ensure all the components of success. Joint ownership of program delivery is essential to its success.

### Networking

It is important that students, professors, land owners, businesspersons, and civic groups interested in effective natural resources management have the opportunity to exchange information and ideas regarding lessons learned and best practices. It is also important that students be empowered to maintain contact with each other during and after the training program completion. Therefore, the training program initiative should create a networking mechanism to achieve these goals.

## Profile of the instructors

The training program instructors should have a great deal of practical, hands-on field experience working on conservation issues at the community level, whether it is rural or urban. It is extremely important that the instructors not only have experience with the communities, but that they are respected and trusted by the communities as well. The instructors do not need to be university professors, nor highly published in the field, but rather be knowledgeable of dynamic, team-based participatory teaching methods and have a solid understanding of conservation issues from a social perspective.

## Institutional capacity

The institution that delivers this training program should have a demonstrated ability to establish solid alliances with other training institutions, and governmental and nongovernmental organizations that are connected to environmental conservation in the country and/or region that have a history of delivering inter-disciplinary conservation programs. The institution also must have the flexibility to hire instructors with practical experience, accept accreditation from other institutions, and provide a long-term financial sustainability plan for the training program. Other requirements for the institution that delivers this training program include having adequate infrastructure, equipment, and the technological capacity to deliver the training program.

## II. AWARD INFORMATION

This program uses grant and cooperative agreements as financial assistance instruments. The type of assistance instrument to be used is the decision of USFWS.

*Grant Awards*

Due to the limited funds available, proposals demonstrating in-kind or financial matching support have a higher likelihood of being selected. Higher amounts may be requested with appropriate justification. The period of performance for projects awarded may be up to two years, starting on the date the award is signed by the USFWS. Past and present recipients of awards under this program are eligible, but must submit new proposals to compete for funding each year. This program uses grantand cooperative agreements as assistance instruments.

*Cooperative Agreements*

The criteria for funding levels, matching in-kind or financial support, period of performance, and the requirement for a new proposal for past and present recipients of awards are the same as under Grant Awards. For cooperative agreements, substantive involvement by the USFWS should be expected and may include collaborating jointly with the recipient partner in carrying out the scope of work, drafting the proposal and offering technical assistance. 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 of the USFWS and a rationale for why involvement of USFWS is needed to fulfill project objectives.

## III. ELIGIBILITY INFORMATION

**Eligible Applicants:**Applicants under this program can be: individuals; multi-national secretariats, federal, state and local government agencies; non-profit, non-governmental organizations; and public and private institutions of higher education. U.S. non-profit, non-governmental organizations must submit documentary evidence of their Section 501(c)(3) non-profit status.

**Ineligible Activities:** The Division of International Conservation will not fund:

- the purchase of firearms or ammunitions;
- buying intelligence information or paying informants;
- gathering information by persons who conceal their true identity;
- law enforcement operations that, to arrest suspects, prompt them to carry out illegal activities (entrapment);
- any activity that would circumvent sanctions, laws, or regulations of either the U.S. or the country of proposed activity;
- material support or resources to individuals, entities, or organizations of countries that the U.S. Department of State has identified as state sponsors of terrorism. These countries are: Cuba, Iran, Sudan, and Syria. (Exceptions may be allowed with clearance from U.S. Department of State)

**Applicant and Partner Contributions**: Applicants and/or other project partners must contribute funds to the project, which may include cash or in-kind contributions. Applicant and partner contributions cannot be included as contributions for any other federally assisted project or program. Funds provided by another U.S. Federal Government agency or another USFWS award cannot be reported as matching contributions, but should be noted and explained in detail. Only

verifiable contributions should be included as a match. A match shown during one year may not be repeated as a match in a subsequent proposal.

# IV. APPLICATION AND SUBMISSION INFORMATION

*Failure to provide complete information, as outlined below, may cause delays, postponement, or rejection of a grant application.*

**SUBMISSION DEADLINE: March 15** is the annual deadline for applications. A confirmation e-mail will be sent out to applicants once their submission has been received.

## 1. APPLICATION FORMAT AND CONTENT

You may submit your proposal in English or Spanish.(If you submit your proposal in Spanish, please be sure to include a one-page Project summary in English.) Proposals should not exceed 12 pages (i.e., application cover page, project summary, and project narrative.) Attachments (including budget, government letters of endorsement, maps, and bios) should be submitted in addition to the 12 pages.

Your proposal should include these elements:

### A. Application Cover Page

Complete the Application Cover Page located at http://www.fws.gov/international/dic/pdf/Cover_Page.pdf according to the instructions on page 3 of the form.

### B. Project Summary

BRIEFLY summarize your training program (referred to as "project" from here on after) in one page or less. This section should be a stand-alone summary of the proposed activities. It may or may not be shared with the public. Include the title of the project, geographic location, and a brief overview of the project. Goal(s), objectives, specific project activities, beneficiaries, and expected products can also be included in this section.

### C. Project Narrative

1. **Project Statement:** This section should present why your organization is best-suited to lead the establishment of an innovative training program based in the Latin America and Caribbean (LAC) region that will train future generations of resource managers through a holistic, cooperative, ecosystem-oriented approach adapted to the complexities of modern society and the interconnectedness of the landscapes upon which society depends.

   Explain how your proposal differs from past work or builds upon it. Explain the success or failures of past efforts by yourself or others, and how your proposal builds upon those efforts and lessons learned. Summarize previous or on-going efforts (of your organization as well as other international, national, regional, and/or local organizations or individuals) that are relevant to the proposed work.

2. **Project Goals and Objectives:** This section should answer the question, "What is your proposed training program and how will you implement it?" State the long-term, overarching goal(s) of your program. Objectives are the specific outcomes that you want to achieve in order to reach your stated goal(s). Your objectives must be attainable within the project period and should be specific, capable of being measured, realistic, and results-orientated. They should demonstrate how you will meet the critical components described under the "funding opportunity" section. (Objectives should form the basis for the project's monitoring and evaluation section, described later in the proposal.

3. **Project Activities, Methods, and Timetable:** This section should answer the question, "What are you going to do and how?" State the proposed project activities and describe how they relate to the objectives. Provide a detailed description of the methods for each activity. Provide a timetable indicating roughly when (over the life of the project) activities or project milestones will be accomplished. Include any tables, spreadsheets or flowcharts within the body of the narrative (DO NOT include separate attachments). The timetable should

not propose specific dates, but rather group activities for each month of the project period. To view a sample project timetable go to: http://www.fws.gov/international/DIC/pdf/Sample_timetable.pdf

4. **Stakeholder Coordination/Involvement:** This section should answer the question, "Who are you going to be working with?" Describe how you have coordinated with and involved universities, NGOs, other relevant organizations or individuals in planning your project, and how they will be involved in conducting project activities.

5. **Anticipated Benefits, Outputs, and Outcomes:** This section should answer the question, "What will we achieve?" Identify all expected project products/outputs (e.g., curricula, recruitment brochures and/or websites, number of people trained, hours of training provided, etc.).

   Once the outputs are identified, describe the intended impact of the products/outputs on the objectives. To track your progress toward achievement of each project objective, identify what you will measure (i.e., indicators), and how you will measure it (i.e., methods, sample sizes, survey tools). For example: For training, assessment tools to measure overall program success (e.g., including for students, instructors, and community and organizational partners, etc.) should be described and benchmarks should be stated.

   The USFWS 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 support the conservation of wildlife.

6. **Project Monitoring and Evaluation:** This section should answer the question, "How will we know that the project is working successfully?" Describe how you (or others) will monitor project progress and measure the project's results and impacts, including project performance indicators. Indicators should assess the project's impacts and progress toward objectives, and can be a mix of impact indicators and process indicators. Include details on how you will assess your progress toward reaching the objectives and how project participants and beneficiaries will participate in these activities.

7. **Sustainability:** This section should answer the question, "What is your long-term plan for this project beyond the USFWS funding period?"Explain which project activities will continue beyond the project period described in your proposal and how these activities will be funded in the future.

8. **Description of Organization(s) Undertaking the Project**: This section should answer the question, "Who are you?" Provide a brief description of the applicant organization and all cooperating organizations and agencies. State the activities for which each group or individual is responsible. Provide brief (1-2 paragraph) bio (*curricula vitae*) describing the experience and abilities of key personnel, identifying their qualifications to meet the project objectives. DO NOT include Social Security numbers, photos, the names of family members, or any other personal or sensitive information including marital status, religion, or physical characteristics.

9. **Project Budget Table**
   Things to consider when developing your Budget Table:

   - ***Federally Funded Equipment:*** If the U.S. Federal Government has paid for equipment for another award, applicants cannot claim it to be a matching or in-kind contribution and SHOULD NOT include it in the budget table. Instead, provide a separate list of any equipment paid for by the U.S. Federal Government that will be used for the project, including the name of the Federal agency that paid for the equipment.

   - ***Indirect Costs:*** Applicants with Negotiated Indirect Cost Rate Agreements (NICRA) must include a copy with their proposal.

   - ***Program Income:***Your project may include activities that will generate program income. Program income earned as a result of activities supported with Federal funding includes, but is not limited to, the following: income from fees for services, the use or rental of property, the sale of commodities or

fabricated items, license fees and royalties on patents and copyrights, and interest on loans. Program income does not include interest earned on advances of Federal funds. Under this Fund, income earned during the project period of an approved award shall be retained by the recipient and used in at least one of the following ways:

1. added to the funds requested from the USFWS for the project in addition to those committed by the recipient/other partners, and later used to conduct additional activities that will further the project objectives (if the additional activities are outside the original scope of the project you must notify the USFWS Project Officer before the activities are conducted) ; OR
2. used to finance the non-Federal share of the project.

If your project will generate program income, provide: (1) a description of how the income will be generated, (2) an estimate of how much income will be made during the project duration, and (3) a description of how the funds will be used. If the income is to be used to conduct additional activities, you must include a Program Income column in your budget table and include all cost categories/items and associated amounts that the program income will cover.

**Instructions for Budget Table:**

Begin your project budget table on a new page. The budget table should include a column for all cost categories/items for the project, one column to show the cost calculation, a column for the total costs, one column for the requested USFWS funding, one or more columns for applicant and partner contributions, and, if applicable, a column for any program income that will be used to conduct project activities, as demonstrated here:

| **Category/ Budget Item**** | **Cost Calculation*** | **TOTAL COST** | **USFWS** | **"Applicant"** | **"Partner X"** | **"Partner Y"** | **Program Income *(if applicable)*** |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| | | | | | | | |
| **Totals** | | | | | | | |

*Present all amounts in U.S. dollars

**We cannot accept the term "contingencies" in the budget as a line item

Go to http://www.fws.gov/international/dicprograms/Sample%20Budget.pdf to view a sample project budget table.

The budget table should provide enough information for reviewers to be able to understand the cost basis and calculation at a glance. For example, a $3,300 line item for lodging costs should include the formula for how the cost was calculated: *Lodging for 20 nights x 11 people x $15/night = $3,300*. Wherever possible, cost calculations should be included in the Project Budget Table, but where necessary, additional description should be provided in the Budget Justifications.If the budget table requires more than one page, verify that column headings and row titles appear on all pages.

10. **Budget Justifications:** Justify or explain all requested budget items/costs. Demonstrate a clear connection to project activities, and show how line item amounts were determined. For expensive items or large single purchases, provide detailed technical specifications or a pro-forma invoice. Requests for personnel salary should be well documented, including the base-line salary figure and the estimate of time (percent) to be directly charged to the project. Assistance to cover personnel salaries is generally given a lower priority.

11. **Governmental Endorsement:** 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.

12. **Map:** This section should answer the question, "Where is this project located?" Provide a map showing the location of your project site at the regional or national level. Ensure that the sites that you have referred to in the proposal are labeled on the map.

    Provide the latitude and longitude coordinates of a representative geographic location for your project in decimal degrees format (NOT degree-minute-seconds format). For example, USFWS in Arlington, Virginia, USA, would be provided as 38.8825, -77.1145 (latitude, longitude). Please correctly enter north and east coordinates as positive values, and south and west coordinates as negative values.

## 2. PROPOSAL APPLICATION CHECKLIST

ALL PROPOSALS MUST INCLUDE:

- ☐ Signed Grant Application Cover Page (MUST be signed by authorized representative)
- ☐ DUNS Number
- ☐ Project Summary (1 page)
- ☐ Project Narrative
- ☐ Timetable
- ☐ Budget Table
- ☐ Budget Justification
- ☐ *Curricula vitae* (1-2 pages) for key personnel
- ☐ Recent Letter of Governmental Endorsement
- ☐ Map
- ☐ Audit Report (Only necessary if your organization has expended more than $500,000 of Federal assistance per year. For more information go to: http://harvester.census.gov/sac/)

PROPOSALS FROM U.S. APPLICANTS MUST ALSO INCLUDE:

- ☐ A complete, signed Standard Form 424-Application for Federal Assistance http://www.fws.gov/international/DICprograms/sf%20424.pdf
- ☐ A complete Standard Form 424b-Assurances http://www.fws.gov/international/DICprograms/sf%20424b.pdf
- ☐ Documentary evidence of Section 501(c)(3) non-profit status, if applicable
- ☐ A copy of your organization's Negotiated Indirect Cost Rate Agreement, if applicable

## 3. SUBMISSION INSTRUCTIONS

### A. REGISTRATION: Before submitting a proposal, you must be registered in the following databases:

- Dun and Bradstreet Number System (DUNS)
- Central Contractor Registration Database (CCR)
- Grants.gov (Domestic applicants only)

**Dun & Bradstreet Universal Number System (DUNS):** U.S. Government-wide policy requires that all applicants, organizations and individuals, both domestic and non-domestic, apply for, and include, a nine-digit Dun & Bradstreet Data Universal Number System (DUNS) on their proposal. Applicants without a DUNS number should go to http://fedgov.dnb.com/webform. Applicants who already have a DUNS number are responsible for updating changes to their address or business name with Dun and Bradstreet directly. *The organizational address (Grant Administrator) must match the address in Dun & Bradstreet's system.*

**Central Contractor Registration (CCR) Database:** All domestic and most foreign applicants MUST be registered in the CCR database to apply for funding. Exceptions are: 1) all individuals; 2) all Federal agencies; 3) foreign

applicants submitting a proposal for less than $25,000. CCR is used by the U.S. government as the repository for standard information about applicants and recipients of federal funds. *Recipients* must maintain an active CCR registration with current information at all times during the project period. Domestic registrants go to: http://www.ccr.gov (click on "What you need to Register") Non-Domestic registrants go to: https://www.bpn.gov/ccr/international.aspx

**Grants.gov:**
**Domestic Applicants:** MUST apply through Grants.gov. If you do not have an account, you must register. Go to: http://www.grants.gov/applicants/get_registered.jsp. *It may take up to three weeks to complete the Grants.gov registration.*

B. **SUBMISSION**

**Domestic Applicants:** You must apply through Grants.gov. Your entire proposal including the cover page MUST be uploaded as a SINGLE .pdf file. Attach your file on the Attachment Form. For further instructions, see above.

**Non-Domestic Applicants:** May submit through Grants.gov or e-mail

- Grants.gov: See above
- E-mail: All documents must be printable on letter paper (8 ½" x 11"). Format all pages to display and print page numbers. We prefer to receive the entire proposal as a SINGLE file attachment. If you need to submit separate attachments please try to send them all together in a single e-mail message. If your files are too big for a single e-mail, please number your e-mails and attachments so that we know the order of your submissions. E-mail your proposal to the USFWS at WWB_LAC @fws.gov

## V. APPLICATION REVIEW

The USFWS may solicit advice from qualified experts to conduct a technical review of your proposed project. The USFWS may also discuss your proposal with known past and present partners to reduce the potential for waste, fraud and abuse and to encourage coordination and collaboration among projects on the ground.

**Review Criteria:** The Division of International Conservation ranks proposals by scoring how well each addresses the Description of Funding Opportunity and the requested elements listed in the Application and Format section above. High priority, well-justified and feasible projects that address all of the requested proposal elements will receive higher scores. These scores are not the sole determining factor for final funding decisions. Other review criteria include considering the degree to which a project:

- Effectively incorporates the critical elements listed under program design as well as the essential components listed under program implementation;
- Utilizes funds in an efficient, cost-effective manner to accomplish project objectives;
- Complements activities of other organizations/individuals in a manner which will lead to efficient, effective conservation training and avoids duplication of other on-going activities;
- Proposes activities supported by international, national, and/or regional conservation priorities, action plans and/or strategies;
- Promotes networking, partnerships, and/or coalitions;
- Demonstrates a clear theory of change, and includes specific impact assessment criteria;
- Provides for the development of a demonstration activity that can be replicated for widespread use;
- Implements a training program that has the potential to be sustained beyond the life of the grant;
- Maintains a positive track record with USFWS based on previous grant support, if applicable, including timely submission of financial and performance reports and a summary of major activities and accomplishments of previous USFWS support in the Project Statement section.

The above considerations are not listed in any order of importance. All considerations listed do not necessarily apply to every proposal. Following review, applicants may be asked to revise the project scope and/or budget before a final funding decision can be made. The Division of International Conservation occasionally receives and funds proposals outside of the announced submission deadlines that are of such a critical nature that they warrant immediate

consideration(e.g., projects resulting from a natural disaster, disease outbreak, other imminent threats or population crash, among others).

## VI. AWARD ADMINISTRATION

**Award Notices:** Successful applicants will be e-mailed written notice in the form of an Assistance Award document, along with an enrollment form for the Automated Standard Application for Payments (ASAP) for their banking information. Applicants whose projects are not selected for funding will receive an e-mail notice within 180 days of their proposal submission.

**Administrative and National Policy Requirements:** Go to http://www.fws.gov/international/DIC/pdf/aag.pdf to review the Division of International Conservation's *Assistance Award Guidelines*, which details the policies, terms and conditions applicable to awards made under this program.

**Domestic registrants:** Payments will be issued through U.S. Department of Treasury via the self-initiated electronic drawdown system, Automated Standard Application for Payments (ASAP). To view instructions and initiate ASAP enrollment, go to: http://www.fws.gov/fbms/

**Non-Domestic registrants:** Payments to non-domestic grantees are transferred electronically through the U.S. Treasury's International Treasury Services (ITS) system. To receive funding, you must submit a signed Standard Form-270, Request for Advance or Reimbursement (SF-270.) This form is available at http://www.whitehouse.gov/omb/grants/sf270.pdf
You must also complete an ITS Payment Cover Sheet which will be included in your award notification email. Be sure your account numbers and banking information is accurate. Email both your completed ITS Payment Cover Sheet and your signed SF-270 to the appropriate FWS program located in Section 4 of the ITS Payment Cover Sheet.

**Reporting:** Grantees are required to submit a mid-term and a final report that conform to USFWS reporting requirements as described in detail in the Assistance Award Guidelines
http://www.fws.gov/international/DIC/pdf/aag.pdf

**Branding:** All materials (presentations, reports, large equipment purchases, infrastructure, awards, and other items as deemed relevant) produced under any award intended for distribution must acknowledge the support of USFWS by showing the USFWS logo. Photo-ready and vector format logos are available upon request from the USFWS Program Officer.

## VII. AGENCY CONTACT

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## VIII. RELATED PROGRAMS

CFDA 15.635 Neotropical Migratory Bird Conservation Fund
CFDA 15.641*Wildlife Without Borders-Mexico* Program
CFDA 15.645 Marine Turtle Conservation Fund

**PAPERWORK REDUCTION ACT STATEMENT**: The Paperwork Reduction Act requires us to tell you why we are collecting this information, how we will use it, and whether or not you have to respond. Your response is required to receive funding. A Federal agency may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number. We estimate that it will take an average of 22 hours to complete the application and 40 hours to complete a report. These burden estimates include time for reviewing instructions and gathering data. OMB has approved this collection and assigned OMB Control No. 1018-0123, which expires 05/31/2011. The burden estimates do not include the time needed to complete Standard Forms associated with the application and financial reports. You may send comments concerning the burden estimates or any aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, 4401 North Fairfax Drive, Mailstop 222, Arlington, VA 22203.

OMB No. 1018-0123
Expiration: 09/30/2014