White-Nose Syndrome Grants to States Fiscal Year 2018 Notice of Funding Opportunity

Notice Overview

Federal Agency Name
Department of the Interior, U.S. Fish and Wildlife Service (Service), Ecological Services and Wildlife and Sport Fish Restoration Program (WSFR)

Funding Opportunity Title
White-Nose Syndrome Grants to State Program

Catalog of Federal Domestic Assistance (CFDA) Number
15.657

Announcement Type
Notice of Funding Opportunity (NOFO) for Federal Fiscal Year (FY) 2018 **– F18AS00111**

Paperwork Reduction Act Statement
We are collecting this information in accordance with the Endangered Species Act of 1973, 16 U.S.C 1331 et seq, as amended. 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. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number. We estimate that it will take applicants under this program about 37 hours to complete an application. We estimate it will take recipients under this program about 8 hours to prepare and submit performance reports, including time for required recordkeeping. All burden estimates include the time to review instructions, search existing data resources, gather data needed and complete and review the submission. 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.

OMB Control Number
1018-019 (Expires: 11/30/2018)

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I. Description of Funding Opportunity

The U.S. Fish and Wildlife Service (Service) is pleased to announce the availability of financial assistance to state and District of Columbia wildlife agencies for issues related directly to the management of white-nose syndrome (WNS). State wildlife management agencies are encouraged to apply for this opportunity. The most competitive proposals will include activities relevant to the status of WNS and/or *Pseudogymnoascus destructans* (Pd) in the state.

Funding through WNS Grants to State Wildlife Management Agencies provides critical information and resources for maximizing the benefits of conservation efforts for bats. Although WNS has decimated several species of bats in eastern North America, efforts taken with support of funding from the Service's WNS program has allowed the management community to focus efforts where there is the greatest need and benefit. In this way, these grants will support the priorities of the Department of the Interior by creating a conservation stewardship legacy, restoring trust with local communities, and striking regulatory balance.

The programs create a conservation stewardship legacy by helping to stem the decline of bat species in the face of WNS through funding research and monitoring efforts that improve understanding and treatment of the disease. By supporting scientific research to better understand the disease and the species affected by it, WNS Grants to States and Research grants utilize science to identify best practices to manage wildlife resources and to foster relationships with other agencies and conservation organizations. These programs complement a third, the Bats for the Future Fund, initiated in 2017 and implemented in partnership with the National Fish and Wildlife Foundation and others, which expands public and private partnerships to develop and implement management solutions such as treatments for WNS while fostering innovation and action.

The programs both help restore trust with local communities. The WNS Grants to States are awarded only to State Wildlife or Natural Resource Agencies, directly helping with expanding the lines of communication with State Fish and Wildlife and Natural Resources offices. In some cases, WNS Grants to States provide the sole monetary means for states to engage in management efforts to prepare for and respond to WNS. In addition, information needs identified by state agencies determine priorities for WNS Research funding. Those agencies are partners in the majority of WNS Research proposals funded to date and are expected to be in the future as well. Agencies themselves are eligible grantees under the WNS Research Grant Program, and research funds were awarded to two state wildlife agencies last year.

WNS has been confirmed in three federally listed bat species (Indiana bat, gray bat, and northern long-eared bat) and currently poses a potential risk to two additional listed bats (the Virginia big-eared bat and the Ozark big-eared bat). The northern long-eared bat was listed as Threatened primarily due to the impacts of WNS, and concern over population declines resulting from WNS led the Service to schedule status assessments for two additional bat species: little brown bat and tricolored bat. The work funded through the WNS grant programs is expected to reduce the administrative and regulatory burden imposed on U.S. industry and the public by potentially precluding the need to list additional species. In addition, the projects funded will provide information that will ensure that Endangered Species Act decisions are based on strong science and thorough analysis.

The Service has targeted up to $1 million for this funding opportunity in 2018 to help build and adapt state capacity that will assist with the management and control of WNS and *Pd*. Available funds are from internally directed funds for Fiscal Year 2018. These grant awards are made under CFDA Number 15.657, Endangered Species Conservation – Recovery Implementation Funds. Endangered Species Act of 1973, 16 U.S.C. 1531 et. seq, as amended; Public Law 93-205, 87 Stat. 884, Endangered Species Act Amendments of 1978, Public Law 95-632, 92 Stat. 3751, and Endangered Species Act Amendments of 1982, Public Law 97-304, 96 Stat. 1411.

2018 Priorities

The purpose of this funding opportunity is to help our state partners build or expand WNS management programs. We intend to award funds that assist state agencies to complete the following activities: 1) provide information about sites available for WNS treatment research and development; 2) prepare for and respond to the establishment of *Pd*; 3) maintain inter-agency coordination for bat conservation and facilitate research for WNS ; 4) monitor bat populations and conduct surveillance for WNS and *Pd*; 5) conserve WNS-affected or WNS-vulnerable bats; 6) conduct outreach on WNS and bats, and 7) participate in the Service's Annual WNS Meeting and regional bat working group meetings. Additional details about priorities are provided with the descriptions of eligible budget items below.

II. Award Information and Eligibility

The Ecological Services and Science Applications programs of the U.S. Fish and Wildlife Service will be working with the Wildlife and Sport Fish Restoration program (WSFR) to award state agencies that engage in the collaborative national response to WNS. Grants will be competitively awarded based on merit review of proposed actions for their applicability to the priorities identified above and for their overall contribution to meeting the objectives of the WNS national plan (White-Nose Syndrome Response Plans). Up to $1 million is available to assist states with developing their capacities to respond to WNS. To be eligible to compete for an award, applicants must: 1) notify and where necessary, work with their Regional USFWS WNS Coordinator (see VIII. Agency Contacts below) prior to grant submission (only one application should be submitted per state; 2) request between $2,500 and $30,000; and 3) propose activities that directly advance the priorities of this funding opportunity and the WNS National Plan. We anticipate the award decisions by July 15, 2018. The Service will rank applicants for award consideration based on the most competitive, highest quality work that addresses the outstanding needs and priorities to address WNS. Awards are not guaranteed.

A clear budget table indicating how the proposed funds will be allocated must be included. This table and a brief budget justification must be included in the project narrative. The proposed actions and related budget must meet the following conditions:

1) Proposed activities must be consistent with the WNS National Plan and must clearly address at least one of the "2018 Priorities" stated above. All proposed activities should represent a logical and appropriate progression of actions conducted in preparation for or in response to WNS. Applications must present clear project descriptions for how proposed activities contribute to WNS national response. Project descriptions must clearly articulate the activities, methods, and timetables for each identified goal and objective.

2) Grant proposals must be $2,500 to $30,000 in total request (including direct and indirect costs).

   a) Up to $30,000 total may be requested for activities in categories i-vii. While support for personnel up to $30,000 is permitted, applications should include an estimate for the amount of time that will be committed to responsibilities in the categories i-vii below.

      i) Provide information about sites available for WNS treatment research and development.

         - Collect or compile characteristics of bat hibernacula and their availability for research and development activity for WNS treatments. Information should include the type of site (cave, mine, tunnel, other structure, etc.), species composition and relative abundance, seasonal use, length and volume of potential passages with hibernating bats, accessibility of bats, availability of electricity, etc. Please contact the FWS WNS coordinator for your region for more guidance on factors to provide information about. Contact the WNS national assistant coordinator to receive a template or spreadsheet identifying relevant fields of interest for potential treatment sites.

      ii) Bat monitoring and disease surveillance.

         - State the goals and objectives for conducting population monitoring or disease surveillance according to the WNS and/or Pd status. Characterize the plans for monitoring and/or surveillance including methodology and criteria for locations to be monitored. A description of how the information will inform management decisions and bat conservation goals at the national level should accompany the request. Identify personnel responsibilities and time commitment to be supported by this award.

      iii) Identify and/or conserve important habitat for hibernating bats.

         - Identify focal species and methods to be initiated to complete stated objectives beneficial for hibernating bats, for example, preparatory work or contributions for gating roost locations or important hibernacula, and/or identifying summer roosts or hibernation sites. Include a clear statement of how effects of the proposed actions will be monitored and evaluated.

      iv) Logistic and technical support to Principal Investigators of WNS-related research projects.

         - Identify titles, objectives, principal investigators, funding sources, and permit status for any studies that state personnel plan to provide logistical support to with funds from this opportunity. Describe the state's proposed supporting role. Identify personnel responsibilities and time commitment to be supported by this award.

- Applicants should also identify if they are willing to consider providing this type of support for projects funded through other programs such as the Bats for the Future Fund and the WNS Open RFP. Coordination and support for these projects may be included in this category.

v) Actions to curtail the spread of WNS.

- Identify proposed curtailment strategies, projects, materials, and services for decontamination, site-specific equipment, etc. Identify personnel responsibilities and time commitment to be supported by this award. These funds may not be used to support treatment studies that do not satisfy all regulatory requirements.

- Initiate decontamination programs at state-managed caves, mines, and other relevant natural areas that provide access and recreation activities in close proximity to bats and/or their habitats.

vi) Development of WNS response and bat conservation plans.

vii) Travel Support.

- Budget justifications should distinguish between meeting travel and travel for management and research support.

- No more than $2,500 may be requested for a state agency employee travel to meetings or conferences. These travel funds may only be used for the following meetings: 2019 WNS Meeting (Location: TBD) and NEBWG, SBDN, MWBWG, or WBWG.

b) NOTE: Funding awarded through WNS grants to states may not be subgranted to complete scientific research.

c) NOTE: Review for compliance with Endangered Species Act, National Environmental Policy Act, and National Historic Preservation Act may be required.

d) Please indicate if your agency may be interested in co-hosting the WNS national meeting with the USFWS.

3) **Non-Federal WNS Expenditures**: Applicants must include a summary of WNS expenditures by their state for the previous five years (2013-2017), not including Federal funds allocated through past WNS capacity grants, state wildlife grants, or other Federal sources. Please provide a simple table with columns for "year", "total non-Federal expenditure for WNS by state", and "Source(s) of funding." It is not necessary for itemized expenditures for each funding source. If no non-federal funds have been spent by on WNS by the state in this time period, this section must include the statement: "No non-federal funds were spent on WNS by [name of state agency] from 2013 - 2017."

Example:

Year	Amount	Source(s)
2013	$44,500	Income Tax checkoff 20% salary
Etc.		

Funds must be committed within (1) year of receipt of funding, unless an extension is requested at least 60 days in advance of the 1 year deadline and approved prior to the original closing date.

Failure to comply with the following requirements may result in forfeiture of grant eligibility.

Anticipated opportunity posting date: April 9, 2018
Anticipated opportunity closing date: May 9, 2018

Anticipated award announcement date: September 1, 2018
Anticipated earliest project start date: September 15, 2018

III. Basic Eligibility Requirements

Eligible applicants for this competitive grant program include fish and wildlife or natural resources agencies in all states and the District of Columbia. Eligible applicants must also be established grantees with the USFWS Wildlife and Sport Fish Restoration program. An eligible proposal is a plan of action to address WNS in the applicant's state using grant funds. The proposal must include i) a grant request for specified activities, ii) a clear plan and proposed timeline for completing these activities with a target completion date within one year of the date of award. Funds may be used to support activities addressing WNS including population monitoring, disease surveillance, containment (decontamination and controls on cave access or other related work in and around bat habitat), management of WNS-affected bats, and outreach. The use of grant funds for such activities requires adherence to established protocols and methodologies developed or espoused by the national WNS working groups for surveillance, diagnostics, conservation and recovery, and disease management (see www.whitenosesyndrome.org), as well as the Endangered Species Act, National Historic Preservation Act, and National Environmental Policy Act.

Applicants must be in good standing on previously awarded Federal grant agreements, with no outstanding reports or obligations, and a record of successful use of funds from previous WNS grants to states awards (if applicable).

U.S. non-profit, non-governmental organizations with 501(c)(3) Internal Revenue Status (IRS) must provide a copy of their Section 501(c)(3) status determination letter received from the IRS.

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.

DUNS Registration
Request a DUNS number at http://fedgov.dnb.com/webform. For technical difficulties, contact Dun & Bradstreet by email at: govt@dnb.com, or by calling the Government Customer Resource Center at voice phone: 866-705-5711 or TTY line: 877-807-1679 (hearing impaired customers only). Once assigned a DUNS number, entities are responsible for maintaining up-to-date information with Dun & Bradstreet.

Entity Registration in SAM
Register in SAM at www.sam.gov. Once registered in SAM, entities must renew and revalidate their SAM registration at least every 12 months from the date previously registered. Entities are strongly urged to revalidate their registration as often as needed to ensure that their information is up to date and in synch with changes that may have been made to DUNS and IRS information. Foreign entities who wish to be paid directly to a United States bank account must enter and maintain valid and current banking information in SAM.

Note: The official U.S. government website address for SAM is www.sam.gov. There is NO COST to register in or access SAM.gov. There are third-party vendors who charge a fee in exchange for registering entities in SAM; please be aware that you can register to do business with the U.S. government FOR FREE directly in SAM at www.sam.gov.

Excluded Entities
Applicant entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits will not be considered for Federal funding, as applicable to the funding being requested under this Federal program. The Service conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award.

Cost Sharing or Matching
Matching funds and/or contributions are not required but are highly valued to increase effectiveness of federal investments.

Applicants may attribute some or all of their allowable indirect costs as cost-share/match, however recipients may only charge to the Federal award the indirect costs calculated against the allowable direct costs charged to the Federal award. Recipients may not charge to the Federal award indirect costs calculated against: 1) any portion of the recipient's direct costs; or 2) any portion of the direct costs charged to any other Federal or non-Federal partner.

IV. Application Requirements

Proposals must not exceed 6 pages in length (excluding required forms and letters of support/collaboration) and must have a minimum font size of 11 pt.

To be considered for funding under this funding opportunity, an application must contain:

Standard Form (SF)-424
A completed, signed and dated Application for Federal Assistance form (http://www.grants.gov/web/grants/forms/sf-424-family.html#sortby=1). Do not include other Federal sources of funding, requested or approved, in the total entered in the "Federal" funding box on the Application for Federal Assistance form. Enter only the amount being requested under this program in the "Federal" funding box. Include any other Federal sources of funding in the total funding entered in the "Other" box.

Project Narrative (A project summary is not required for this application.)

1) Statement of Need: The statement of need should be a concise paragraph describing why the state is requesting funds and how the funds will increase the state's capacity to manage bats affected by WNS.

2) Project Goals and Objectives: State the long-term overarching goal(s) of the program/project. State the objectives of each aspect of the project. Objectives are the specific outcomes to be accomplished in order to reach the stated goal(s). The project's objectives must be specific, measurable, and realistic (attainable within the project's proposed project period). Describe how the objectives are connected to the priorities of the National response to WNS and to existing state response plans or strategies that benefit bats affected or potentially affected by WNS.

3) Project Activities, Methods and Timetable: Identify the proposed activities and describe how they relate to the stated objectives. Activities are the specific actions to be undertaken to fulfill the project objectives and reach the project goal(s). The proposed project activities narrative must be detailed enough for reviewers to make a clear connection between the activities and the proposed project costs. For projects being conducted within the United States, the narrative must provide enough detail so that reviewers are able to determine project compliance with the National Environmental Policy Act, Section 7 of the Endangered Species Act, and Section 106 of the National Historic Preservation Act. For projects being conducted on the high seas, the narrative should provide enough detail so that reviewers are able to determine project compliance with Section 7 of the Endangered Species Act. Provide a detailed description of the method(s) to be used to carry out each activity. Provide a timetable indicating roughly when activities or project milestones are to be accomplished. Include any resulting tables, spreadsheets or flow charts within the body of the project narrative (do not include as separate attachments). The timetable should not propose specific dates but instead group activities by month for each month over the entire proposed project period.

4) Budget table: Provide an itemized budget table as part of the project narrative. This table should indicate the budget categories (identified above), itemized expenses within each category, and total amounts requested for eligible expenses needed to achieve the proposed objectives. A concise justification of all budgeted expenses must be included.

5) Description of 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.

6) Permitting: All participants working in conjunction with the proposed activities must demonstrate all necessary Federal, state, and local permits, and landowner permissions prior to project initiation. States submitting proposals to support animal based experiments, whether in conjunction with universities or not, will be expected to demonstrate compliance with the Endangered Species Act and the Animal Welfare Act with satisfactory review of animal use protocols by an established Animal Care and Use Committee or related state wildlife veterinarian (as appropriate). Treatment and decontamination actions also require demonstrated compliance with FDA, EPA, and other relevant regulatory agencies.

7) Sustainability: Identify which of the proposed project activities are expected to continue beyond the life of the proposed project period, and the expectation of how and at what level these future activities will be funded.

Budget Form

Complete the Budget Information for Non-Construction Programs (SF 424A) or Budget Information for Construction Programs (SF 424C) form. Use the SF 424A if your project does not include construction and the SF 424C if the project includes construction or land acquisition. The budget forms are available on the Internet at http://www.grants.gov/web/grants/forms/sf-424-family.html#sortby=1. When developing your budget, keep in mind that financial assistance awards and subawards are subject to the Federal cost principles in Title 2 of the Code of Federal Regulations Part 200, as applicable to the recipient organization type. Links to the full text of the Federal cost principles are available on the Internet at http://www.ecfr.gov/.

Note on Multiple Federal Funding Sources: If the project budget includes multiple Federal funding sources, you must show the funds being requested from this Federal program on the budget form *separately* from any other requested/secured Federal sources of funding. Enter the funds being requested from this Federal program in the first row of the Budget Summary section of the form, and then enter funding related to other Federal programs in the subsequent row(s). Be sure to enter each Federal program's CFDA number in the corresponding fields on the form. The CFDA number for this Federal program appears on the first page of this funding opportunity.

Budget Justification

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 that under the applicable Federal cost principles requires the Service's approval and estimate its cost.

If Federally-funded equipment will be used for the project, provide a list of that equipment, including the Federal funding source.

Required Indirect Cost Statement
Recipients that do not have an approved indirect cost rate cannot charge indirect costs to their Federal award. All applicants except individuals applying for funds separate from a business or non-profit organization he/she may operate must include in the budget justification narrative one of the following statements and attach to their application any required documentation identified in the applicable statement: "We are:

1) 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. A copy of our most recently approved rate agreement/certification is attached.
2) 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 are required to prepare and retain for audit an indirect cost rate proposal and related documentation to support those costs.
3) A [insert your organization type; U.S. states and local governments, please use one of the statements above or below] 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: "A copy of our most recently approved but expired rate agreement is attached. 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* "A copy of our current, approved rate agreement(s) is attached."].
4) 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]. 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.
5) 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, in the event an award is made, 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%] of [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 220.68]. We understand that we must notify the Service in writing immediately if we establish an approved rate with our cognizant agency at any point during the award period.
6) 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, in the event an award is made, 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% of modified total direct costs as defined in 2 CFR 200.68. We understand that we must notify the Service in

writing immediately if we do establish an approved 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 such changes are subject to review, negotiation, and prior approval by the Service.

7) 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. If we do not have an approved indirect cost rate with our cognizant agency, we understand that the basis for direct costs will be 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 MTDC base instead of the base identified in our approved indirect cost rate agreement, and 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.

8) A [insert your organization type] that will charge all costs directly.

All applicants are hereby notified of the following:

- Recipients without an approved indirect cost rate are prohibited from charging indirect costs to a Federal award. Accepting a flat *de minimis* rate as a condition of award is an approved rate.
- 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 charge to their Service award any indirect costs calculated against the portion of total direct project costs paid by any other Federal funding source or non-Federal partner.
- Recipients must have prior written approval from the Service to transfer unallowable indirect costs to amounts budgeted for direct costs or to satisfy cost-sharing or matching requirements under the award.
- Recipients are prohibited from shifting unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Applicants who are individuals applying for 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, do not include any indirect costs in your proposed budget. For more information on indirect cost rates, see the Service's **Indirect Costs and Negotiated Indirect Cost Rate Agreements** guidance document on the Internet at https://www.fws.gov/grants/atc.html.

Negotiating an Indirect Cost Rate with the Department of the Interior
Entities that do not have a NICRA must first have an open, active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your cognizant agency, your indirect cost rate will be negotiated by the Interior Business Center (IBC). For more information, contact the IBC at:

Indirect Cost Services
Acquisition Services Directorate, Interior Business Center
U.S. Department of the Interior
650 Capitol Mall, Suite 7-400
Sacramento, CA 95814
Phone: 916-930-3803
Email: Through https://www.doi.gov/ibc/contactus/ibcfeedback web form
Internet address: https://www.doi.gov/ibc/services/finance/indirect-cost-services

Single Audit Reporting Statements
As required in Title 2 of the Code of Federal Regulations Part 200, Subpart F, 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 a fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System. All U.S. state, local government, federally-recognized Indian tribal government and non-profit applicants must provide a statement regarding if your organization was/was not required to submit a Single Audit report for the organization's most recently closed fiscal year and, if so, state if that report is available on the Federal Audit Clearinghouse Single Audit Database website (https://harvester.census.gov/facweb/) and provide the EIN under which that report was submitted. Include these statements at the end of the Project Narrative in a section titled "Single Audit Reporting Statements".

Assurances
Include the appropriate signed and dated Assurances form available here. Use the **Assurances for Construction Programs (SF 424D)** for construction and land acquisition projects. Use the **Assurances for Non-Construction Programs (SF 424B)** for all other projects. The form includes a statement that some of the assurances may not be applicable to your organization and/or your project or program. Signing this form does not make you or your organization subject to laws that are otherwise not applicable to you or your organization. Changing, crossing out, or making notations on the form before signing has no impact on the applicability of law.

Certification and Disclosure of Lobbying Activities
Under Title 31 of the United States Code, Section 1352, an applicant or recipient must not use any federally appropriated funds (both annually appropriated and continuing appropriations) or matching funds under a grant or cooperative agreement award to pay any person for lobbying in connection with the award. Lobbying is defined as influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress connection with the award. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part

18, Appendix A-Certification Regarding Lobbying. If you/your organization have/has made or agrees to make any payment using non-appropriated funds for lobbying in connection with this proposal AND the Federal share exceeds $100,000, complete and submit the **SF LLL, Disclosure of Lobbying Activities** form available here . See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required.

Conflict of Interest Disclosures: Applicants must notify the Service in writing of any actual or potential conflicts of interest that are known at the time of application or that may arise during the life of this award, in the event an award is made. 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 the 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 applicant, the applicant's employees, or the applicant's future subrecipients in the matter. Applicants must notify the Service in writing in their application if any key project personnel, including subrecipient and contractor personnel, are known to be related to, married to, or have a close personal relationship with any Federal employee in or associated with the program to which you are applying for funding or who otherwise may be involved in the review and selection of the application. Upon receipt of such a notice, the Service program, 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 applicant to reduce or resolve the conflict. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in the project not being select for funding.

Required Overlap/Duplication Statement
Applicants must provide a statement that addresses if there is any overlap between the proposed project and any other active or anticipated projects in terms of activities, costs, or time commitment of key personnel. If any overlap exists, applicants must provide a description of the overlap in their application. Applicants must also state if the proposal submitted for consideration under this program is/is not in any way duplicative of any proposal that was/will be submitted for funding consideration to any other potential funding source (Federal or non-Federal). If such a circumstance exists, applicants must detail when the other duplicative proposal(s) were submitted, to whom (entity name and program), and when funding decisions are expected to be announced. If at any time a proposal is awarded funds that would be duplicative of the funding requested from the Service, applicants must notify the Service point of contact for this funding opportunity immediately.

Items to Include in Grant Application
Evidence of non-profit status: If a non-profit organization, a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service.
SF 424, Application for Federal Assistance: A complete, signed and dated SF 424, SF 424-Mandatory, or SF 424-Individual form.
Project narrative
Timetable

Items to Include in Grant Application
Curricula vitae of key personnel qualifications
Single Audit Reporting statement: If a U.S. state, local government, federally-recognized Indian tribal government, or non-profit organization, statements regarding applicability of and compliance with Single Audit reporting requirements.
SF 424 budget form: A complete SF 424A or SF 424C Budget Information form.
Budget justification
Federally-funded equipment list: If Federally-funded equipment will be used for the project, a list of that equipment.
Indirect cost statement
NICRA: When applicable, a copy of the organization's current Negotiated Indirect Cost Rate Agreement.
SF 424 Assurances form: Signed and dated SF 424B or SF 424D Assurances form.
SF LLL form: If applicable, completed SF-LLL Disclosure of Lobbying Activities form.
Conflict of Interest disclosure, when applicable.
Overlap/Duplication statement

Failure to provide complete information may cause delays, postponement, or rejection of the application.

V. Submission Instructions

Submission Deadline
May 9, 2018, by 11:59 PM Eastern Daylight Time. The submission deadline is rigid. Applications deemed ineligible, incomplete, or have not reached the Service at the deadline will be rejected.

Intergovernmental Review
Before submitting an application, U.S. state and local government applicants should visit the following website (https://obamawhitehouse.archives.gov/omb/grants_spoc) to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 "Intergovernmental review of Federal Programs." E.O. 12372 was issued to foster the intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The E.O. allows each state to designate an entity to perform this function. The official list of designated entities is posted on the website. Contact your state's designated entity for more information on the process the state requires to be followed when applying for assistance. States that do not have a designated entity listed on the website have chosen not to participate in the review process.

Download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. Completed applications may be submitted by mail, by email, electronically through Grants.gov, or as otherwise described in the Grants.gov funding opportunity. Please select **ONE** of the submission options:

To submit an application through Grants.gov (PREFERRED METHOD)
Go to the Grants.gov Apply for Grants page for an overview of the process to apply through Grants.gov. You/your organization must complete the Grants.gov registration process before submitting an application through Grants.gov. Registration can take between three to five business days, or as long as two weeks if all steps are not completed in a timely manner.

Important note on Grants.gov application attachment file names: Please do not assign application attachments file names longer than 20 characters, including spaces. Assigning file names longer than 20 characters will create issues in the automatic interface between Grants.gov and the Service's financial assistance management system.

To submit an application by e-mail
Format all of your documents to print on Letter size (8 ½" x 11") paper. Format all pages to display and print page numbers. Scanned documents should be scanned in Letter format, as black and white images only. Where possible, save scanned documents in .pdf format. E-mail your application to FW5FAReports@fws.gov. You will receive an automatic confirmation email when your submission is received.

The required SF 424 Application for Federal Assistance and Assurances forms and any other required standard forms MUST be signed by your organization's authorized official. The Signature and Date fields on the standard forms downloaded from Grants.gov are pre-populated with the text "Completed by Grants.gov upon submission" or "Completed on submission to Grants.gov". Remove this text (manually or digitally) before signing the forms.

To submit an application by mail
Number all pages of your printed application. Mail one, single-sided, unbound copy (do not staple or otherwise permanently bind pages) of your complete application to:

Dr. Sadie Stevens
U.S. Fish and Wildlife Service
Division of Wildlife and Sport Fish Restoration
300 Westgate Center Drive
Hadley, MA 01035-9589

The required SF 424 Application for Federal Assistance and Assurances forms and any other required standard forms MUST be signed by your organization's authorized official. The Signature and Date fields on the standard forms downloaded from Grants.gov are pre-populated with the text "Completed by Grants.gov upon submission" or "Completed on submission to Grants.gov". Remove this text (manually or digitally) before signing the forms.

VI. Application Review Information

Criteria
Review of proposals that meet basic eligibility requirements will commence after the application deadline. Eligible applications must clearly identify and describe the activities to be supported by these funds. Applications should also describe the non-federal funds used by the state to manage bat species and the status of management plans to address WNS. The applicant must meet

eligibility requirements described above and include all required components of the application. No more than one award for this funding opportunity will be granted for each state in 2018.

Evaluation of Proposals

Project Responsiveness

- How well does the proposed study address one or more priorities (identified in Section I) for this funding opportunity?

Project Relevance

- Does the project have a high likelihood of contributing positively to bat conservation?
- How much will the anticipated products of the proposed research benefit future research and management activities for WNS?
- What is the geographic and ecological scope of the project?

Study Design

- Does the proposal have clear, specific, measurable objectives, sound study design and methods, and usable expected outcomes?

Project Need

- Does the project build upon and advance our current understanding of WNS and bat conservation, or implement management strategies appropriate to the level of knowledge and current status of bats and WNS in the project location?

Budget

- Is the project budget justifiable and cost effective for the proposed actions?

Project Feasibility

- Are the proposed timeline and work schedule realistic for achieving the goal of the project in one year after receipt of funding?
- Are project key personnel experienced and well positioned to successfully complete the project and communicate the results?
- Does the proposal adequately address issues regarding regulatory requirements or permits that are necessary for the success of the project?

Potential to benefit bats

- How well will the proposed project benefit WNS-affected and/or susceptible species?
- Will the proposed study negatively affect bats?

The review committee may employ additional review criteria to specifically evaluate groups of proposals with similar objectives. These criteria may include prioritization of projects that increase the number of locations, species, or topics affected by the proposed work.

Review and Selection Process

The review panel will include national and regional coordinators of the Service's white-nose syndrome program. Reviewers will evaluate each proposal on the criteria listed above. Each proposal will be reviewed by at least three reviewers. Evaluations are requested to be returned within four weeks of being distributed to reviewers. All elements of review will be submitted and maintained electronically by the national assistant coordinator for the Service's white-nose syndrome program. The Service will evaluate recommendations from the review committee and is responsible for all final decisions. The National WNS Steering Committee will be notified of the award selections by the WNS Program prior to final issuance of awards.

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.

Prior to award, the Service reviews the selected applicant's statement regarding potential overlap or duplication in terms of activities, funding, or time commitment of key personnel and makes a determination regarding Service funding. Depending on the circumstances, modification of the application, other pending applications, or an active award may be necessary, or the Service might choose to not fund the proposed project.

Each fiscal year, for every entity receiving one or more awards in that fiscal year, the Service conducts a risk assessment based on eight risk categories. The result of this risk assessment is used to establish a monitoring plan for all awards to the entity in that fiscal year. For a copy of the Service's risk assessment form, go to https://www.fws.gov/grants/atc.html.

Prior to approving an award with a Federal funding amount that exceeds or is expected to exceed the simplified acquisition threshold, as adjusted (see 2 CFR 200.88), the Service must review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS; https://www.fapiis.gov/fapiis/index.action) to determine if, at a minimum, the information found in the system for the applicant demonstrates a satisfactory record of Federal award performance and integrity and business ethics (see 2 CFR 200.205(a)(2)). The Service must also report to FAPIIS if an applicant subject to this review is found not qualified for a particular award due to its prior record of integrity or performance under Federal awards (see 2 CFR 200.212).

VII. Award Administration

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 30 days of the final review decision.

Domestic Recipient Payments
Prior to award, the Service program office will contact you/your organization to either enroll in the U.S. Treasury's Automated Standard Application for Payments (ASAP) system or, if eligible, obtain approval from the Department of the Interior to be waived from using ASAP.

Foreign Recipient Payments
Foreign recipients receiving funds to a bank outside of the United States will be paid electronically through U.S. Treasury's International Treasury Services (ITS) system.

Foreign recipients receiving funds electronically to a bank in the United States will be paid by Electronic Funds Transfer (EFT) through the Automated Clearing House network. Foreign recipients who wish to be paid to a bank account in the United States must enter and maintain current banking information in SAM (see Section III).

The Notice of Award document from the Service 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.

Transmittal of Sensitive Data
Recipients are responsible for ensuring any sensitive data being sent to the Service is protected during its transmission/delivery. The Service strongly recommends that recipients use the most secure transmission/delivery method available. The Service recommends the following digital transmission methods: secure digital faxing; encrypted emails; emailing a password protected zipped/compressed file attachment in one email followed by the password in a second email; or emailing a zipped/compressed file attachment. The Service strongly encourages recipients sending sensitive data in paper copy to use a courier mail service. Recipients may also contact their Service Project Officer and provide any sensitive data over the telephone.

Award Terms and Conditions
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 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. The Service's Standard Award Terms and Conditions are available on the Internet at https://www.fws.gov/grants/atc.html. If you do not have access to the Internet and require a full text copy of the award terms and conditions, contact the Service point of contact identified in the Agency Contacts section below.

Recipient Reporting Requirements
Final Reports
Recipients are required to submit final financial and performance reports no later than 90 calendar days after the award period of performance end date or termination date, whichever comes first. For awards lasting 12 months or less, the final reports will be the only financial and performance reports required, except in unusual circumstances or if waived.

Interim Reports
For awards that last longer than 12 months, recipients are required to submit interim financial and performance reports no less frequently than annually and no more frequently than quarterly, except in unusual circumstances or if waived. Requiring a higher frequency of reporting than annual reporting will be based on the Service's assessment of higher or other unusual

circumstance. Quarterly and semiannual interim reports are due within 30 calendar days of the reporting period end date. Annual interim reports are due within 90 calendar days of the reporting period end date.

Recipients must use the Standard Form 425, Federal Financial Report for financial reporting, available on the Internet at http://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1.

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.

Significant Developments Reports

Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, recipients are required to notify the Service 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.

The Service will specify in the notice of award document the reporting and reporting frequency applicable to the award.

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
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 have received a Federal award including the term and condition 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. (See also 2 CFR Part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)

2 CFR Part 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters is applicable to awards with a total Federal share of more than $500,000, except those to individuals and foreign public entities.

VIII. Agency Contacts

If your project involves listed endangered species or endangered species candidates, contact the Fish and Wildlife Service field office where the proposed study will be conducted: http://www.fws.gov/offices/

Appropriate Fish and Wildlife Service contacts for WNS are available at www.whitenosesyndrome.org/contacts

- Jeremy Coleman, National WNS Coordinator; Phone: 413-253-8223, Jeremy_Coleman@fws.gov
- Jonathan Reichard, WNS National Assistant Coordinator; Phone: 413-253-8258, Jonathan_Reichard@fws.gov
- Catherine Hibbard, National WNS Communications Coordinator; Phone: 413-253-8569, Catherine_Hibbard@fws.gov
- Christina Kocer, Northeast WNS Coordinator (CT, DE, MA, MD, ME, NH, NJ, NY, PA, RI, VA, VT, WV and DC); Phone: 413-253-8215, Christina_Kocer@fws.gov
- Richard Geboy, Midwest WNS Coordinator (IA, IL, IN, MI, MN, MO, OH, WI); Phone: 812-334-4261 x210, Richard_Geboy@fws.gov
- Pete Pattavina, Southeast WNS Coordinator (AL, AR, FL, GA, KY, LA, MS, NC, PR, SC, TN, VI); Phone: 706-613-9493 x236, Pete_Pattavina@fws.gov
- Kimberly Dickerson, Mountain-Prairie WNS Coordinator [acting] (CO, KS, MT, NE, ND, SD, UT, WY); Phone: 307-772-2374 ext. 230, Kimberly_Dickerson@fws.gov
- Jennifer Smith-Castro, Southwest WNS Coordinator (AZ, NM, OK, TX); Phone: 281-212-1509, Jennifer_Smith-Castro@fws.gov
- Ann Froschauer , Pacific WNS Coordinator (ID, OR, WA); Phone: 360-753-4370, Ann_Froschauer@fws.gov
- Bronwyn Hogan, Pacific Southwest WNS Coordinator (CA, NV); Phone: 916-287-1446, Bronwyn_Hogan@fws.gov
- Drew Crane, Alaska WNS Coordinator (AK); Phone: 907-786-3323, Drew_Crane@fws.gov
- Samantha Gibbs, National Wildlife Refuge System Coordinator for WNS; Phone: 571-

216-5776, Samantha_Gibbs@fws.gov