

Bureau of Ocean Energy Management

BOEM - Acquisition Policy and Financial Assistance

2023

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A. Program Description

A1. Authority

Section 1346 of the Outer Continental Shelf Lands Act (OCSLA) mandates the conduct of environmental and socioeconomic studies needed for the assessment and management of environmental impacts to the human, marine, and coastal environments which may be affected by oil and gas or other mineral development. OCSLA Section 1345 authorizes the use of cooperative agreements with affected States to meet the requirements of OCSLA, including sharing of information and joint utilization of available expertise to carry out applicable Federal and State laws, regulations, and stipulations relevant to outer continental shelf operations both onshore and offshore. The National Environmental Policy Act (NEPA) of 1969 requires federal agencies to assess the environmental effects of their proposed actions prior to making decisions. The Bureau of Ocean Energy Management (BOEM) is the federal agency established to conduct Outer Continental Shelf (OCS) lease sales and to assess the environmental and socioeconomic consequences of OCS activities.

A2. Background, Purpose and Program Requirements

Funding Opportunity Description and Purpose

BOEM is offering a cooperative agreement for the *Nomination for Morro Rock as a Traditional Cultural Place to the National Register of Historic Places* to capture the significance through thorough documentation, including any contributed oral and written histories. Morro Rock (Lisamu' in Chumash) holds great cultural, spiritual, and historical significance to many Tribes, and a nomination to the NRHP is a step in preserving it as one of our most important places.

Background

As BOEM moves forward with developing wind energy offshore the California coast, Tribal Nations have expressed their desire to be more involved in mitigating potential effects of offshore wind energy development to their Tribal resources and environment. During the consultation process for the California Section 106 programmatic agreement, a proposal was brought forward to increase the awareness of their sacred sites, or TCPs, under the NRHP. Tribes

identified Morro Rock as a TCP for nomination and requested BOEM support in the nomination process. BOEM proposed funding a cooperative agreement with Tribes so that they would have a substantial and defined role in obtaining the research and documentation needed for a National Register nomination. This cooperative agreement could serve as a model for future Tribal and BOEM collaboration in the Pacific region.

Study Objective

The goal of this work is to successfully complete a nomination of a Traditional Cultural Place (TCP) to the NRHP. The place is Lisamu', or more commonly known as Morro Rock, and surrounding areas within San Luis Obispo County, California. Lisamu' holds sacred meaning to several Tribes both in their past, present, and future with great significance to their culture. This nomination will seek to capture this significance through thorough documentation, including any contributed oral and written histories. The objectives are:

1. To produce a nomination to the NRHP that accurately, thoroughly, and respectfully documents the significance of Lisamu' (Morro Rock) as a sacred place with great meaning to Indigenous Peoples of the California Coast.
2. To document Indigenous Knowledge of the TCP through oral histories that are digitized and made into a format that can be filed with the Library of Congress in perpetuity.

Key Tasks

- 1) Research the cultural and historical significance of Lisamu' and surrounding areas that justify its inclusion in the NRHP under the criteria listed in National Register Bulletin 15. This includes identifying the entire area for inclusion in the TCP nomination. This area should be accurately mapped and digitized into a standard GIS format (i.e. geodatabase, shape file).
- 2) Conduct thorough research into its present-day significance through oral histories and interviews with Tribes and members of the public that have connections to Lisamu'. It will begin with a notification and discussion with any and all Tribes with connections to Lisamu' and surrounding areas to engage their participation in the nomination process.
- 3) Digitize all oral histories and interviews into a format that can accompany this TCP nomination to the NRHP.
- 4) Prepare a final written report and nomination to the NRHP using all appropriate NR forms, propose and consult with THPO's and California SHPO early and throughout the nomination process, and submit the nomination for review.

Catalog of Federal Domestic Assistance (CFDA) Number

15.444

Authorization Legislation

Take Pride in America Program (16 USC 4601).

A3. Technical Assistance and Information for Prospective Applicants

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$250,000

The total amount of federal funds available is anticipated to be \$250,000.

B2. Expected Award Amount

Maximum Award Amount

\$250,000

Minimum Award Amount

\$249,000

B3. Anticipated Dates

Award Start Date

September 18, 2023

B4. Period of Performance

Length of Project Periods

60-month project period with five 12-month budget periods

Length of Project Period Explanation of Other

Project Period I Expectation Duration in Months

60

If the proposed work is such that more than one year is required to complete the research, then a multi-year proposal is appropriate, and the applicant shall write the proposal accordingly. Proposals shall clearly define the work to be completed in each year, and the evaluation panel reserves the option to fund only the first year of a multi-year proposal. Funding for subsequent years of a multi-year cooperative agreement is contingent upon the availability of funds and satisfactory progress demonstrated by the Awardee. Progress will be determined through technical review of quarterly progress reports and other work identified by the BOEM Project Officer. Funds requested for the final year of performance shall include a 15% retainage of the project's total anticipated budget request. The BOEM Project Officer shall provide continuation notices at least 60 days prior to the end of each funding period.

B5. Numbers of Awards

Expected Number of Awards

1

This program anticipates one (1) award will be made through this funding opportunity.

B6. Type of Award

Funding Instrument Type

CA - Cooperative Agreement

The award will be a **cooperative agreement**. This involves substantial involvement by BOEM scientists in various aspects of study development and/or study conduct.

BOEM will perform the following:

- 1) Work closely with the Recipient to provide real time direction or re-direction on data analysis (that is within the purpose and scope of the study) based on early results.
- 2) Provide critical liaison services across all interested tribal parties in support of the Agreement's objectives.
- 3) Provide funding and oversight.

B7. Other Federal Information

Type of Competition

Open to All Eligible Applicants

C. Eligibility Information

C1. Eligible Applicants

07 – Native American tribal governments (Federally recognized)

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

Additional Information on Eligibility

This Program Announcement describes the specific project that may be awarded as a cooperative agreement between the **Santa Ynez Band of Chumash Indians (SYBCI)**, a federally recognized tribe, and **BOEM**. Any award is premised on receipt of an acceptable proposal. This is not an open solicitation for proposals. This announcement is specifically to announce intent to undertake the following project:

• ***Nomination for Morro Rock as a Traditional Cultural Place to the National Register of Historic Places***

Open to:

This project is being proposed as a Cooperative Agreement between SYBCI and BOEM. All questions regarding this project, including eligibility, should be directed only to the "Program Announcement and Cooperative Agreement Questions" point-of-contact listed in Section G.

C2. Cost Sharing or Matching

Cost Sharing/Matching Requirement

No

Percentage of Cost Sharing / Matching Requirement:

C3. Other

Excluded Parties:

BOEM 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

The application from the institution must be submitted through the www.Grants.gov portal. The applicant can locate the application package by visiting the Grants.gov portal and searching on CFDA number 15.444 or Announcement **M23AS00432** in the Grants.gov search engine. See sections D3 and D7 for more information on the application process.

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

SF-424 Application for Federal Assistance

- SF-424A Budget Information
- SF-424B Assurances (Non-Construction Programs)
- Project Narrative Form (including Proposal Cover Sheet described below)
- Budget Narrative Form
- Certification Regarding Lobbying (GG-Lobbying Form; Complete the Optional SF-LLL Lobbying Form only if lobbying has occurred)

Project Summary

Nomination for Morro Rock as a Traditional Cultural Place to the National Register of Historic Places

Scientific Integrity: All members of the project team shall comply with the Department of the Interior's Policy regarding the Integrity of Scientific and Scholarly Activities (<https://www.doi.gov/scientificintegrity>).

Project Narrative

Proposal Cover Sheet

The cover sheet of the proposal shall contain the following information:

1. Project Title:
2. PI(s):
 - i. Name:
 - ii. Address:
 - iii. Phone:
 - iv. E-mail:
3. Name of Tribe:
4. Contact Information for Technical and Administrative Negotiations
5. Project Status: New/Continuation
6. Project Duration: (years or months)
7. Proposed Start Date:
8. Proposed Draft Final Report Submission Date:
9. Proposed Completion Date:
10. Amount Requested From BOEM:
11. Amount and Sources of Non-Federal Match (if applicable):
12. Total Project Cost:
13. Signature, Name, and Contact Information of University PI and Co-Investigator:
14. Proposal Endorsement, including Signature, Name, Contact Information of Any Required Tribal Personnel

Proposal Text

The proposal must be in 11–12 point Times New Roman, Arial, or similar font with 1"-page margins. Non-conforming proposals will not be considered. Text, figures, *etc.* in support of items 1-10 below should be no longer than 15 pages. Please include the following in the Proposal:

1. Abstract
2. Background/Relevance to BOEM Issues, Information Needs, and Research Topics: Give a brief introduction to the research problem. State how the proposal addresses BOEM goals. Explain why the work is important.
3. Objectives/Hypotheses: Clearly define goals of the project.
4. Methods/Analyses: Provide a clear description of planned research methodologies and analyses.
5. Project Deliverables and Planned Products: Applicants shall provide plans for executing the duties of the awardee listed in Section F3 and the deliverables in Section A3 as outlined in the Table in Section H including a rough timeline for these deliverables.
6. Staffing Plan: All key personnel (including graduate student workers) shall be identified by name. List the PI first, followed by the names of other individuals. Indicate the role and anticipated level of effort for each key participant offering unique or specific

contributions to the project (oceanographer, geochemist, field assistant, *etc.*). If names of any key participants are unknown, a proposal addendum with the names and *curricula vitae* must be submitted prior to award.

7. Performance Measures: Applicants shall suggest specific measures that will be used to monitor project progress, including progress of sub-awardees (e.g., quality and timely deliverables, timely completion of fieldwork or other project components, draft peer-reviewed articles). These performance measures will be incorporated in the cooperative agreement award and reviewed as part of any continuation request.
8. Critical Starting Dates (e.g., for season-limited field work): Identify any critical starting dates and the reason why project success is dependent upon that start date.
9. Publication and Presentation: BOEM strongly encourages the Awardees to publish project reports in scientific and technical journals, and present results to the scientific community, appropriate professional organizations, and local, State, and/or Federal agencies as part of the project (see also **Section H**). These publications and meetings should be included in the proposal and budget.
10. Bibliography: List all references cited in the text, as well as references that are relevant to the current proposal from your past work in the field.
11. Curricula Vitae (maximum two pages) for each identified key participant. Emphasize previous experience in the field of study that the proposal addresses.
12. Letters of Commitment: Provide signed letters of commitment by matching fund grantors, contractors, and sub-grantees (if applicable).
13. Budget Spreadsheet: In addition to SF-424a Budget Information form in **Section E2**, include information in a format which provides personnel, travel, services, supplies, equipment, and indirect costs on an annual basis for both the requested BOEM funds and for the anticipated match funds (if match funds are applicable).
14. Budget Justification Narrative: See below.

SF 424A, Budget Information for Non-Construction Programs

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. Federal award recipients and subrecipients are subject to Federal award cost principles per the [“DOI Standard Award Terms and Conditions”](#). The CFDA number(s) for this program appears on the first page of this announcement.

Budget Narrative/Detailed Spreadsheet

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.

This information will provide more details than the SF-424a form and will provide adequate information for the Contracting Officer to conduct a detailed analysis of the costs to determine they are reasonable, allowable, and allocable. Please include the following:

1. Salaries and Wages. List positions, rate of compensation and estimated number of hours. If contract employees are hired, include their total time, rate of compensation, job titles, and roles.
2. Fringe Benefits/Labor Overhead. Indicate the rates/amounts in conformance with normal accounting procedures. Explain what costs are covered in this category and the basis of the rate computations. Provide a copy of the negotiated rate agreement, if available.
3. Lab Analyses. Briefly itemize cost of all analytical work.
4. Supplies. Enter the cost for all tangible property. Include the cost of office, laboratory, computing, and field supplies separately. Provide detail on any specific item that represents a significant portion of the proposed amount. Provide a statement that supplies will be purchased in accordance with 2 CFR 200.318–326.
5. Equipment. Show the cost of any equipment necessary for achieving the objectives of the project.
6. Services or Consultants. Identify the tasks or problems for which such services would be used. List the contemplated sub-Awardees by name (including consultants), the estimated amount of time required, and the quoted rate per day or hour. Sub-applicant proposals should provide cost breakdowns at the same level of detail as the Applicant's proposal. If contract employees are hired, include their total time, rate of compensation, job titles, and roles. Provide a statement that salaries will be charged at the actual rate and that the rate is comparable to others doing similar work within the organization.
7. Travel. State the purpose of the trip and itemize the estimated travel costs to show the number of trips required, the destinations, the number of people traveling, the per diem rates, the cost of transportation, and any miscellaneous expenses for each trip. Calculations of other special transportation costs (such as charges for use of applicant-owned vehicles or vehicle rental costs) should also be shown.
8. Publication Costs. Indicate an estimate of labor and other unique costs associated with preparation of the draft final report. If publication of results of the research in the peer-reviewed literature (identify likely publications) is anticipated, include costs of drafting or graphics, reproduction, page, or illustration charges, open access fees, and a minimum number of reprints.
9. Other Direct Costs. Itemize the different types of costs not included elsewhere.
10. Total Direct Charges. Totals for items 1–9.
11. Indirect Charges (Overhead). Indirect cost/general and administrative (G&A) cost. Show the proposed rate, cost base, and proposed amount for indirect costs based on the cost principles applicable to the Applicant's organization. If the Applicant has separate rates for recovery of labor overhead and G&A costs, each charge should be shown. Provide a copy of the negotiated rate agreement with the Applicant's Federal cognizant audit agency. *[If applicable.]*
12. Amount Proposed. Total items 10 and 11.

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. Please reference the [Federal Activities Inventory Reform Act](#) for additional details.

(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 subrecipients, 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 subrecipients.

(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 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 on the "Packages" tab of 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.

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

Identifier and System for Award Management (SAM.gov) Registration: This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a [Unique Entity Identifier \(UEI\)](#) which replaces the Data Universal Numbering System (DUNS) number from Dun & Bradstreet in April 2022. A Federal award may not be made to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Federal award recipients must also continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s).

Register with the System for Award Management (SAM)

Applicants can register on the [SAM.gov](https://sam.gov) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov “[Register with SAM](#)” page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities will be assigned a Unique Entity Identifier (UEI). Entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity’s IRS information. There is no cost to register with SAM.gov. There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; please be aware you can register and request help for free. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Application Due Date

08/07/2023

Application Due Date Explanation

Electronically submitted application 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 Costs: Individuals

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.

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 ["Program Title"], 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 the Financial Assistance Interior Regulation (FAIR) 2 CFR §1402.414. If we do not have an approved indirect cost rate with our cognizant agency, we understand that 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 [insert Bureau Here] to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that [Insert Bureau Here] 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 the indirect costs are 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.

Prohibited Uses of Awards Funds

Reimbursement of Pre-Award Costs

D7. Other Submission Requirements

Please be aware that the electronic submission process requires first time users to register using an e- Authentication process. This registration process can be somewhat complex and can take up to 3 weeks to complete. Be advised that it is virtually impossible to begin the process of electronic submission for the first time if you start just a few days before the due date. If you are from a university, contact your Office of Sponsored Programs. They may already have completed the registration process and should work with you to submit the application.

If you have any questions or problems with the registration process, or the completion of the application package, please contact the grants.gov help desk at 1-800-518-4726 or support@grants.gov.

Briefly, when you submit a grant application package to Grants.gov, you will receive a confirmation screen as well as three additional emails over two business days from Grants.gov informing you of your application processing status: 1. Confirmation screen

2. Submission Receipt (with “Track My Application” link) 3. Submission Validation (or Rejection with Errors) 4. Agency Retrieval

CONFIRMATION: Submission Confirmation Screen.

After you submit your grant application package, a confirmation screen will appear on your computer screen. This screen confirms that you have submitted an application to Grants.gov.

NOTIFICATION 1: Submission Receipt Email Within two business days after your application package has been received by the Grants.gov system, you will receive a submission receipt email which indicates that your submission has entered the Grants.gov system and is ready for validation. This email also contains a tracking number for use while tracking the status of the submission as well as a “Track My Application” link, to use to see the progress of your submission.

NOTIFICATION 2: Submission Validation Receipt Email – This is the important one!

After you receive the submission receipt email, the next email you will receive will be a message validating or rejecting your submitted application package with errors. The Grants.gov system is designed to check for technical errors within the submitted application package. Grants.gov does not review application content for award determination. Grants.gov will not post the application if there are errors. Failure to correct errors and submit by the date and time for closing may not be a reason for accepting a late application.

NOTIFICATION 3: Grantor Agency Retrieval Email Once your application package has passed validation it is delivered to the grantor for award determination and further approval. After the grantor has confirmed receipt of your application, you will be sent a **third and final email** from Grants.gov. The grantor may also assign your application package an agency specific tracking number for use within their internal system. IF YOU HAVE NOT RECEIVED THIS E- MAIL WITHIN FOUR DAYS OF THE CLOSING DATE, PLEASE CONTACT THE CONTRACTING OFFICER.

If you need help entering your proposal, you can reach the **Grants.gov Contact Center at: 1-800- 518- 4726**. Their hours of operation are Monday-Friday, 7:00 a.m. to 9:00 p.m., Eastern Time, and they are closed on Federal Holidays.

During the application period an applicant may submit a revised or corrected proposal through grants.gov. Include a cover letter as the first page of the proposal stating that the proposal is revised and indicating that the previous submittal is to be withdrawn from consideration. See Section 11, Application Preparation Instructions, which describes requirements for the proposal and other application components.

Please allow sufficient time for the proposal to be submitted electronically through Grants.gov and allow time for possible computer delays. Applicants are strongly advised not to wait until the last minute for submission. A proposal received after the closing date and time will NOT be considered for award. If the BOEM determines that a proposal will not be considered for award due to lateness, the applicant will be notified immediately.

D8. Application Checklist

SF-424, Application for Federal Assistance or Application for Federal Assistance-Individual
SF-424B or D, Assurances

Project Narrative

SF-424A or C, Budget Information

Budget Narrative

Indirect Cost Statement and related documentation (when applicable)

Conflict of Interest Disclose (when applicable)

SF-LLL, Disclosure of Lobbying Activities (when applicable)

E. Application Review Information

E1. Criteria

Evaluation Criteria

Maximum Points: 100

All proposals will be evaluated in accordance with the following five criteria:

A. Research Quality and Impact

Maximum Points: 20

Is the research of good quality and clear and concise? Is it of relevance to the BOEM mission? Is the approach proven or will the project use a unique approach? Is the approach well thought out?

B. Work Plan/Methodology

Maximum Points: 20

Is the strategy clear? Are the geographic areas selected for study appropriate? Are the methods and instruments selected for research appropriate?

C. Planned Products and Dissemination of Results

Maximum Points: 20

Are the products clearly defined? Will results be submitted for publication to a peer-reviewed journal?

D. Budget Justification and Clarity

Maximum Points: 20

Is staff sufficient to accomplish the proposed goals? Are expenses, supplies, equipment, travel, and other expenses appropriate? Are expenses adequately itemized?

E. Experience/Competence of Research Personnel

Maximum Points: 20

Have the applicants demonstrated (through bibliographic references, relevant education, experience, awards, etc.) that they are capable of doing the proposed research?

E2. Review and Selection Process

The proposal will be reviewed by BOEM scientists and program managers, and possibly external peer reviewers. Reviewers have expertise in Federal offshore programs and/or the specific discipline of the proposal.

E3. CFR - Regulatory Information

- 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
- 2 CFR Part 25, *Universal Identifier and System for Award Management*
- 2 CFR Part 170, *Reporting Subaward and Executive Compensation Information*
- 2 CFR Part 175, *Award Term for Trafficking in Persons*
- 2 CFR Part 182, *Governmentwide Requirements for Drug-Free Workplace*
- 2 CFR Part 1400, *NonProcurement Debarment and Suspension*
- 2 CFR Part 1401, *Requirements for Drug-Free Workplace*
- 2 CFR Part 1402, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
- 43 CFR Part 18, *New Restrictions on Lobbying*

E4. Anticipated Announcement and Federal Award Dates

Application is due by 5:00 p.m. EDT on the Application Due Date listed in Section D4.

F. Federal Award Administration Information

F1. Federal Award Notices

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

F2. Administrative and National Policy Requirements

See the “DOI Standard Terms and Conditions” for the administrative and national policy requirements applicable to DOI awards.

The link to the DOI Standard Terms and Conditions is <https://www.doi.gov/grants/doi-standard-terms-and-conditions>.

Award Administration Information

The Awardee is responsible for managing the day-to-day operations of the cooperative agreements and sub-awards to ensure compliance with applicable Federal statutes, regulations, and policies. The Awardee is also responsible for meeting the performance goals identified in the Proposal Text. Awards based on the application submitted to, and as approved by, BOEM are subject to the terms and conditions incorporated either directly or by reference in the following section.

Terms and Conditions

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) BOEM carries with it the responsibility to be aware of and comply with the terms and conditions of 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 as approved by, BOEM and are subject to the terms and conditions incorporated either directly or by reference in the following:

- Program legislation/regulation;
 - Special terms and conditions;
 - Code of Federal Regulations/Regulatory Requirements, as applicable;
- Contact the Contracting Officer with any questions regarding the applicability of the following:
- 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
 - 2 CFR Part 25, *Universal Identifier and System for Award Management*
 - 2 CFR Part 170, *Reporting Subaward and Executive Compensation Information*
 - 2 CFR Part 175, *Award Term for Trafficking in Persons*
 - 2 CFR Part 182, *Governmentwide Requirements for Drug-Free Workplace*
 - 2 CFR Part 1400, *NonProcurement Debarment and Suspension*
 - 2 CFR Part 1401, *Requirements for Drug-Free Workplace*
 - 2 CFR Part 1402, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
 - 43 CFR Part 18, *New Restrictions on Lobbying*

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. 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.

BOEM will conduct oversight and monitoring of the work progress and financial status of each cooperative agreement by requiring the following information from the Awardee institution, at a minimum:

- a. Federal Cash Transactions Reports. The Awardee must submit the Standard Form 425, *Federal Financial Report* and, when necessary, its continuation form if funds are withdrawn in advance of expenditures. BOEM will use the form to monitor the cash advanced to the Awardee, and to obtain disbursement or outlay information for each cooperative agreement.
- b. Performance and Financial Status Reporting Requirements. Reporting requirements for the projects are regulated by 2 CFR Part 200. These regulations specify basic cooperative agreement reporting requirements including performance and financial reports. BOEM will work closely with the Awardee to incorporate appropriate performance and financial reporting requirements into each cooperative agreement award, consistent with 2 CFR Part 200. These regulations provide some flexibility in determining the appropriate content and frequency of performance and financial reports. At a minimum, however, the reporting schedule will require the Awardee to report their progress at least quarterly and yearly submission of financial status reports.
- c. Single Audit Requirements. Non-Federal entities that expend financial assistance funds of \$750,000 or more in Federal awards must have a single or a program-specific audit conducted for that year. Non-Federal entities that expend less than \$750,000 in Federal awards are exempt from Federal audit requirements for that year, except as noted in 2 CFR 200.501.
- d. Technical Reporting Requirements (to be submitted by project PI). Quarterly Reports, Annual Progress Reports, Draft and Final Reports, and Draft and Final Technical Summaries are required. Details are available at: <http://www.boem.gov/Environmental-Studies-Program-Report-Specifications/>.

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. At a minimum, all recipients must submit a final performance 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. See Service policy 516 FW 1, Monitoring Financial and Performance Reporting for Financial Assistance for more information.

Additional Reporting and Deliverables Requirements (Also see SectionH)

Performance Measures

At the end of the project, the PO will assess performance of the program by answering the following questions:

1. Did the project address the objectives as cited in the cooperative agreement?
2. Were the results obtained from the project useful to BOEM information needs?
3. Were the project results useful for National Environmental Policy Act (NEPA) analyses?
4. Did the project identify new resources or issues relevant to BOEM's mission?

MEETINGS, REPORTS, AND OTHER DELIVERABLES

Post-Award Meeting

The Recipient will hold a Post-Award Meeting (PAM) via a video or hybrid in-person/video conference call approximately two (2) weeks, but no longer than one (1) month after Award begins on a date and time that is mutually agreeable to BOEM and the Recipient. The purpose of the PAM is to discuss roles, responsibilities, working relationships, major milestones, and task order deliverables. The Recipient will provide a Meeting Agenda and a Draft Action Plan one (1) week prior to the Post-Award Meeting to allow for review by all key team members involved. The Recipient will prepare and distribute notes and a Meeting Summary including a Final Action Plan which shall include action items such as suggested changes, modifications, and other items of discussions along with suggested actions or remedies within one (1) week after adjourning the meeting to the Contracting Officer (CO) and Project Officer (PO). Any agreed to changes that might affect the Agreement are subject to approval in writing by the CO.

Quarterly Progress Reports, Status Letters or Emails, and Correspondence

Submit Quarterly Progress Reports within one week of the end of the quarter to the CO and PO as email or email attachment. The Quarterly Progress Reports will include:

1. A summary of work accomplished and overall progress made in each task of the Agreement which shall include a list of datasets prepared, scientific presentations given (including a pdf submission of any presentation), and scientific manuscripts prepared and/or submitted for publication
2. A summary of any significant problems encountered during the preceding three (3) months, including an assessment of their probable impact on the Recipient's performance and statements of corrective actions taken or proposed

3. A summary of any major technical findings and interpretations during the preceding three (3) months
4. A list of any meetings held or other contacts made in connection with the Agreement during the preceding three (3) months, including a brief summary which outlines the subject, participants, date, location, and outcome of each such contact or meeting
5. A summary of major work activities scheduled for the next three (3) months
6. A summary of any questions or problems regarding the Recipient's work requiring discussion or resolution with BOEM

Status Letters or Emails are official communications outside of Quarterly Progress Reports that notify BOEM of important points regarding the progress of the project, including key decisions or accomplishments, and are distinct from Correspondence in that the latter encompasses electronic communications (email) concerning general questions, discussions, and clarifications on project progress.

Photographic Work Documentation

All photography and video must be collected with permission from Tribes and only submitted to BOEM after permission has been granted.

Performance of work during some tasks will be documented through photography and may include videography. The quality of the images and video shall be good to very good and shall be free of copyright restrictions and suitable for BOEM's use in printed material and Microsoft (MS) PowerPoint (ppt) presentations, or for duplication. The submitted images or video shall be identified by task, location, date, subject matter, photographer, and include the names of people that are clearly depicted. Unless otherwise specified by BOEM, the photography and videography shall be delivered to BOEM on external Universal Serial Bus (USB) 3.0 hard drive(s) with Type-A USB connectors, formatted for reading/writing by the current Microsoft Windows® computer operating system, shall be considered part of the Final Report, and shall be delivered to BOEM per the deliverable schedule for the Final Report.

Data Submission

Concurrent with submission of the Draft Report, the recipient shall submit all databases, metadata, and other information relevant to the analyses conducted in the Draft Report, and sensitive or confidential data shall be clearly marked.

Synthesis Report Specifications and Data Delivery

1. **General.** Using the acquired data, analytical results, and conclusions from the study, the Recipient shall evaluate the acquired information, interpret the results, and generate tables and graphics as needed to fulfill the study objectives.
2. **Geographic data.** Where applicable, geographic data will be delivered in geodatabases (compatible with the most recent version of ArcGIS) on an external hard drive or other media acceptable to both parties. At a minimum, the geodatabases will include feature classes (shapefiles) for the detection data and grids (rasters) displaying the results of analyses and models. All detection feature classes will be in the WGS_1984 Geographic Coordinate System. For areas displayed, rasters will be created in an appropriate Cartesian Coordinate System agreed upon by BOEM and the Recipient, and will likely be UTM zones 4, 5, 9, 10, or 11. All geographic data products will be adequately described

with detailed metadata conforming to either Federal Geographic Data Committee (FGDC) Content Standard for Digital Geospatial Metadata, or the International Organization for Standards (ISO) Geographic Information – Metadata Standard 19115. Metadata will include detailed explanation of how the data were collected and analyzed

3. **Study footprint.** A study footprint that geographically references the study area will be delivered. This footprint should be the area for the NRHP Nomination. The footprint should be developed in accordance with BOEM's ESP Data and Information Specifications and ESP Study Footprint Guidance (<https://www.boem.gov/environment/environmental-studies/esp-study-footprint-guidance>).
4. **Data and image delivery to BOEM.** All data and images will be submitted to BOEM on an external hard drive or other media acceptable to both parties.

Journal Publication(s) and/or Oral Presentation(s)

The Recipient shall require of all investigators that all manuscripts intended to be published in journals, and all abstracts or summaries prepared for oral and/or poster presentations, based on this study be submitted to BOEM and interested Tribes for courtesy review and comment prior to submittal to the journal or conference authority. All such publications and oral (and/or poster) presentations shall contain an acknowledgment of support from BOEM under this Cooperative Agreement.

An acknowledgment page shall be incorporated into the PowerPoint slides for oral presentations. Publication of scientific results in peer-reviewed journals is strongly encouraged. PowerPoint and poster presentations shall include BOEM's logo that the PO will provide upon request and any Tribes that participated in the project.

List of Purchased Equipment

If applicable, the Recipient shall submit a list of purchased equipment and provide a statement that equipment was purchased in accordance with 2 CFR 200.318–326 and managed in accordance with 2 CFR 200.313.

c. 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 [Insert Bureau Here] 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.

d. Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property 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, as 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 [Insert Bureau Here] 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)

First Name

Christy

Last Name

Tardiff

Address

45600 Woodland Road, Sterling, VA 20166

Telephone

(703) 787-1367

Email

Christy.Tardiff@bsee.gov

G2. Administrative/Budget Questions Program Office Contact

For programmatic technical assistance, please contact:

First Name

Last Name

Address

Telephone

Email

G3. Grants Staff Contact

For financial, awards management, or budget assistance, contact:

First Name

Christy

Last Name

Tardiff

Address

45600 Woodland Road, Sterling, VA 20166

Telephone

(703) 787-1367

Email

Christy.Tardiff@bsee.gov

G4. 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

H. Other Information

DELIVERABLES, DISTRIBUTION, AND DUE DATES

Deliverable products described above, shall be submitted in accordance with the Cooperative Agreement as shown in the schedule below.

DELIVERABLE	DISTRIBUTION	DUE
A. Post-Award Meeting, Meeting Agenda (electronic copy as either Adobe pdf or MS Word document)	Post-Award meeting via video teleconference among Principal Investigator (PI), Project Manager (PM), Contracting Officer (CO), and Project Officer (PO); Electronic copy of Agenda to CO and PO	Post-Award Meeting within one (1) month after Award begins. Meeting Agenda due one (1) week before Post-Award Meeting.
B. Post-Award Meeting Summary (electronic copy as either Adobe pdf or MS Word document)	CO and PO	Within one (1) week after Post-Award Meeting
C. Quarterly Progress Reports (electronic copy as either Adobe pdf or MS Word document)	CO and PO	Within 1 week of the end of each quarter
D. Status Letters or Emails (electronic)	CO and PO	As needed
E. Correspondence (electronic)	PO	As needed
F. Draft and Final Report / Nomination (electronic copy in <u>both</u> Adobe pdf <u>and</u> MS Word document)	Draft: PO Final: PO and CO	Draft: Two (2) months before the end of the POP Final: Within thirty (30) days of receipt of PO review comments on the Draft
G. Data Submission (using format agreed upon between Recipient and BOEM)	PO	Concurrent with Draft and Final Report / Nomination
H. Photographic Work Documentation (using format agreed upon between Recipient and BOEM)	PO	Concurrent with Draft and Final Report / Nomination, or earlier
I. Abstracts, Journal Publication(s), Posters, Outreach Materials, and Oral Presentation(s)	PO	Draft versions to be sent for courtesy review to PO and Tribes prior to submission to the publisher, conference, or

DELIVERABLE	DISTRIBUTION	DUE
(electronic copy in Adobe pdf, MS Word, and MS PowerPoint files as appropriate)		presented to the public; Final versions (if different) sent to PO and Tribes within one (1) week of completion
J. List of Purchased Equipment , if applicable (electronic copy as a MS Word document)	PO and CO	Concurrent with Final Report/Nomination

ADDRESSES FOR RECIPIENTS OF DELIVERABLES:
Contracting Officer (CO)

Christy Tardiff
Bureau of Safety and Environmental Enforcement
Acquisition Management Division
45600 Woodland Road, MS VAE-AMD
Sterling, VA 20166
Tel: (703) 787-1367
Email: Christy.Tardiff@bsee.gov

Project Officer (PO)

Bert Ho
Marine Archaeologist
Bureau of Ocean Energy Management
Pacific OCS Region
760 Paseo Camarillo, Suite 102
Camarillo, CA 93010
Tel: (820) 222-6174; Fax: (805) 388-1049
Email: Bert.Ho@boem.gov

Geospatial Data Act

All geospatial data* collected for or produced through the use of the Department of the Interior financial assistance funds are required to meet all relevant standards established by the Federal Geospatial Data Committee (FGDC) as authorized by Geospatial Data Act of 2018, Pub. L. 115-254, Subtitle F – Geospatial Data, §§ 751-759C, codified at 43 U.S.C. §§ 2801–2811. Interior

requires fully compliant metadata on all Geographic Information Systems files developed for financial assistance projects. If a funded financial assistance project involves acquiring or collecting geospatial data, the recipient is required to search GeoPlatform.gov to determine that no existing Federal, State, local or private data meet the Government's needs and are available at no cost before acquiring or collecting additional geospatial data.

Geospatial Data Act of 2018, Pub. L. 115-254, Subtitle F – Geospatial Data, §§ 751-759C, codified at 43 U.S.C. §§ 2801–2811 - Federal recipient collection of geospatial data through the use of the Department of the Interior financial assistance funds requires a due diligence search at the GeoPlatform.gov list of datasets to discover whether the needed geospatial-related data, products, or services already exist. If the required data set already exists, the recipient must use it. If the required data is not already available, the recipient must produce the proposed geospatial data, products, or services in compliance with applicable proposed guidance and standards established by the Federal Geospatial Data Committee (FGDC) posted at www.fgdc.gov.

Recipients must submit a digital copy of all GIS data produced or collected as part of the award funds to the bureau or office via email or data transfer. All GIS data files shall be in open format. All delineated GIS data (points, lines or polygons) should be established in compliance with the approved open data standards with complete feature level metadata.

*Geospatial data refers to data regarding natural or man-made, imaginary, or physical features. It also includes location information, and information referring to boundaries, points of interest, and mobility data.

Requirements for Availability of Data (2 CFR § 1402.315)

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.

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.