

U.S. Fish and Wildlife Service

FWS - Wildlife and Sport Fish Restoration

<https://www.fws.gov/wsfrprograms>, <https://www.fishwildlife.org/afwa-informs/multi-state-conservation>

2021

F21AS00004

08/14/2020

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.

A. Program Description

A1. Authority

The Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777 et seq.) and the Pittman-Robertson Wildlife Restoration Act (16 U.S.C. 669 et seq.), as amended by the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000 (Pub. L. 106-408, 114 STAT. 1766 §113 and 114 STAT. 1722 §122) authorize the Secretary of the Interior to make up to \$6,000,000 available annually under the Wildlife and Sport Fish Restoration Program (WSFR) to fund multistate conservation project grants. The U.S. Fish and Wildlife Service (Service) will cite this traditional program as the T-MSCGP.

In addition to the traditionally annually available funds, the President signed the Modernizing the Pittman-Robertson Fund for Tomorrow's Needs Act (Modernizing PR Act) (Public Law (Pub. L.) 116-94) into law on December 20, 2019 as part of the larger Further Consolidated Appropriations Act, 2020. This law amends the Pittman-Robertson Wildlife Restoration Act to, among other measures, create a new "Modern Multistate Conservation Grant Program." The Service will cite this as the "Modern Multistate Conservation Grant Program (M-MSCGP)." The M-MSCGP will make up to an additional \$5,000,000 available specifically for hunter recruitment and recreational shooter recruitment grants that promote a national hunting and shooting sport recruitment program, including related communication and outreach activities. This Notice of Funding Opportunity (NOFO) provides application guidance for both T-MSCGP and M-MSCGP.

15.628

A2. Background, Purpose and Program Requirements

The Association of Fish and Wildlife Agencies (Association) and the U.S. Fish and Wildlife Service (Service) work cooperatively to manage T-MSCGP and M-MSCGP. Administratively, both programs will function similarly to recent administration of the T-MSCGP. The Association manages the grant application process, providing oversight, coordination, and guidance. The Service awards and manages the grants. Both programs are competitive grant programs.

Eligible grant proposals are shared with the Association's National Grants Committee (NGC) for review and ranking to aid in the selection process. Proposals must address eligible activities in one or more of the Association's selected Strategic Priorities to be considered. Strategic Priorities are annually selected by the Association to establish the States' conservation priorities (under T-MSCGP) or national recruitment priorities (under M-MSCGP), and they are used to guide proposal development and grant selection for the program. The primary goal of both programs is to provide grant funds to address regional or national priority needs of the State fish and wildlife agencies (States) and their partners that are beyond the scope and capabilities of a single State. Projects selected and awarded are annually published in the Federal Register. Lists of past awards are also available from the Service and the Association.

Recipients awarded under T-MSCGP may use the funds for sport fisheries and wildlife management and research projects, boating access development, hunter safety and education,

aquatic education, fish and wildlife habitat improvements, and other purposes consistent with the enabling legislation.

Recipients awarded under the M-MSCGP can only use the funds for making hunter recruitment and recreational shooter recruitment grants that promote a national hunting and shooting sport recruitment program, including related communication and outreach activities.

The Wildlife and Sport Fish Restoration Program's (WSFR) mission is to work through partnerships to conserve and manage fish and wildlife and their habitats for the use and enjoyment of current and future generations. WSFR's vision is of healthy, diverse, and accessible fish and wildlife populations that offer recreation, economic activity, and other societal benefits, in addition to sustainable ecological functions. WSFR's guiding principle is that society benefits from conservation-based management of fish and wildlife and their habitats and opportunities to use and enjoy them. Both funding programs align with WSFR's mission, vision, and guiding principle, and supports three of the Department of the Interior's priorities including:

- 1) Creating a conservation stewardship legacy second only to Teddy Roosevelt;
- 2) Utilizing our natural resources; and
- 3) Restoring trust with our local communities.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$ 11,000,000

B2. Expected Award Amount

Maximum Award

\$ 1,000,000

Minimum Award

\$ 100,000

B3. Expected Award Funding and Anticipated Dates

Expected Award Funding

Expected Award Date

January 01, 2021

B4. Number of Awards

Expected Number of Awards

B5. Type of Award**Funding Instrument Type**

G - Grant

C. Eligibility Information**C1. Eligible Applicants****Eligible Applicants**

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

00 – State governments

06 – Public and State controlled institutions of higher education

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

Additional Information on Eligibility

Eligible applicants are the United States Fish and Wildlife Service, or a State or group of States, for the purpose of carrying out the National Survey of Fishing, Hunting, and Wildlife-Associated Recreation. The State Governments’ designation refers to Agencies with lead management responsibility for fish and wildlife resources in each of the 50 States, the District of Columbia (Sport Fish Restoration only), Commonwealths of Puerto Rico and the Northern Mariana Islands, and the territories of American Samoa, Guam, and the U.S. Virgin Islands, or a group of these agencies.

C2. Cost Sharing or Matching**Cost Sharing / Matching Requirement**

No

Percentage of Cost Sharing / Matching Requirement**C3. Other**

Detailed information regarding the Association’s Selected Priorities can be found at the Association’s website, <https://www.fishwildlife.org/afwa-informs/multi-state-conservation-grants-program>. A final Priority List of projects will be approved by the Association’s National Grants Committee and forwarded to the Service by October 1, 2020. All proposals applying for T-MSCGP grants can be eligible for either Wildlife Restoration, Sport Fish Restoration, or a combination of both funds. All proposals applying for M-MSCGP are only eligible for Wildlife Restoration funds and specifically must focus 100% on Hunter Recruitment and Recreational Shooter Recruitment. No Sport Fish Restoration funds are available under the M-MSCGP.

Foreign Entities or Projects:

This program does not provide funding to foreign entities or for projects conducted outside the United States.

Excluded Parties: FWS conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The Bureau cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, as their ineligibility condition applies to this Federal program.

D. Application and Submission Information

D1. Address to Request Application Package

Applying for funding through these two programs (T-MSCGP and M-MSCGP) requires a two-part process that is managed in partnership with the Association. Please specify which program you are applying for in your Proposal. In part one, applicants submit their Initial Proposal for review. Initial Proposal requirements and deadline information is available from the [Association's MSCGP webpage](#). Initial Proposals will be required to address one or more of the Association's Strategic Priorities listed within their webpage. Applicants must email Initial Proposals directly to the Association's coordinator Silvana Yaroschuk (see contacts section D7, Other Submission Requirements). In part two the Association invites the best Initial Proposals to submit a Final Proposal package, which includes all required Federal grant forms.

To submit a Final Proposal package, download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Using the "Search Grants" tab, enter the Funding Opportunity Number. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. Submit completed applications electronically through GrantSolutions or Grants.gov. Copies should also be sent to the Association's coordinator.

Program Website Link

<https://www.fws.gov/wsfrprograms>, <https://www.fishwildlife.org/afwa-informs/multi-state-conservation>

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, and signed and dated. Please note: Enter only the amount requested from this Federal program in

the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

Project Summary

Project Narrative

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, “Budget Information for Non-Construction Programs” form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section of the appropriate SF-424 budget form, use the first row for funding requested from this Federal program. Use subsequent row(s) for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program’s CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this program appears on the first page of this announcement.

Applicants 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. These forms may be found on <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html>

Budget Narrative

Describe and justify requested budget items and costs. Detail how the SF-424 Budget Information, Object Class Category totals were determined. For personnel salary costs, include the baseline salary figures and the estimates of time. Describe any item of cost that requires prior approval under the Federal cost principles. See [2 CFR 200.407](#) “Prior written approval (prior approval)” for more information. If equipment purchased previously with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source. Identify any cash or in-kind contributions that a partner or other entity will contribute to the project and describe how the contributions directly and substantively benefit completion of the project. For in-kind contributions, include the source, the amount, and the valuation methodology used to determine the total value. See 2 CFR 200.306 “Cost sharing or matching” for more information.

Please note within your narrative the total costs budgeted to subrecipients or contractors and how many subrecipients or contractors are planned to work on your project and how much each is to be awarded for their part of the project. For the “Other” cost category please specify what these costs represent. **In order to charge indirect costs, a copy of your most recent Negotiated Indirect Cost Rate Agreement is required.**

Conflict of Interest Disclosure

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#),

applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

(a) *Applicability.*

(1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

(2) In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict of interest provisions in 2 CFR 200.318 apply.

(b) *Notification.*

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

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

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

(e) *Enforcement.* Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

Single Audit Reporting Statement

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

Certification Regarding Lobbying

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

Application for Federal Assistance form also represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

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

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. When overlap exists, your statement must end with "We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this Funding Opportunity in writing."

D3. Unique Entity Identifier and System for Award Management (SAM)

Identifier and System for Award Management (SAM.gov) Registration: This requirement does not apply to individuals applying for funds as individual (i.e., unrelated to any business or nonprofit organization you may own or operate) or any entity with an exception approved by the funding bureau or office in accordance with bureau or office policy. All other applicants are required to obtain a Data Universal Numbering System (DUNS) number from Dun & Bradstreet and then register in SAM.gov prior to submitting a Federal award application. Federal award recipients must continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s). See the "Submission Requirements" section of this document below for more information on SAM.gov registration. We may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to

make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant. **There is no cost to register with Dun & Bradstreet or SAM.gov.** There are third-party vendors who will charge a fee in exchange for registering entities with Dun & Bradstreet and SAM.gov; **please be aware you can register and request help for free.**

Obtain a DUNS Number

Request a DUNS Number through the Dun & Bradstreet website. For technical difficulties, send an email to the D&B SAM Help Desk. Please ensure that you are able to receive emails from SAMHelp@dnb.com. The Grants.gov “Obtain a DUNS Number” webpage also provides detailed instructions. Once assigned a DUNS number, your organization must maintain up-to-date information with Dun & Bradstreet. Applicants must enter their DUNS number in the “Organizational DUNS” field on the SF-424, Application for Federal Assistance form.

Register with the System for Award Management (SAM)

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

D4. Submission Dates and Times

Due Date for Applications

08/14/2020

Application Due Date Explanation

Electronically submitted applications must be submitted no later than 5:00 p.m., EDT, on the listed application due date.

D5. Intergovernmental Review

Prior to application submission, U.S. state and local government applicants should visit the [OMB Office of Federal Financial Management website](#) and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications.

D6. Funding Restrictions

Indirect Cost: Individuals

Individuals applying for and receiving funds separate from a business or non-profit organization he/she may operate are not eligible to charge indirect costs to their award. If you are an individual applying for funding, you must not include any indirect costs in your proposed budget. Individuals are not required to submit any of the following statements regarding indirect costs.

Indirect Costs: Organizations

The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your organization's cognizant agency, the Interior Business Center will negotiate your indirect cost rate. Contact the Interior Business Center by phone 916-930-3803 or using the [IBC Email Submission Form](#). See the [IBC Website](#) for more information.

Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients must have prior written approval from the Service to use amounts budgeted for direct costs to satisfy cost-share or match requirements or to cover unallowable indirect costs. Recipients shall not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Required Indirect Cost Statement to be submitted with Application

All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: "Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made." *or* "Attached is a copy of our current negotiated indirect cost rate agreement."]
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.

- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in [§2 CFR 200.68](#)]. We understand that we must notify the Service in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization's indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in [2 CFR §200.68](#). We understand that we must notify the Service in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.
- A [insert your organization type] that is submitting this proposal for consideration under the [insert either "Cooperative Fish and Wildlife Research Unit Program" or "Cooperative Ecosystem Studies Unit Network"], which has a Department of the Interior-approved indirect cost rate cap of [insert program rate]. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per [2 CFR §1402.414](#). If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 "Modified Total Direct Cost (MTDC)". We understand that we must request prior approval from the Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.
- A [insert your organization type] that will charge all costs directly.

Funding Restrictions

The T-MSCGP provides Federal grant funds (\$6,000,000) for projects that address one or more of the Association's annually selected Strategic Priorities listed within their [website](#). Grantees

under the T-MSCGP may use the awarded funds for sport fisheries and wildlife management and research projects, boating access development, hunter safety and education, aquatic education, fish and wildlife habitat improvements, and other purposes consistent with the enabling legislation. Grant funds (\$5,000,000) for the M-MSCGP are to be used exclusively for making hunter recruitment and recreational shooter recruitment grants that promote a national hunting and shooting sport recruitment program, including related communication and outreach activities. Projects must benefit at least 26 States, a majority of States in a Region of the Service, or a regional association of State fish and game departments. Please note that the Association has imposed a 20% indirect cost cap for the two programs.

Certification Regarding Fishing/Hunting/Recreational Shooting Activities

All proposals must include a fishing/hunting/recreational shooting activities certification as required by law (16 U.S.C. 669h-2 and 16 U.S.C. 777m). It is recommended that you use the following certification statement: “By submitting this proposal, the organization’s primary contact and/or authorized representative identified in this grant application certifies that the (insert name of organization) (1) will not use the grant funds to fund, in whole or in part, any activity that promotes or encourages opposition to the regulated hunting or trapping of wildlife, the regulated taking of fish, or recreational shooting activities; and (2) that the grant funds will not be used, in whole or in part, for an activity, project, or program that promotes or encourages opposition to the regulated hunting and trapping of wildlife, the regulated taking of fish, or recreational shooting activities.”

D7. Other Submission Requirements

Submit completed applications electronically through GrantSolutions or [Grants.gov](https://www.Grants.gov) and to the Association. Applications must be formatted to fit on 8.5”X 11” paper, with 1” margins at the top, bottom, on both sides, and page numbers at the bottom of the page. Fonts must be no less than 12 point Arial, Times New Roman, or other commonly used font. In accepting Federal funds, you must comply with all the applicable Federal laws, regulations, and policies. If your application is selected, you may need to provide evidence of compliance with the National Environmental Policy Act (NEPA), the Endangered Species Act (ESA), the National Historic Preservation Act (NHPA), and other Federal laws, or regulations as part of the post-selection approval process.

E. Application Review Information

E1. Criteria

Program Scoring Criteria

Maximum Points: 30

The Association develops the scoring criteria, ranks, and selects proposals for funding and produces an annual Priority List according to the Wildlife and Sport Fish Restoration Programs Improvement Act of 2000 (Pub. L. 106-408). The Service selects awards from the proposals that are listed within the Association’s Priority List. The Service can only award projects for T-MSCGP and M-MSCGP that appear on this list. Final Proposal Review and Selection Process: Once all proposals of both programs have been submitted to the Association, they will be

distributed to the NGC or a subcommittee of the NGC to review and score. The technical scoring criteria used to evaluate proposals are listed below. NGC members' responses will be used to develop a relative ranking of proposals for the final review stage of the grant selection process. Each criterion listed below should be scored on a scale from 0-5, with 0 representing the lowest score and 5 representing the highest score.

Scale: 5 = Exceptional

4= Very Good

3 = Good

2 = Fair

1 = Poor

0 = Very Poor

Criterion One: Impact

Does the proposal adequately respond to the strategic priority and consider the most relevant science and or other best practices for the strategic priority?

- Proposal does not demonstrate understanding of scientific background of the priority or best practices around the subject matter of the Strategic Priority, score 0.
- Proposal demonstrates clear understanding of the science and or best practices related to the strategic priority and adequately explains how it will respond to or incorporate them, score 1-5.

Criterion Two: Objectives and Methods

Do the project's proposed methodology and methods accomplish/produce the proposed project objectives/goals?

- Objectives cannot be accomplished using the proposed methodology, score 0.
- Objectives can clearly be accomplished using the proposed methodology, score 1-5.

Criterion Three: Project Objective Clarity Are the project objectives clearly defined, achievable, measurable, and connected to specific goals, milestones/deliverables, and timelines (i.e., a work plan) for completion?

- Project objectives are ambiguous; project lacks specific goals linked to milestones/timelines for project completion, score 0.
- Project objectives are clear, concise, and outline specific goals which are linked to milestones/timelines for project completion, score 1-5.

Criterion Four: Project Costs Are the proposed project costs reasonable and do they compare favorably with those of other proposals submitted in this category?

- Project is too expensive for objectives/benefits; cost is too high relative to other proposals submitted with the same objective, score 0.
- Project costs are reasonable for objectives/benefits; cost is reasonable for benefits received/produced, score 1-5.

Criterion Five: Anticipated Life of Deliverables Will the project have a long term, sustainable impact and can that long term impact be adequately quantified?

- Value of project results ends when the project ends, score 0.
- Value of project results continues for years after the project ends and is clearly stated and described in the proposal, score 1-5.

Criterion Six: Monitoring and Evaluation Does the proposal/project include a monitoring and evaluation process to assess and measure the project's meaningful contributions, benefits, and congruence of desired outcomes to those specified in the strategic priority under which this proposal was submitted. Is this evaluation process clearly identified, described, and included in the proposal as part of the tasks to be completed and information to be disseminated in a final report?

- Proposal does not include an evaluation process to assess/measure the project's meaningful contributions, benefits, and desired outcomes versus actual outcomes, score 0.
- Proposal does include a specific evaluation process to assess/measure the project's meaningful contributions, benefits, and desired outcomes versus actual outcomes, score 1-5.

E2. Review and Selection Process

Prior to award, the program will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances, the program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Bureau may choose not to fund the selected project.

The program may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the Bureau is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the Bureau's "Financial Assistance Recipient Risk Assessment" form. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently \$250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied to the award.

The Association's National Grants Committee (NGC) will recommend a Priority List of project proposals for both programs to the Service by October 1, 2020.

The T-MSCGP and the M-MSCGP have an annual cooperative selection cycle (please note that based on recent changes to the program the Association is operating under a compressed timeline for the FY 2021 program cycle that will change in FY 2022).

- 1) By late June 2020, Initial Proposals are due to the Association and relevant subcommittees begin their review.
- 2) By July 15, 2020, the Association invites high ranking applicants to submit Final Proposals.
- 3) By August 7, 2020, Final Proposals must be submitted through GrantSolutions or into Grants.gov and provided to the Association.
- 4) During August 2020, the Association's National Grants Committee will review proposals and make recommendations to State Directors.
- 5) In September 2020, the State Directors will approve the Priority List.
- 6) By October 1, 2020, the Association will forward the Priority List of projects recommended for funding to the Service.
- 7) By January 2021 the Service will award the grants from the Priority List and subsequently publish the list in the *Federal Register*. The Service can only award projects that appear on the Priority List.

During the Association's review, it may determine that a proposal is eligible and could be better aligned, either programmatically or administratively, to a different MSCGP (Traditional or Modern) than indicated in the proposal. If it is beneficial to the Multistate grant program goals and objectives, the Association reserves the right to make such changes.

If proposals received for FY 2020 M-MSCGP funding exceed available funds, the Association may consider the unfunded FY 2020 M-MSCGP proposals for FY 2021 M-MSCGP funding without the need to reapply.

Prior to award, the program will review any application 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 Service 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 Service is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

Prior to award, the program will evaluate the risk posed by applicants as required in [2 CFR 200.205](#). Programs document applicant risk evaluations using the Service'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 Service 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 Service uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in [2 CFR 200.207](#) should be applied the award.

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

The Service anticipates the announcement of awards by January 2021.

F. Federal Award Administration Information

F1. Federal Award Notices

The Service Headquarters Office will notify applicants of the funding approval and the process needed to receive a grant, including approval of pre-award costs and satisfactory completion of compliance requirements. When these requirements are met, the Headquarters Office will send a letter to your organization or agency detailing the terms and conditions of the award. Notice of funding approval is not an approval of pre-award

F2. Administrative and National Policy Requirements

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

See the [Service's General Award Terms and Conditions](#) for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

F3. Reporting

Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

Recipients may be required to enter performance reports into the Service's TRACS system.

Significant Development Reports

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify the Service in writing of any favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property acquired under the award in which the Federal government retains an interest. The required frequency of these reports will depend on the anticipated length of the Federal interest period. The Bureau will include recipient-specific real property reporting requirements, including the required data elements, reporting frequency, and report due dates, in the Notice of Award when applicable.

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise

during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. The Service will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, the Service will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

Other Mandatory Disclosures

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including suspension or debarment.

Reporting Matters Related to Recipient Integrity and Performance

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First Name:

John

Last Name:

Stremple

Address:

5275 Leesburg Pike, MS:WSFR, Falls Church, VA 22041

Telephone:

703-358-2066

Email:

john_stremple@fws.gov

For the Association:

Silvana Yaroschuk

Multistate Conservation Grant Program Manager

Association of Fish and Wildlife Agencies

1100 First Street NE

Washington, DC 20002

202-838-3467

syaroschuk@fishwildlife.org

G2. Program Administration

For **program administration assistance**, contact:

First Name:

Christy

Last Name:

Vigfusson

Address:

5275 Leesburg Pike, MS:WSFR, Falls Church, VA 22041

Telephone:

703-358-1748

Email:

Christy_Vigfusson@fws.gov

For the Association:

John Lord

Chief Operating Officer

Association of Fish and Wildlife Agencies

1100 1st Street NE, Suite 825

Washington, D.C. 20002

(202) 838 3460

jlord@fishwildlife.org

G3. Application System Technical Support

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

Name:

Grants.gov Customer Support

Telephone:

1-800-518-4726

Email:

Support@grants.gov

For **GrantSolutions technical registration and submissions, downloading forms and application packages**, contact:

Name:

GrantSolutions Customer Support

Telephone:

1-866-577-0771

Email:

Help@grantsolutions.gov

H. Other Information

Payments

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

PAPERWORK REDUCTION ACT STATEMENT:

OMB Control Number: 1018-0100, Expiration Date: 7/31/2021

We are collecting this information in accordance with the authorizing legislation identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual time for these activities will vary depending on program-specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.