

U.S. Fish and Wildlife Service

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<https://www.fws.gov/partners/>

Partners for Fish and Wildlife FY22

Fiscal Year: 2022

F22AS00095

Due Date for Applications: 09/30/2022

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

Authority:

Partners for Fish and Wildlife Act of 2006, S.260 Public Law 109-294; Fish and Wildlife Act of 1956, 16 U.S.C. 742a-c, 747e-742j; and Fish and Wildlife Coordination Act of 1958, 16 U.S.C. 661 667(e).

Assistance Listing Number:

15.631

Background, Purpose and Program Requirements:

The Partners for Fish and Wildlife (PFW) Program is a voluntary, incentive-based program that provides direct technical assistance and financial assistance in the form of cooperative and grant agreements to private landowners to restore and conserve fish and wildlife habitat for the benefit of federal trust resources. The PFW Program is delivered through more than 250 full-time staff, active in all 50 States and territories. Partners for Fish and Wildlife Program staff coordinate with project partners, stakeholders and other Service programs to identify geographic focus areas and develop habitat conservation priorities within these focus areas. Geographic focus areas define where the program directs resources to conserve habitat for federal trust species. Project work plans are developed strategically, in coordination with partners, and with substantial involvement from Service field staff. The program has been in existence since 1987 and has over 30 years of successful delivery. Project selection will seek to align or support the Secretary's priorities. It also advances the Department of the Interior's mission, U.S. Fish and Wildlife Service's mission, and PFW's mission, promote biological diversity, and based upon sound scientific biological principles. Program strategic plans inform the types of projects funded under this opportunity.

Applicants seeking technical or financial assistance from the PFW Program are requested to consult with a local PFW Program office BEFORE developing or submitting an application (see Agency Contacts at the end of this announcement or visit <https://www.fws.gov/partners/contactUs.html>).

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$15,000,000

B2. Expected Award Amount

Maximum Award

\$750,000

Minimum Award

\$1

B3. Expected Award Funding and Anticipated Dates

Expected Award Funding

Expected Award Date

October 01, 2021

Awards are obligated on a rolling basis between October 1, 2021 and September 30, 2022. In order for applications to be considered for funding in FY22, applications are due by June 30, 2022. Applications received after June 30, 2022 may not be awarded until the following fiscal year."

B4. Number of Awards

Expected Number of Awards

500

B5. Type of Award

Funding Instrument Type

G - Grant

CA - Cooperative Agreement

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

- 00 – State governments
- 01 – County governments
- 02 – City or township governments
- 04 – Special district governments
- 05 – Independent school districts
- 06 – Public and State controlled institutions of higher education
- 07 – Native American tribal governments (Federally recognized)
- 08 – Public housing authorities/Indian housing authorities
- 11 – Native American tribal organizations (other than Federally recognized tribal governments)
- 12 – Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- 13 – Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
- 20 – Private institutions of higher education
- 21 – Individuals
- 22 – For profit organization other than small businesses
- 23 – Small businesses
- 25 – Others (see text field entitled "Additional Information on Eligibility" for clarification)
- 99 – Unrestricted (i.e. open to any type of entity above), subject to any clarification in the text field entitled "Additional Information on Eligibility"

Additional Information on Eligibility

To receive funding, PFW projects must be implemented on private lands, with the exception for efforts that support projects on private lands. IN GENERAL, the term private lands is any property not state or federally owned. Private lands include, but are not limited to; tribal, Hawaiian homeland, city, municipality, non-governmental, and private fee-title properties. 501(c)(3) applicants should be prepared to prove status as determined by the Internal Revenue Service and tribal applicants may be required to provide an authorizing tribal resolution.

The PFW Program actively identifies potential projects throughout the federal fiscal year (October 1 – September 30). PFW Program staff work collaboratively with potential applicants to identify common habitat conservation priorities. We strongly suggest that all potential applicants work with the local PFW Program staff to ensure that their project meets the project selection criteria. Projects are considered for funding throughout the year, depending on the availability of funds.

Federal law mandates that all entities applying for Federal financial assistance must have a valid Dun & Bradstreet Data Universal Number System (DUNS) number and have a current registration in the System for Award Management (SAM). See Title 2 of the Code of Federal Regulations (CFR), Part 25 for more information. Exemptions: The SAM registration requirement does not apply to individuals submitting an application on their own behalf and not on behalf of a company or other for-profit entity, state, local or Tribal government, academia or other type of organization.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

No

Percentage of Cost Sharing / Matching Requirement

Cost sharing is not required, although we strive to achieve a minimum 1:1 cost share on selected projects. Cost share may be monetary or in-kind contributions and will vary from project to project.

C3. Other

Prohibition on Issuing Awards to Entities that Require Certain Internal Confidentiality

Agreements: Domestic (U.S.) non-Federal entities requiring their employees or contractors to sign internal confidentiality agreements or statements that prohibit, or otherwise restrict, such employees or contractors from lawfully reporting waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information are not eligible to compete for or receive a Federal award. See [Pub. L. 113-235, Title VII, Division E, Section 743](#) for more information.

Foreign Entities or Projects:

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:

The DOI conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The DOI 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

Applicants seeking technical or financial assistance from the PFW Program are requested to consult with a local PFW Program office BEFORE developing or submitting an application (see Section G. Agency Contacts at the end of this announcement or visit <https://www.fws.gov/partners/contactUs.html>).

Any potential applicant may request a paper application package from any of the Federal Awarding Agency Contacts at the end of this announcement in Section G.

Program Website Link

<https://www.fws.gov/partners/>

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

All applicants must submit the Standard Form (SF)-424, Application for Federal Assistance. This form is available with the announcement on Grants.gov and in GrantSolutions. The form must be complete and signed by an Authorized Representative. For all applicants except private citizens, the Authorized Representative's signature on a standard application form submitted to the Service represents their certification that the entity's financial management system meets [2 CFR §200.302](#) financial management requirements. The non-Federal entity's financial management system must be sufficient to:

1. Permit the preparation of required reports;
2. Trace funds to a level of expenditures adequate to establish that the entity has used such funds per Federal statutes, regulations, and terms and conditions of the Federal award;
3. Provide for the requirements in [2 CFR §200.302\(b\)](#); and

4. Comply with [§200.334](#) Retention requirements for records, [§200.335](#) Requests for transfer of records, [§200.336](#) Methods for collection, transmission, and storage of information, and [§200.337](#) Access to records.

When completing the SF-424 Application form, enter only the amount requested from this Federal program in Box 18a, Estimated Federal Funding. Include any other Federal sources of funding in Box 18e. Estimated Other Funding and identify any such sources and amounts in the required Budget Narrative (see below). For individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), do NOT include your Social Security Number on this or any other document to be submitted with your application! When completing the SF-424 Application form, individuals must enter in Box 8b. Employee/Taxpayer Identification Number (EIN/TIN) the substitute number “444-44-4444” and in Box 8c. For organizational DUNS substitute number “123456789”. For UEI substitute the number “000123456789”.

SF 424B, Assurances for Non-Construction Programs

Individuals applying for and receiving funds separate from a business or non-profit organization he/she may own or operate, and entities 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. All required application forms are available with this announcement on Grants.gov and in GrantSolutions.

SF-424D, Assurances for Construction Programs

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 and in GrantSolutions

Project Abstract Summary

All applicants must submit the OMB Number: 4040-0019 Project Abstract Summary form. This form is available within the announcement on Grants.gov and in GrantSolutions.

Project Narrative

Briefly summarize the 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 outcomes consistent with this funding opportunity. As applicable, describe how you / your business / organization has coordinated with and involved other relevant organizations or individuals in planning the project on your land, and detail how they will be involved in conducting project activities and/or disseminating project results.

In no more than three (3) pages of text and two (2) pages maps/photos, please provide the following information:

- a. Briefly describe the project, including the name, location, and habitat conservation goals.
- b. Provide a list of the species or ecosystems that will benefit and describe how they will benefit.
- c. Describe the conservation challenges, ecosystem stressors, and degradation factors.
- d. Describe how the project will support or complement existing conservation plans.

e. Provide a timeline that describes how conservation actions and/or treatments are sequenced.

f. Describe the entities undertaking the project: 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. Provide complete contact information for the individual within the organization that will oversee/manage the project activities on a day-to-day basis.

g. Describe the post-project monitoring and how the project will be maintained in the future

SF-424A, Budget Information for Non-Construction Programs

Applicants must complete and submit the SF-424A Budget Information form for Non-Construction Programs or Projects. All required application forms are available with this announcement on Grants.gov or in GrantSolutions. Federal award recipients and subrecipients are subject to Federal award cost principles in Title 2 of the Code of Federal Regulations (CFR) part 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In “Section A – Budget Summary” on the SF-424A form enter the funding requested from this Federal program in the first row. Identify any other Federal funding sources and amounts in the required Budget Narrative (see below).

SF-424C, Budget Information for Construction Program

Applicants must submit the appropriate SF-424C Budget Information form for Construction Programs or Projects. All required application forms are available with this announcement on Grants.gov and in GrantSolutions. 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. Identify any other Federal funding sources and amounts in the required Budget Narrative (see below).

SF-429 Request to Acquire, Improve, or Furnish Real Property

Applicants seeking approval to acquire real property under an award must complete and submit the SF-429, “Real Property Status Report (Cover Page)” and the SF-429-B, “Real Property Status Report Attachment B (Request to Acquire, Improve, or Furnish)”. These forms are required if the real property is acquired with Federal funds, with recipient cost share or matching funds, or as an in-kind contribution under the award. The SF-429 forms are not available with this announcement on Grants.gov; they are available on the [Grants.gov Post-Award Reporting Forms page](#). Please submit these completed forms as attachments to your application.

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 proposed item of cost that requires prior approval under the Federal cost principles, including any anticipated subawarding, transferring or contracting out of any work under the award. See [2 CFR §200.407](#) 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, identify the source, the amount, and the valuation methodology used to determine the total value. See [2 CFR §200.306](#) for more information.

In a separate narrative titled “**Budget Justification**”, explain and justify all requested budget items/costs. Detail how the SF 424 Budget Object Class Category totals were determined and demonstrate a clear connection between costs and the proposed project activities. For personnel salary costs, include the base-line salary figures and the estimates of time (as percentages) to be directly charged to the project. Describe any item of cost that requires prior approval under the Federal cost principles. See 2 CFR 200.407. If Federally-funded equipment will be used for the project, provide a list of that equipment, including identifying the Federal funding source.

Conflict of Interest Disclosure

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

a. *Applicability.*

1. This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.
2. In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict of interest provisions in [2 CFR§200.318](#) apply.

b. *Notification.*

1. Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass- through entity in accordance with [2 CFR §200.112](#).
2. Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

c. *Restrictions on lobbying.* Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to [43 CFR §18](#) and [31 USC §1352](#).

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

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

Uniform Audit Reporting Statement

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

Certification Regarding Lobbying

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

Disclosure of Lobbying Activities

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

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regard 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 regard 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 regard 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 an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a [Unique Entity Identifier \(UEI\)](#) which will replace Data Universal Numbering System (DUNS) number from Dun & Bradstreet in April 2022. A Federal award may not be made to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Applicants registering in SAM.gov prior to April 2022 may still be required to obtain a DUNS number prior to completing the registration process within SAM.gov. Federal award recipients must also continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s). See the “Submission Requirements” section of this document below for more information on SAM.gov registration. **There is no cost to register with Dun & Bradstreet or SAM.gov.** There are third-party vendors who will charge a fee in exchange for registering entities with Dun & Bradstreet and SAM.gov; **please be aware you can register and request help for free.**

Obtain a DUNS Number

In April 2022, the Federal Government will stop requiring DUNS numbers. At that point, entities doing business with the government will use the Unique Entity Identifier (UEI) created in SAM.gov in place of a DUNS number. A UEI will be assigned to entities upon registering with SAM.

If an entity is applying for federal financial assistance prior to April 2022, a DUNS number may still be required as part of the SAM registration process. A DUNS Number can be requested through the Dun & Bradstreet website. The official website address is <http://fedgov.dnb.com/webform>. For technical difficulties, go to www.dnb.com/govtduns. 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 (version 3).

Register with the System for Award Management (SAM)

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

entity's IRS information. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications

09/30/2022

Electronically submitted applications must be submitted no later than 11:59 p.m., ET, on the listed application due date.

Application Due Date Explanation

Applications are accepted on a rolling basis between October 1, 2021 and September 30, 2022. In order for applications to be considered for funding in FY22, applications are due by June 30, 2022. Applications received after June 30, 2022 may not be awarded until the following fiscal year.

D5. Intergovernmental Review

An intergovernmental review may be required for applications submissions from a U.S. state or local government prior to submission. Applicants must contact their State's Single Point of Contact (SPOC) to comply with the state's process under [Executive Order 12372](#). The State Single Point of Contact list is available on the [OMB Office of Federal Financial Management website](#).

D6. Funding Restrictions

Indirect Costs: Individuals

Individuals applying for and receiving funds separate from a business or non-profit organization they 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.

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 (DOI) is your organization's cognizant agency, the Interior Business Center (IBC) will negotiate your indirect cost rate. Contact the IBC 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 may not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Required Indirect Cost Statement to be submitted by Organization:

U.S. state or local government entities receiving more than \$35 million in direct Federal funding must include the following statement in their application and attach a copy of their most recently negotiated rate agreement:

- We are a U.S. state or local government entity receiving more than \$35 million in direct Federal funding. We submit our indirect cost rate proposals to our cognizant agency. Our current indirect cost rate is [insert rate]. Attached is a copy of our most recently negotiated rate agreement/certification.

U.S. state or local government entities receiving \$35 million or less in direct Federal funding must include the applicable statement from this list:

- We are a U.S. state or local government entity receiving \$35 million or less in direct Federal funding. We prepare and retain for audit an indirect cost rate proposal and documentation per 2 CFR 200, Appendix VII. Our current indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award].
- We are a U.S. state or local government entity receiving \$35 million or less in direct Federal funding. We have not prepared an indirect cost rate proposal and documentation per 2 CFR §200, Appendix VII and elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR §200.1. We understand we must use this methodology consistently for all Federal awards until we choose to establish a rate per 2 CFR §200. We understand we must notify the Service in writing if we establish a rate that changes the methodology used to charge indirect costs 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.

All other organizations must include the applicable statement from this list and any related documentation in their application. Please note, an organization with a current negotiated (including provisional) rate may not elect to charge the 10% de minimis rate of Modified Total Direct Costs during the period covered by their current negotiated rate.

- We are an organization with a current negotiated indirect cost rate. In the event we receive an award, we will charge indirect costs per our current negotiated rate agreement. Attached is a copy of our current rate agreement.
- We are an organization with a negotiated indirect cost rate that has expired. Attached is copy of our most recently negotiated rate agreement. 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. We understand we must provide the Service a copy of our approved rate agreement before charging indirect costs to the Federal award.
- We are an organization that has never negotiated an indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award]. 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. We understand we must provide the Service

a copy of our approved rate agreement before charging indirect costs to the Federal award.

- We are an organization that does not have a current negotiated (including provisional) rate. In the event an award is made, we elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR §200.1. We understand we must use this methodology consistently for all Federal awards until such time as we negotiate a different rate with our cognizant agency. We understand that we must notify the Service in writing if during the award period we establish a rate that changes the methodology used to charge indirect costs to the award. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs and that such changes are subject to review, negotiation, and prior approval by the Service.
- We are an organization submitting a [insert either “Cooperative Fish and Wildlife Research Unit Program” or “Cooperative Ecosystem Studies Unit Network”] project proposal, which has an indirect cost rate cap of [insert rate; CRU is currently 15%; CESU is currently 17.5%]. In the event we receive an award, we understand that if we have a current negotiated (including provisional) rate we must charge the program’s capped indirect cost rate to the same base identified in our approved indirect cost rate agreement, per 2 CFR §1402.414. If we do not have current negotiated (including provisional) rate, we understand we must charge the capped indirect cost rate against Modified Total Direct Costs (MTDC) as defined in 2 CFR §200.1.
- We are an organization that will charge all costs directly.

The Federal Awarding Agency Contacts at the end of this announcement in Section G will be able to provide guidance on any potential funding restrictions which may vary greatly.

D7. Other Submission Requirements

The Service requests applicants to apply electronically using GrantSolutions. To apply electronically the Applicant Organization and Organization Officials must be established in GrantSolutions. If your Organization and/or Organization Officials do not currently exist in GrantSolutions follow the instructions below.

New Organization Request

Send an email requesting a new organization to be with the following information to help@grantsolutions.gov:

- Organization/Individual Name
- POC first and last name
- POC email
- POC phone number
- Organization Type
- DUNS # (unless exempt)
- EIN (Applicants that are INDIVIDUALS SHOULD NOT include their social security number)
- Address

If your Organization is new or you do not have the appropriate officials in GrantSolutions you must also establish an individual account for each of the Organization Officials and assign the appropriate role. At a minimum the Authorizing Official and Principal Investigator/Program Director roles must be assigned. Individual Organization Official accounts may be requested by completing the [Recipient User Account Request Form](#) and emailing the completed form to at help@grantsolutions.gov.

If your organization already exists in GrantSolutions please verify that the correct Organization Officials have an individual GrantSolutions account.

If your Organization and Organization Officials already exists in GrantSolutions, please login using your existing username and password. If you do not remember your account information, please contact the GrantSolutions Help Desk at (866) 577-0771 or by email at help@grantsolutions.gov

For more information on how to apply please see [GrantSolutions Help](#) for instructions and videos.

Please contact GrantSolutions Help Desk if you have any questions regarding your account or GrantSolution issues at (866) 577-0771 or by email at help@grantsolutions.gov

Applicants seeking technical or financial assistance from the PFW Program are requested to consult with a local PFW Program office BEFORE developing or submitting an application (See Section G. Agency Contacts or visit <https://www.fws.gov/partners/contactUs.html>).

E. Application Review Information

E1. Criteria

Conservation activities and projects do not have to meet all of the selection criteria.

A. Priority ranking factors. Field staff will give highest funding priority status to proposed projects that meet more of the following conditions (sequence of listing does not imply order of preference):

- **Support of Department of the Interior and Service Priorities.** Projects will seek to amplify DOI and Service priorities.
- **National Wildlife Refuge System.** The purpose of a proposed project on private lands will complement activities on National Wildlife Refuge System lands or contribute to the resolution of problems on refuges that are caused by off-refuge land use practices. Examples include: enhancing the quality of water that enters a refuge, facilitating wildlife dispersal, and establishing corridors between refuges and other protected habitats.
- **Species at risk and Federally designated species.** The proposed project must improve habitat for species of management concern; species of special concern to the Service; endangered, threatened, or candidate species or species proposed for listing; and/or other declining species.
- **Support 5-year Strategic Plans.** The Partners for Fish and Wildlife Program has developed robust stakeholder driven strategic plans which identify focal species and focal areas to invest limited resources towards.

B. Secondary ranking factors. Field staff will give special consideration to proposed projects that meet more of the following conditions (sequence of listing does not imply order of preference):

- **State and local collaboration.** Projects delivered in collaboration with State fish and wildlife agencies, conservation districts, and other partners. This includes outdoor recreational opportunities where applicable and feasible.
- **Links and augmentation.** Projects that reduce habitat fragmentation and provide migration corridors.
- **Globally or nationally imperiled.** Projects that conserve or restore a natural community that a State Natural Heritage Program or Heritage Database has designated as globally or nationally imperiled.
- **Climate Change and Climate Resiliency.** Projects will seek to offset or combat climate change through design and resiliency. Carbon sequestration benefits will be considered where applicable.
- **Buffers.** Projects that serve as buffers for other important State or Federal conservation lands.
- **Collaboration with United States Department of Agriculture.** Projects delivered in conjunction with the Natural Resources Conservation Service or Farm Service Agency which provide leveraging opportunities through the Federal Farm Bill.
- **Job Creation.** Voluntary habitat conservation delivery puts local contractors and business to work and supports the American economy.

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 FWS 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 §200.206](#). 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 §200.208](#) should be applied to the award.

Applicants seeking technical or financial assistance from the PFW Program are requested to consult with a local PFW Program office BEFORE developing or submitting an application (See Section G. Agency Contacts or visit <https://www.fws.gov/partners/contactUs.html>).

Through the program, the Service and private landowners work collaboratively to implement local conservation strategies to support Secretarial priorities. In turn, the restored areas provide valuable benefits to the surrounding communities by supporting the local economy through tourism and recreation, protecting infrastructure from flood damage, and supporting America's agricultural production by conserving soil, controlling pests, and benefitting pollinators. Funds spent in support of restoration projects create jobs, generate tax revenues, and spur economic activity in local economies, reflecting the Administration's commitment to economic recovery. A Service report found that for every dollar the program contributed to a beneficiary project, \$15.70 was generated in economic return to local communities. PFW Program work is focused on developing enhanced habitat connectivity, conserving pollinators, bolstering government-to-government relationships with federally recognized Tribes, collaborating with private landowners, and implementing a variety of tools related to securing the future of species of greatest conservation concern. Nearly every restoration project the Partners program delivers can be tied to confronting climate change. From supporting native fish reproduction by keeping streams running cold and clear to providing movement corridors for species impacted by warming temperatures. Voluntary habitat restoration provided by the Partners program will be key in achieving climate goals and providing clean air and water for future generations.

Most PFW Program projects are developed collaboratively with the landowner, PFW Program local staff, and other conservation partners. PFW Program biologists are able to provide technical biological information and are knowledgeable about state-of-the-art techniques to restore, enhance, and protect fish and wildlife habitats for the benefit of federal trust species. If an applicant chooses to prepare an application independently, the application will be reviewed to determine if the potential project is consistent with the Department of the Interior Secretary's priorities, FWS Priorities, goals of the PFW Program Strategic Plan, and if the potential project meets the Eligibility Requirements and Criteria as stated in the full announcement.

PFW Program field staff are responsible for identifying and selecting habitat conservation projects, with concurrence from the field station Project Leader, or other appropriate authority. Field staff also use the project selection criteria to identify projects that maximize benefits to federal trust species, and use program resources in the most effective and efficient manner.

Cost sharing is encouraged but not required. Cost sharing is the PFW Program's strategy to leverage program funds with funds from other federal and non-federal partners to deliver habitat conservation cost effectively. All proposals should strive to secure a cost share ratio of one partner dollar for each PFW Program dollar.

If other considerations are equal, priority for funding will be given to projects that have agreements longer in duration, involve greater partnership support and cost sharing, and have the

greatest cost effectiveness.

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 Conflict of Interest Certification” form. For a copy of this form, contact the Service point of contact identified in the Agency Contacts section below.

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

October 1, 2021 – September 30, 2022

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 written notice in the form of a notice of award document. Notices of award are typically sent to recipients by e-mail. If e-mail notification is unsuccessful, the documents will be sent by courier mail (e.g., FedEx, DHL or UPS). Award recipients are not required to sign/return the Notice of Award document. Acceptance of an award is defined as starting work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by, the Service. The notice of award document will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests. Applicants whose projects are not selected for funding will receive written notice, most often by e-mail, within 60 days of the final review decision.

Awards are based on the application submitted to and approved by the Service and are subject to the terms and conditions incorporated into the Notice of Award either by direct citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. Recipient acceptance of a Federal award from the Service carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Recipients indicate their acceptance of the Federal award by starting work, drawing down funds, or accepting the award via electronic means.

F2. Administrative and National Policy Requirements

See the [DOI Standard Terms and Conditions](#) for the administrative and national policy requirements applicable to DOI awards.

See the [Service's General Award Terms and Conditions](#) for the general administrative and national policy requirements applicable to Service awards.

Data Availability

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

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

F3. Reporting

Financial Reports

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

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals was not met, if appropriate; and any other pertinent information relevant to the project results. **Final** reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim 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 standard form or 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 for noncompliance described in [2 CFR §200.339](#), 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 for noncompliance described in [2 CFR §200.339](#), 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](#) that is made available in the designated integrity and performance system (currently the [Federal Awardee Performance and Integrity Information System](#)) about civil, criminal, or administrative proceedings in accordance with [Appendix XII to 2 CFR 200](#).

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First and Last Name:

Andreas Moshogianis

Telephone:

571-305-3817

Email:

andreas_moshogianis@fws.gov

G2. Program Administration

For **program administration assistance**, contact:

First and Last Name:

Andreas Moshogianis

Telephone:

571-305-3817

Email:

andreas_moshogianis@fws.gov

G3. Application System Technical Support

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

Grants.gov Customer Support

Numeric Input Field: 1-800-518-4726

Support@grants.gov

For **GrantSolutions technical registration, submission, and other assistance contact:**

GrantSolutions Customer Support

1-866-577-0771

Help@grantsolutions.gov

H. Other Information

Payments

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

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.