



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



In Reply Refer To:
WSFR/AIM/HQ FA

The Ocean Foundation
1320 19th Street NW
Washington D.C. 20036

DUNS: 611721759

Subject: Notice of Amendment to Cooperative Agreement Award Number F17AC01241

Your organization amendment application to Federal financial assistance award titled "*Sea Turtle Recovery Project at Sandy Point National Wildlife Refuge*", submitted to the U.S. Fish and Wildlife Service (Service)'s CFDA Program 15.657 is approved. This award is made under the authority of the Endangered Species Act of 1973, 16 USC 1531. This award is made based on Service approval of your organization's proposal signed on June 25, 2018. The amount of \$73,294.68 is approved. Funds under this award are to be used to assist the USFWS to monitor and manage nesting sea turtles at Sandy Point NWR, St. Croix, USVI.

This amendment covers changes to the section titles:

- Ocean Foundation's Responsibilities (5) Refuge Education Programs, Community Relations and Public Outreach
- Performance period
- Report due dates

New responsibilities include:

The Ocean Foundation staff will:

Provide a Turtle Watch Education Coordinator who will be responsible for the following:

- Managing reservations and group schedules for program participants
- Coordinate education group schedules with the refuge research and monitoring program
- Present the Turtle Watch Education Program, which entails:
 - Greeting education program groups at the refuge entrance, providing an orientation and safety briefing, and escorting the groups to the beach
 - Presenting an informative and educational program regarding the NWRS, sea turtle biology, and conservation
 - Escorting groups to observe a nesting turtle or a hatchling emergence and closely supervising the groups during the experience

Award No.

Name- This should be the Authorizing Representative

The performance end date has been extended from December 31, 2018 to December 31, 2020. The amended performance period for this award **January 01, 2018 through December 31, 2020**. Only allowable costs resulting from obligations incurred during the performance period may be charged to this award. All obligations incurred under the award must be liquidated no later than 90 calendar days after the end of the performance period. You must submit a written request to the Service Project Officer identified in the Project Contacts section below before the end of the stated performance period if you need more time to liquidate all obligations.

This award is funded as follows:

	<u>Service</u>	<u>Recipient</u>
Amendment #002:	0	\$25,000
Original obligation:	0	\$48,294.68
Award Total:	0	\$73,294.68

System for Award Management (SAM) Registration

Under the terms and conditions of this award, your organization must maintain an active SAM registration at <https://www.sam.gov/portal/public/SAM/> until the final financial report is submitted or final payment is received, whichever is later. If your organization's SAM registration expires during the required period, the Service will suspend payment under this and all other Service awards to your organization until you update your organization's SAM registration.

Terms of Acceptance

Acceptance of a financial assistance award (i.e., grant or cooperative agreement) from the Service carries with it the responsibility to be aware of and comply with the terms and conditions applicable to the award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to and approved by the Service. Awards 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. The terms and conditions of Service awards flow down to subrecipients and contractors, unless a particular award term or condition specifically indicates otherwise. The Federal regulations applicable to Service recipients and their subrecipients and contractors are listed by recipient type in the **Service Financial Assistance Award Terms and Conditions** posted on the Internet at <http://www.fws.gov/grants/>. If you do not have access to the Internet and require a printed copy of the award terms and conditions, contact the Service Project Officer identified below.

All other terms and conditions of the award letter dated, September 15, 2017, are incorporated by reference into this amendment.

Special Conditions

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Payments

Your organization has completed enrollment in U.S. Treasury's Automated Standard Application for Payment (ASAP) system. When requesting payment in ASAP, your Payment Requestor will be required to enter an Account ID. The number assigned to this award is the partial Account ID in ASAP. When entering the Account ID in ASAP, the Payment Requestor should enter the award number identified in the subject line on letter followed by a percent sign (%). Refer to the ASAP.gov Help menu for detailed instructions on requesting payments in ASAP.

Reporting Requirements:

Financial and Performance Reporting Requirements

Interim financial and performance reports and Final financial and performance reports are required under this award. The amended report periods and due dates under this award are:

Report:	Report Period:	Report Due Date:
Interim financial and performance	January 01, 2018 – December 31, 2018	January 30, 2019
	January 01, 2019 – December 31, 2019	January 30, 2020
	January 01, 2020 – December 31, 2020	January 30, 2021
Final financial and performance reports	January 01, 2018 – December 31, 2018	March 30, 2019
	January 01, 2019 – December 31, 2019	March 30, 2020
	January 01, 2020 – December 31, 2020	March 30, 2021

Recipients must use the Standard Form (SF) 425, *Federal Financial Report* form for all financial reporting. This form is available at http://www.whitehouse.gov/omb/grants_forms/.

Performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results. Please include the Service award number provided in the subject line of this letter on all reports.

Financial and performance reporting due dates may be extended by the Service upon receipt of a written request addressed to the Service Project Officer identifying the type of report to be extended, the requested revised due date, and a justification for the extension. The Service Project Officer may approve an additional extension if justified by a catastrophe that significantly impairs the Recipient's operations. Requests for reporting due date extensions must be received by the Service Project Officer no later than one day before the original reporting due date.

Significant Developments Reports (see 2 CFR 200.328(d))

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Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, notify the Service Project Officer in writing as soon as the following types of conditions become known:

- 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.
- 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.

Conflict of Interest Disclosures

Recipients are responsible for notifying the Service Project Officer in writing of any actual or potential conflicts of interest that may arise during the life of this award. Conflicts of interest include any relationship or matter which might place the Recipient, the Recipient's employees, or the Recipient's subrecipients in a position of conflict, real or apparent, between their responsibilities under this award and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Recipient, the Recipient's employees, or the Recipient's subrecipients in the matter. Upon receipt of such a notice, the Service Project Officer in consultation with their Ethics Counselor will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the Recipient, the Recipient's employee(s), or the Recipient's subrecipient(s) that could reduce or resolve the conflict. Failure to resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in 2 CFR 200.338, Remedies for Noncompliance, including termination of this award.

Other Mandatory Disclosures

Recipients and their subrecipients must disclose, in a timely manner, in writing to the Service or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this award. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (See 2 CFR 200.113, 2 CFR Part 180, and 31 U.S.C. 3321).

All reports must be sent to the Service Project Officer.

Project/Program Plan and Budget Revisions

Recipients are required to report deviations from budget or project scope or objective, and request prior approvals for budget and program plan revisions in accordance with 2 CFR 200.308 unless otherwise specifically waived in this award.

Period of Performance Extensions

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If additional time is needed to complete the approved project, you must send written notice to the Service Project Officer. An SF-424 amendment will be required to add or delete a project, change the Federal funds, modify the agreement period and or change key personnel. This notice must be received by the Service Project Officer at least 30 calendar days before the authorized performance period end date, and must include supporting reasons and revised end date. Extensions for time cannot be authorized for the purpose of spending an unused balance of funds that remains after the approved project activities have been completed.

Project Contacts

The Service Project Officer for this award is:	The Recipient Project Officer for this award is:
Claudia Lombard U.S. Fish and Wildlife Service Sandy Point NWR, P.O. Box 487 Frederiksted, USVI 00841-0487 Phone: (340) 690-8325 Email: Claudia_lombard@fws.gov	Kelly Stewart The Ocean Foundation 1320 19th Street NW Washington, DC 20036 Phone: (561) 628-3551 Email: kstewart@oceanfdn.org

Please contact Claudia Lombard (340-690-8325) with any questions and include the Service award number provided in the subject line of this letter in all written communications.

Sincerely,

Kerri Heywood
Grant Management Specialist
U.S. Fish and Wildlife Service
Contracting & Grant Services Division
Phone: (404) 679-4066
Fax: (404) 679-4057
E-mail: kerri_heywood@fws.gov