U.S. Fish and Wildlife Service

FWS - Fisheries

Notice of Funding Opportunity

Yukon River Salmon Research and Management Assistance FY 2023
Fiscal Year: 2023
F23AS00187

Due Date for Applications: **04/26/2023**

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A. Program Description

Authority:

The Yukon River Salmon Act (16 U.S.C. §55701 et seq.),

Assistance Listing Number:

15.671

Background, Purpose and Program Requirements:

The Yukon River Salmon Research and Management Assistance (R&M Fund) is administered by the Fisheries Program of Region 7.

The U.S. Fish and Wildlife Service (Service) receives funds for implementation of the Yukon River Salmon Agreement of 2000 (Agreement) with Canada. The Agreement authorizes funds for the implementation of the Agreement including funds for cooperative research and management projects on the Alaska Portion of the Yukon River. The Service administers these funds through financial assistance on a competitive basis for projects, studies, and events that advance the scientific and public community's understanding of the biology and management of salmon, with focus on Yukon River Chinook and Chum salmon stocks in Alaska. The following is a request for Detailed Project Proposal of one year in length addressing the needs of the priority general Categories and Factors and specific near-term needs listed below.

One of the R&M Fund's primary purposes is to provide financial assistance to fund projects or studies that advance the scientific community's understanding and management of Chinook and Chum salmon in the Alaska Portion of the Yukon River. This advancement in understanding and management benefits not only the State and Federal resource managers, but more significantly the local communities and their residents who rely on the Yukon River to meet their subsistence, commercial, and recreational fishery needs.

Funding will support work beginning in May, 2023 with project activities completed in 2024. Applicants are strongly encouraged to develop projects that incorporate local capacity with members of Yukon River communities in which they may be working. Coordinating projects with state and federal regulatory agencies is also recommended, but not mandatory.

The U.S. Delegation of the Yukon River Panel (Panel) has laid out the following general **Categories** and corresponding **Factors** for the Fiscal Year 2023 R&M Fund. The four categories will be used as evaluation criteria for each proposal and are listed in descending order of importance from highest (Priority 1) to lowest (Priority 4). The factors within each category are not prioritized.

Category: Assess and achieve fishery management objectives (Priority 1).

1. Develop and/or improve in-season run size and stock specific estimates at the mouth of the Yukon River.
2. Develop or incorporate new methodologies and/or approaches to improve management and research capability.
3. Develop and expand the genetic baseline for Alaska Yukon River Basin salmon stocks.
4. Identify stock composition of salmon runs through genetic stock identification.
5. Monitor salmon escapements by Alaskan Genetic Groupings.

Category: Build and maintain public support of, and meaningful participation in, salmon resource management (Priority 2).

1. Build and maintain community capacity.
2. Develop mutual understandings between agencies and the public, best demonstrated by a third party.
3. Encourage conservation principles of the salmon resources.
4. Encourage stewardship of the resource.
5. Promote public values of the salmon resource.

Category: Improve understanding of salmon biology and ecology (Priority 3).

1. Assessment of the quality of escapements (e.g., age/size/sex; health).
2. Develop population estimates for Alaskan Yukon River Basin salmon stocks.
3. Investigate relationships between salmon and their physical environment.
4. Investigate relationships between salmon and other organisms.

Category: Assess, conserve and restore salmon habitats (Priority 4).

1. Habitat monitoring.
2. Identify and characterize salmon spawning and rearing habitats.
3. Identify and evaluate potential impacts to habitat.
4. Identify and monitor key salmon spawning streams/areas (index streams).
5. Identify and implement restoration opportunities.

The Panel has also identified two **near term priority needs**. Proposals that fall within the scope of the following priorities will receive additional points during the review process. Each proposal should incorporate elements of the Factors listed above.

1. Yukon River fall Chum Salmon stock assessment and genetics.
    - *Description of Focused Priority*: Fall Chum Salmon are an important resource within the Yukon, with the decline in the Chinook Salmon populations, there has been a trend towards a greater utilization of fall Chum Salmon particularly in communities unable to harvest other salmon species throughout the year. Although recent annual run sizes of Fall Chum Salmon have been healthy, the Panel is seeking proposals that utilize genetics to improve the mixed stock analysis of fall Chum Salmon in the harvest or the stock assessment of fall Chum Salmon returning to the Teedriinjik (Chandalar) and Porcupine rivers.

2. Yukon River salmon management awareness and participation.

Description of Focused Priority: There are over 42 communities within the Alaska portion of the Yukon River basin. These communities have diverse needs; however, they all significantly rely on salmon for a food resource. An informed and involved public is critical to effectively manage and conserve Yukon salmon stocks. The Panel seeks to build on past successes through supporting projects that increase awareness and participation in management and conservation of Yukon River salmon stocks. The Panel invites proposals that work towards public education and multi-stakeholder planning efforts necessary to develop and sustain locally-supported approaches for management.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding
$260,000

B2. Expected Award Amount

Maximum Award
$120,000

Minimum Award
$2,000

B3. Expected Award Funding and Anticipated Dates

Expected Award Funding

Expected Award Date
May 01, 2023
Up to $260,000 may be awarded in the federal fiscal year 2023. Currently, the source of general funding is federally appropriated funds directed to the Service. The funds shall be used for salmon related projects, with focus on Chinook and chum salmon research and management located in the Alaska portion of the Yukon River drainage as recommended by the Yukon River Panel after review for scientific and technical merit. Due to the limited funds available, modest funding requests (< $60,000) are encouraged; however, higher amounts may be requested with appropriate justification. The period of performance for projects funded under this program is for one year, starting on the date the proponent indicates within the proposal. Proponent should keep in mind that due to when proposals actually receive approval for funding by the U.S. Delegation of the Yukon Panel (~early April) and the time needed to process the financial assistance that the project may begin prior to award notification with a signed notification of risk document. In general, past and present recipients of awards under this program are eligible and all applicants must submit new proposals to compete for funding each year. Applicants who had projects funded with these funds in previous years, and who have applications that successfully compete for funding through this notification, will not receive their 2023 funds until the Technical Review Committee reviews and accepts their interim or final report for previously funded work. This program uses grant agreements as the primary assistance instrument.

B4. Number of Awards

Expected Number of Awards
5

B5. Type of Award

Funding Instrument Type
G - Grant

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants
99 – Unrestricted (i.e. open to any type of entity above), subject to any clarification in the text field entitled "Additional Information on Eligibility"

Additional Information on Eligibility
Individuals and organizations submitting proposals should have the necessary technical and administrative abilities and resources to ensure successful completion of studies. Entities submitting proposals may be of Commercial, Individuals, Institutions of Higher Education, Hospitals, Other Non-Profit Organizations, State Government, Local Government, Federally recognized Indian Tribal Governments, Native American tribal organizations, Cooperative Ecosystem Studies Unit (CESU) Network and/or Federal Entities. United States non-profit, non-governmental organizations must provide a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service. Eligible recipients must appear in the SAM.gov Assistance Listing (CFDA) profile.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement
No

Percentage of Cost Sharing / Matching Requirement
Cost sharing or matching is not required for this funding opportunity; however, it is strongly encouraged.
Applicants may attribute some or all of their allowable indirect costs as a voluntary committed cost-share/match.

C3. Other

In order to be considered for funding under the R&M Fund, the proposed project should improve the understanding of the biology and management of the Yukon River salmon within the Alaska portion of the Yukon River drainage.

Foreign Entities or Projects:
State Sponsors of Terrorism: This program will not fund projects in countries determined by the U.S. Department of State to have repeatedly provided support for acts of international terrorism and therefore are subject to sanctions restricting receipt of U.S. foreign assistance and other financial transactions.

Office of Foreign Assets Control Sanctions: This program will not fund projects in countries subject to comprehensive sanction programs administered by the U.S. Department of Treasury, Office of Foreign Asset Control without proper licenses.

In-Country Licenses, Permits, or Approvals: Entities conducting activities outside the U.S. are responsible for coordinating with appropriate U.S. and foreign government authorities as necessary to obtain all required licenses, permits, or approvals before undertaking project activities. The Service does not assume responsibility for recipient compliance with the laws, regulations, policies, or procedures of the foreign country in which they are conducting work.

Excluded Parties:

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

D. Application and Submission Information

D1. Address to Request Application Package

You can request application materials from the Service point of contact by U.S. Postal Service, fax or by email by contacting our administrator and they will direct you to the appropriate contact:

Northern Alaska Fish and Wildlife Field Office
101 12th Avenue, Room 110
Fairbanks, Alaska 99701
Phone: 907-456-0236, Fax: 907-456-0454

Program Website Link

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

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

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

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

If this application requests more than $100,000 in Federal funds, the Authorized Representative's signature on or submission of the SF-424 form in GrantSolutions also represents their certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying.

When completing the SF-424 Application form, enter only the amount requested from this Federal program in Box 18a, Estimated Federal Funding. Include any other Federal sources of funding in Box 18e. Estimated Other Funding and identify any such sources and amounts in the required Budget Narrative (see below). For individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), do NOT include your Social Security Number on this or any other document to be submitted with your application! When completing the SF-424 Application form, individuals must enter in Box 8b. Employee/Taxpayer Identification Number (EIN/TIN) the substitute number "444-44-4444." Individuals may register in SAM.gov but are not required to have a SAM.gov registration. For individuals without a SAM.gov registration enter in Box 8c. the substitute Unique Entity Identifier (UEI) "KA5HQCLKUVW1 "

SF 424B, Assurances for Non-Construction Programs
Individuals applying for and receiving funds separate from a business or non-profit organization he/she may own or operate, and entities waived from the SAM.gov registration requirements by the funding bureau or office must submit the signed and dated SF-424B, Assurances for Non-Construction Programs form. All required application forms are available with this announcement on Grants.gov and in GrantSolutions. All other financial assistance applicants must complete the "Financial Assistance General Certifications and Representations" as part of their SAM.gov entity record.

Project Abstract Summary (OMB Number 4040-0019)
Applicants must complete and submit the Project Abstract Summary form. The Project Abstract Summary form must provide a brief award description. The description must be in plain language that the public can understand without viewing the full application proposal. It should include a brief, simple description of the project purpose, activities to be performed, deliverables and expected outcomes, intended beneficiaries, and subrecipient activities, if known at the time of submission.

Do not include personally identifiable, sensitive, or proprietary information in the award description as this is available to the public. Use only English characters, numbers, punctuation, and standard symbols. Use of non-English, non-standard characters (also referred to as special or extended ASCII characters) will result in the award description failing to be reported correctly to USASpending.gov. Award descriptions are limited to 4,000 characters or less. Applicants should check the length of the award description and proofread for proper grammar and spelling.

For applicants applying through Grants.gov: Applicants must download and complete the Grants.gov "Project Abstract Summary" form from the full text announcement. To submit the Grants.gov "Project Abstract Summary" form with the application, applicants must add the form as an attachment to the Grants.gov "Attachments" form that is included in the application package.

For applicants applying through GrantSolutions-Grants Management Module (GS-GMM): Applicants must enter the information in the Project Abstract Summary screen. Do not upload a document in place of entering the information directly into GS-GMM Project Abstract Screen.

Project Narrative

A. Introduction:

***Project Justification**:* Describe in detail why there is a need for your project and why it should receive funding from the R&M fund. The specific issue being addressed must be related to one or more of the following specific needs: developing or refining current management techniques, improving public support/participation in management, filling gaps in knowledge of biology and ecology; or improving aquatic habitat.

***Project Relevance**:* Briefly explain the goal and value of the proposed project and describe how the proposed project will address: specific management needs; improving aquatic habitat; gaps in knowledge of biology and ecology; or improving public support/participation in management of Yukon River salmon within the Alaskan portion of the Yukon River Basin. To earn a higher ranking under this criteria, investigators should clearly describe how the information collected would ultimately be applied to conservation and regulation of the Yukon River salmon fisheries within the Alaskan portion of the Yukon River Basin.

B. Project Goals and Objectives: Provide a numbered, annotated listing of your project objectives in the sequence they would be completed; this should not be a narrative in paragraph form. Objectives are the specific outcomes to be accomplished in order to reach the stated goal(s). The project objectives must be specific, measurable, achievable, repeatable, and time bound. If there are multiple investigators, clearly describe which investigator(s) would be responsible for each objective.

This section must also provide a list of clear hypotheses that will be addressed through the project if a research component exists.

i. ***Objective 1:***
   a. ***Hypothesis:***
ii. ***Objective 2:***
   a. ***Hypothesis:***

C. Project Activities, Methods and Timetable:

A. **Methods and Technical Merit:**

To improve clarity, please divide this section into the following subsections that represent different components of the project:

i. **Study Area:** List the nearest communities, major watershed and land status (e.g. village or native corporation, State, National Park/Preserve, National Wildlife Refuge, etc.) of project area. Include map of project area (Refer to section J. of this call for specific instructions).

ii. **Methods**: Provide details (sampling procedures, etc.) on the methods you will use to address each of the objectives listed above. Demonstrate that you have evaluated or established the most appropriate methods to meet your objectives. That is, what have you already done to prepare for this project (i.e. pilot studies, conducted project in previous years)? Descriptions of the methods employed should be detailed enough to enable reviewers to fully assess the technical components of the project. Provide justification and support for the methodology that you will use.

iii. **Project Design**: Describe and justify the experimental design, assumptions, required sample size, and/or the type of analyses that will be used for the proposed project. In projects that have a sample size component, please articulate the reasoning for your selected size (i.e. results of power analyses). If project does not contain a statistical design, explain your reasoning for designing the project the way it is. Concisely state the analytical approach.

B. ***Project Operation Schedule***: Provide a date (mm/dd/year) of when each project objective will begin and end and who will be responsible for achieving the objective if multiple proponents are involved.

i. ***Objective 1***:
ii. ***Objective 2***:

In addition, please complete the table below with timing of when specific portions of your project will be completed. Note: This is an example and can be modified to compliment your project goals and objectives.

Task	***May-June***	***July – Aug***	***Sept – Oct***	***Nov – Dec***	***Jan-Feb***	***Mar-Apr***
Project Start	xx					
Sampling		***xx***				
Data Analysis			***xx***			
Report Writing			***xx***	***xx***		
Draft Final Report					***xx***	
Final Report	June, 2024					

D. Stakeholder Coordination/Involvement: Describe the ways in which this project would develop partnerships and build the capability and expertise of members of the communities this project would be occurring in or near. Describe specific plans to hire and train local residents and the type of skills that would be taught. Summarize how the project would promote interaction among rural residents, agencies and other organizations in information gathering, data analysis, reporting, and information sharing. <u>If **not** applicable to your proposal, please mark this is Not Applicable.</u>

E. Project Monitoring and Evaluation: This section should include the vision of this project beyond this current funding year. Describe how the results of your project will help manage and conserve Yukon River salmon stocks. Describe the anticipated outcomes and/or benefits of the project and identify how you will monitor and/or evaluate the short-term and long-term success of your project. Identify what you will measure and how you will measure if you have achieved your stated objectives. Reference the stated project timetable (i.e., process indicators) and budget information (i.e., input indicators). Identify the products and/or services to be delivered, how they will be delivered, and whom they will be delivered to (i.e., output indictors). Detail the expected direct effect(s) of the project on beneficiaries (i.e., outcome indicators). Include any available questionnaires, surveys, curricula, exams/tests or other assessment tools to be used for project evaluation. Describe the resources and organizational structure available for gathering, analyzing, and reporting monitoring and evaluation data. If applicable, describe how project participants and beneficiaries will participate in monitoring and evaluation activities. Describe how findings will be fed back into decision making and project activities throughout the project period.

F. 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. To prevent unnecessary transmission of Personally Identifiable Information, ***do not include Social Security numbers, the names of family members, or any other personal or sensitive information including marital status, religion or physical characteristics on the description of key personnel qualifications.***

a. Provide the following information in each description:
   i. Education and training
   ii. Duties of current position
   iii. Experience in duties related to the proposal
   iv. Past work on R&M Fund projects

G. Sustainability: As applicable, describe which project activities will continue beyond the proposed project period, who will continue the work or act on the results achieved, and how and at what level you expect these future activities will be funded. The proposal should also provide an explanation of the short-term results provide and the potential lasting results of the proposed project.

H. **Required Licenses and Permits:** Demonstrate that you have considered what permits or licenses you may be required for this study.

I. Literature Cited: Provide complete citations for published literature referenced in the above sections. If **not** applicable to your proposal please mark this is Not Applicable.

J. Map of Project Area: Map should clearly delineate the project area and be large enough to be legible. Label any sites referenced in the project narrative or if **not** applicable to your proposal please mark this is Not Applicable

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

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

Budget Narrative

Applicants must include a budget narrative that describes and justifies requested budget items and costs. In your budget narrative, describe how the SF-424 Budget Information, "Object Class Category" totals were determined. For personnel salary costs, generally describe how estimates were determined by identifying what type of staff will support the project and how much time they will contribute to the project (in hours or workdays). Describe any proposed items of cost that require prior approval under the Federal award cost principles, including any anticipated subawarding, transferring, or contracting out of any work under the award. If equipment previously purchased with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source. Identify any third-party cash or in-kind contributions that a partner or other entity will contribute to the project and describe how the contributions directly and substantively benefit completion of the project. For in-kind contributions, identify the source, the amount, and the valuation methodology used to determine the total value. See 2 CFR §200.306 for more information.

The budget narrative should be provided as a separate document. The budget template below, or something similar, should be used within your budget narrative to assist the proponent in outlining their budget from the SF-424 Budget information for the budget narrative. This also assists reviewers in identifying the components of proposals budget.

	Money to Federal Agency	Money to State Agency	Money to Alaska Native Organization	Money to Other Organization	**Total Requested from R&M**	Matching Funds
Personnel						
Fringe Benefits						

Travel						
Equipment						
Supplies						
Contractual						
Construction						
Indirect Costs						
TOTAL						

Conflict of Interest Disclosure

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

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

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

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

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

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

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

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

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

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

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

Identifier and System for Award Management (SAM.gov) Registration:

This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register as a financial assistance recipient in SAM.gov prior to submitting a Federal award application and obtain a Unique Entity Identifier (UEI) which replaced 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). Entities already registered in SAM.gov should review their registration to confirm that they are registered as a financial assistance recipient, which requires completion of the SAM.gov "Financial Assistance General Certifications and Representations". See the "Submission Requirements" section of this document below for more information on SAM.gov registration.

Applicants can register on the SAM.gov website. The "Help" tab on the website contains User Guides and other information to assist you with registration. The Grants.gov "Register with SAM" page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity's IRS information. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications
04/26/2023

Application Due Date Explanation
All proposals and required information from the Application Checklist are to be submitted by April 26, 2023, no later than 11:59 PM Eastern Standard Time. **Completed applications should be submitted electronically through GrantSolutions.gov.** Applicants submitting proposals using GrantSolutions.gov should note that they use Eastern Standard Time. Late applications are neither reviewed nor considered. Failure to provide complete information may cause delays, postponement, or rejection of the application.

Ways to submit an application	Application due date and time	When and in what form applicant will receive acknowledgement of receipt

Electronically through GrantSolutions.gov	April 26, 2023, 11:59 PM Eastern Standard Time	Email within 5 working days of receipt

Submit each document separately in its original format. Do not merge documents into a single PDF file. Standard Forms (SF) can be filed electronically in GrantSolutions.

APPLICANT CHECKLIST

All applicants except Federal Entities; Federal Entities see checklist below

- SF-424, Application for Federal Assistance or Application for Federal Assistance Individual
- SF-424A Budget form: A complete SF-424A Budget Information form
- SF-424B Assurances form: Signed and dated SF-424B Assurances form (required if not registered in SAM)
- SF-LLL form: If applicable, completed SF-LLL Disclosure of Lobbying Activities form
- Project Abstract
- Project Summary and Project Narrative/Investigation Plan (including Letters of Support from partnering organizations)
- Budget Table and Budget Narrative
- Indirect Cost statement and related documentation (when applicable), Conflict of Interest Disclosure, Single Audit Reporting Statement, Overlap and Duplication of Effort Statement: **Each statement should be addressed on letterhead and signed by an authorized representative of the organization receiving funding.**
- 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.

Federal Applicant Checklist (for Federal Applicants only)

- Project Abstract
- Project Summary and Project Narrative/Investigation Plan (including Letters of Support from partnering organizations)
- Budget Table and Budget Narrative
- Indirect Cost statement and related documentation (when applicable)
- Conflict of Interest Disclosure

D5. Intergovernmental Review

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

D6. Funding Restrictions

Indirect Costs: Individuals
Individuals applying for and receiving funds separate from a business or non-profit organization they may operate are not eligible to charge indirect costs to their award. If you are an individual applying for funding, you must not include any indirect costs in your proposed budget.

Indirect Costs: Organizations
The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior (DOI) is your organization's cognizant agency, the Interior Business Center (IBC) will negotiate your indirect cost rate. Contact the IBC by phone 916-930-3803 or using the IBC Email Submission Form. See the IBC Website for more information.
Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients may not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Required Indirect Cost Statement to be submitted by Organization:

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

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

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

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

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

- We are an organization with a current negotiated indirect cost rate. In the event we receive an award, we will charge indirect costs per our current negotiated rate agreement. Attached is a copy of our current rate agreement.
- We are an organization with a negotiated indirect cost rate that has expired. Attached is copy of our most recently negotiated rate agreement. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide the Service a copy of our approved rate agreement before charging indirect costs to the Federal award.
- We are an organization that has never negotiated an indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide the Service a copy of our approved rate agreement before charging indirect costs to the Federal award.
- We are an organization that does not have a current negotiated (including provisional) rate. In the event an award is made, we elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR §200.1. We understand we must use this methodology consistently for all Federal awards until such time as we negotiate a different rate with our cognizant agency. We understand that we must notify the Service in writing if during the award period we establish a rate that changes the methodology used to charge indirect costs to the award. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs and that such changes are subject to review, negotiation, and prior approval by the Service.
- We are an organization submitting a [insert either "Cooperative Fish and Wildlife Research Unit Program" or "Cooperative Ecosystem Studies Unit Network"] project proposal, which has an indirect cost rate cap of [insert rate; CRU is currently 15%; CESU is currently 17.5%]. In the event we receive an award, we understand that if we have a current negotiated (including provisional) rate we must charge the program's capped indirect cost rate to the same base identified in our approved indirect cost rate agreement, per 2 CFR §1402.414. If we do not have current negotiated (including provisional) rate, we understand we must charge the capped indirect cost rate against Modified Total Direct Costs (MTDC) as defined in 2 CFR §200.1.
- We are an organization that will charge all costs directly.

D7. Other Submission Requirements

The Service uses the GrantSolutions system to manage financial assistance applications and awards. Applicants must register in and conduct any subsequent award business with the Service in GrantSolutions. To apply, your organization and organization officials must be established in

GrantSolutions. To register your organization in GrantSolutions, send an email to help@grantsolutions.gov with the following information:

Subject: New Organization Request

- Organization/Individual Name
- Point of Contact first and last name, email, and phone number
- Organization Type
- SAM.gov Unique Entity Identifier (not required for individuals or Service-waived entities)
- Organization Employer Identification Number (Applicants that are INDIVIDUALS DO NOT include your social security number)
- Address

Organizational details should match those in the organization's SAM.gov registration. To establish organization official accounts and user role(s), complete a Recipient User Account Request Form for each official and email it to help@grantsolutions.gov. The GrantSolutions entity user roles are: Authorizing Official (ADO); Principal Investigator/Program Director (PI/PD); Support Specialist (GSS); Financial Officer (FO); and Financial Support Staff (FSS). All roles can do the following: enter applications, amendments, and reports, view awards, and view and create notes. The ADO and the PI/PD roles can also submit applications, amendments, and reports. The FO role can also submit reports. At a minimum, registered organizations must assign someone to the ADO and PI/PD roles. For more information, see the GrantSolutions Recipient Training and FAQs web page. For GrantSolutions registration, submission, and other assistance contact their Customer Support by telephone at 1-866-577-0771 or by email at help@grantsolutions.gov.

E. Application Review Information

E1. Criteria

E2. Review and Selection Process

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

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

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR

§200.206. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently $250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR §200.208 should be applied to the award.

The interagency Technical Review Committee (TRC) will review each detailed proposal submitted by the deadline and rank each proposal based on the criteria listed above. The ranking of each proposal will be provided as recommendations to the U.S. Delegation of the Panel for their final approval. Authors of selected Detailed Proposals by the Panel will be notified (~May 2023) by the Service. The Panel reserves the right to ask questions for clarification and conduct negotiations with promising proposal authors prior to final selection of the conceptual or detailed proposal. The Panel also reserves the right to eliminate from consideration any proposals whose author does not adhere to proposal deadlines or provide clarification in a timely manner, if and when clarification is sought.

E3. CFR – Regulatory Information

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

E4. Anticipated Announcement and Federal Award Dates

All applicants will receive a notification letter by email within 30 days of the final review decision as to whether or not the applicant's proposal was successful in receiving funding. This notification letter is not an authorization to begin project performance but to only inform applicants of the decision that was reached by the Panel

F. Federal Award Administration Information

F1. Federal Award Notices

All applicants will receive a notification letter by email within 30 days of the final review decision as to whether or not the applicant's proposal was successful in receiving funding. This notification letter is not an authorization to begin project performance but to only inform applicants of the decision that was reached by the Panel

F2. Administrative and National Policy Requirements

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

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

As required by Section 70914 of the Bipartisan Infrastructure Law (also known as the Infrastructure Investment and Jobs Act), P.L. 117-58, on or after May 14, 2022, none of the funds under a federal award that are part of a Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States, unless subject to an approved waiver. The requirements of this section must be included in all subawards, including all contracts and purchase orders for work or products under this program.

Data Availability
Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.315:

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

F3. Reporting

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

Non-Construction Performance Reports
Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals was not met, if appropriate; and any other pertinent information relevant to the project results. **Final** reports are due no later than120 calendar days after the award period of performance end date or termination

date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim performance**reports on the frequency established in the Notice of Award.

Construction Performance Reports
For construction awards, onsite technical inspections and certified percentage of completion data may be relied on to monitor progress for construction. Additional performance reports for construction activities may be required only when considered necessary. However, awards that include both construction and non-construction activities require performance reporting for the non-construction activities. See 2 CFR§200.329 for more information. The USFWS will describe all performance reporting requirements in the Notice of Award.

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

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

Conflict of Interest Disclosures
Per 2 CFR §1402.112, non-Federal entities and their employees must take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements. In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the provisions in 2 CFR §200.318 apply. 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. 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 Service Project Officer identified in their notice of award in writing of any conflicts of interest that may arise during the life of the award, including those that reported by subrecipients. The Service will examine each disclosure to determine whether a significant potential conflict exists and, if it does, work with the applicant or recipient to develop an appropriate resolution. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award.

Other Mandatory Disclosures
The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the

Federal award. Non- Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies for noncompliance described in 2 CFR §200.339, including suspension or debarment.

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

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First and Last Name:
Scott Walter
Telephone:
907-456-0218
Email:

scott_walter@fws.gov

G2. Program Administration

For **program administration assistance**, contact:

First and Last Name:
Scott Walter
Telephone:
907-456-0218
Email:
scott_walter@fws.gov

G3. Application System Technical Support

For Grants.gov technical registration and submission, downloading forms and application packages, contact:
Grants.gov Customer Support
Numeric Input Field: 1-800-518-4726
Support@grants.gov

For GrantSolutions technical registration, submission, and other assistance contact:
GrantSolutions Customer Support
1-866-577-0771
Help@grantsolutions.gov

H. Other Information

Payments

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

PAPERWORK REDUCTION ACT STATEMENT:

OMB Control Number: 1018-0100

Per the Paperwork Reduction Act of 1995 (PRA; 44 U.S.C. 3501 et seq.), the U.S. Fish and Wildlife Service (Service) collects information in accordance with program authorizing legislation to conduct a review and select projects for funding and, if awarded, to evaluate performance. Your response is required to obtain or retain a benefit. We may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Privacy Act Statement: This information collection is authorized by 5 U.S.C. 5701 et seq. The information provided will be used to administer all Service financial assistance programs and activities including to: (1) determine eligibility under the authorizing legislation and applicable program regulations; (2) determine allowability of major cost items under the Cost Principles at 2 CFR 200; (3) select those projects that will provide the highest return on the Federal investment; and (4) assist in compliance with laws, as applicable, such as the National Environmental Policy Act, the National Historic Preservation Act, and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. This information may be shared in accordance with the Privacy Act of 1974 and the routine uses listed in INTERIOR/DOI-89, Grants and Cooperative Agreements: FBMS - 73 FR 43775 (July 28, 2008). Furnishing this information is voluntary; however, failure to provide all requested information may prevent the Service from awarding funds.

Estimated Burden Statement: We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual times for these activities will vary depending on program-specific requirements. Direct comments regarding the burden estimates or any other aspect of the specific forms to the Service Information Clearance Officer, USFWS, U.S. Department of the Interior, 5275 Leesburg Pike, MS: PRB (JAO/3W), Falls Church, VA 22041-3803, or by email to Info_Coll@fws.gov.