

**Department of Homeland Security (DHS)**  
**Notice of Funding Opportunity (NOFO)**  
**National Nonprofit Organization Recreational Boating Safety (RBS) Grant**  
**Program**

Fraud, waste, abuse, mismanagement, and other criminal or noncriminal misconduct related to this program may be reported to the Office of Inspector General (OIG) Hotline. The toll-free numbers to call are 1 (800) 323-8603 and TTY 1 (844) 889-4357.

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**1. Basic Information**

**A. Agency Name**

U.S. Department of Homeland Security (DHS), United States Coast Guard (USCG),  
Office of Auxiliary & Boating Safety, Boating Safety Division (BSX)

**B. NOFO Title**

National Nonprofit Organization Recreational Boating Safety (RBS) Grant Program

**C. Announcement Type**

Initial

**D. Funding Opportunity Number**

DHS-USCG-NONPROFIT-2025

**E. Assistance Listing Number**

97.135

**F. Expected Total Funding**

\$6,195,859

**G. Anticipated Number of Awards**

Approximately 25-35 awards

**H. Expected Award Range**

Not applicable

**I. Projected Application Start Date**

05/09/2025

**J. Projected Application End Date**

06/18/25

**K. Anticipated Funding Selection Date**

No later than 09/12/25

**L. Anticipated Award Date**

No later than 09/30/25

**M. Projected Period of Performance Start Date**

10/01/2025

**N. Projected Period of Performance End Date**

09/30/2026

## **O. Executive Summary**

The mission of the National RBS Program is to ensure the public has a safe, secure, and enjoyable recreational boating experience by implementing programs designed to minimize the loss of life, personal injury, and property damage while cooperating with environmental and national security efforts via cooperative agreements to nonprofit organizations.

## **P. Agency Contact**

Cynthia Dudzinski: [cynthia.m.dudzinski@uscg.mil](mailto:cynthia.m.dudzinski@uscg.mil)

## **Q. Important Information & Key Changes from Previous Competitions**

1. The Assistance Listing number for this program has changed from 97.012 to 97.135: [National Nonprofit Organization Recreational Boating Safety Grant Program](#).
2. Updates to 2 CFR Part 200 required changes to the NOFO structure. Please carefully review this year's announcement: new sections have been introduced, previous sections have been reorganized, and its overall content has been streamlined.
3. The period of performance has been aligned to the fiscal year.
4. There are no limitations on the number of applications an organization can submit or the dollar amount requested per application.
5. Applicants should carefully review the [Eligibility](#) section.
6. If an application does not meet the [Threshold Criteria](#), it will not be reviewed.
7. The [Application Criteria \(Maximum 130 points\)](#) have been updated.
8. The program narrative page limit is now 15 pages rather than ten. See [Application Content and Format](#).
9. The budget and budget narrative templates have been merged into one Excel file.
10. Applicants proposing to conduct interviews, research, or surveys must budget the cost of an Institutional Review Board (IRB).

## **2. Eligibility**

### **A. Eligible Entities/Entity Types**

Nonprofit with 501(c)(3) IRS Status (Other than Institutions of Higher Education)

### **B. Project Type Eligibility: National-In-Scope**

1. Applicants must demonstrate the ability to provide RBS services via at least one of the three definitions of national-in-scope.
2. The USCG defines national-in-scope as:
  - a. the ability to provide RBS services in all regions per **Appendix A: Grant Regional Map**
  - b. currently providing recreational boating services in all regions
  - c. proposing a specific plan and timeline to partner and/or contract with other national, state, and/or local organizations across all regions to provide RBS services.

**C. Requirements for Personnel, Partners, and Other Parties**

There are no additional requirements.

**D. Maximum Number of Applications**

Not applicable

**E. Additional Restrictions**

1. Applicants must be a nongovernmental organization.
2. Applicants must be designated as a nonprofit organization with tax-exempt status by the Internal Revenue Service (IRS) in accordance with 26 U.S.C. § 501(c)(3).

**F. Additional Information**

1. Applicants are required to submit a copy of their letter from the IRS specifying the organization's status. See [Program-Specific Required Documents and Information](#).
2. The mission of the applicant organization does not need to focus exclusively on recreational boating.
3. A national membership base does not suffice as "national-in-scope."
4. Nonprofit organizations that are associated with profit-making or taxable organizations are eligible for grants if they meet all the eligibility requirements.

**G. Additional References for Eligibility Factors within the NOFO**

1. [Application Components](#)
2. [Threshold Criteria](#)
3. [Application Criteria \(Maximum 130 points\)](#)
4. [Financial Integrity Criteria](#)
5. [Supplemental Financial Integrity Criteria and Review](#)

**H. Cost Sharing Requirement**

There is no cost share requirement

**I. Cost Share Description, Type, and Restrictions**

Not applicable

**J. Cost Sharing Calculation Example**

Not applicable

**K. Required Information for Verifying Cost Share**

Not applicable

**3. Program Description**

**A. Background, Program Purpose, and Program History**

The purpose of the National RBS Program is to reduce the number of accidents, injuries, and deaths on America's waterways and to provide a safe enjoyable

experience for the boating public. The program also encourages greater nonprofit organization participation and uniformity in boating safety efforts.

## **B. Goals and Objectives**

1. [The Strategic Plan of the National RBS Program](#) has three initiatives designed to prevent deaths and injuries of recreational boaters. They are:
  - a. **Initiative 1:** Positively Influence Recreational Boater Behavior
  - b. **Initiative 2:** Positively Influence Recreational Boat and Accessory Manufacturers
  - c. **Initiative 3:** Leverage Recreational Boating Data
2. BSX will facilitate the execution of the three initiatives via the courses of action (CoA) and activities listed in the strategic plan.
3. Nonprofits may review the CoAs and activities to understand the intent of each initiative, but ***applicants are not required to cite and/or specifically address an individual CoA or activity.***
4. Nonprofits should use the framework of the strategic plan to contextualize the overall goals of the National RBS Program but ***are encouraged to apply for any project that fits one or more of the three initiatives.***

## **C. Program Rationale**

1. The Strategic Plan of the National RBS Program describes the USCG's goals and strategies to ensure the public has a safe, secure, and enjoyable recreational boating experience by implementing programs that minimize the loss of life, personal injury, and property damage while cooperating with environmental and national security efforts.
2. The strategic plan can be found online at: [RBS Strategic Plan 2022-2026](#).

## **D. Federal Assistance Type: Cooperative Agreement**

1. A cooperative agreement is distinguished from a grant in that it provides for substantial involvement between the federal awarding agency and the non-federal entity in carrying out the activity contemplated by the federal award. USCG will work closely with recipients throughout the duration of the award to ensure that approved activities are conducted in accordance with federal statute and regulations, requested costs are allowable and allocable, and deliverables are developed or enhanced with direct input and review by USCG staff.
2. USCG can halt an activity immediately if the detailed performance specifications or requirements, as determined by the agreed upon terms and conditions of the award agreement, are not met.
3. USCG may require the review and approval of proposed tasks, activities, and deliverables prior to the recipient's implementation or dissemination.

4. USCG staff also play a direct role in the post-award negotiation process. Please see [Grant Award Negotiations](#) for more information.

#### **E. Performance Measures and Targets**

1. In compliance with DHS and Office of Management and Budget (OMB) requirements, the USCG established program-wide performance measures to be tracked annually. Successful applicants will be required to report on the following measures:
  - a. number of students and instructors produced from grant-funded boating law enforcement courses;
  - b. media impressions generated by boating safety outreach grants;
  - c. number of attendees attending grant-funded boating safety conferences;
  - d. number of states and localities where boating safety courses or events are held or targeted;
  - e. number of news media articles, boating safety equipment, material or videos disseminated or generated; and
  - f. number of law enforcement agencies trained by grant-funded courses.
2. Applicants that do not meet the above performance measures shall propose appropriate performance measures and report progress to the USCG.

#### **F. Program-Specific Unallowable Costs**

The USCG will determine unallowable costs on a project-based determination.

#### **G. General Funding Requirements**

1. Costs charged to federal awards (including federal and non-federal cost share funds) must comply with applicable statutes, rules and regulations, policies, this NOFO, and the terms and conditions of the federal award. This includes, among other requirements, that costs must be incurred, and products and services must be delivered within the budget period. [2 C.F.R. § 200.403\(h\)](#).
2. Recipients may not use federal funds or any cost share funds for the following activities:
  - a. Matching or cost sharing requirements for other federal grants and cooperative agreements (see [2 C.F.R. § 200.306](#)).
  - b. Lobbying or other prohibited activities under 18 U.S.C. § 1913 or [2 C.F.R. § 200.450](#).
  - c. Prosecuting claims against the federal government or any other government entity (see [2 C.F.R. § 200.435](#)).

#### **H. Indirect Costs (Facilities and Administrative Costs)**

1. Indirect costs are allowed for recipients and/or subrecipients
2. Indirect costs (IDC) are costs incurred for a common or joint purpose benefitting more than one cost objective and not readily assignable to specific cost objectives without disproportionate effort.



3. Applicants with a current negotiated IDC rate agreement who desire to charge indirect costs to a federal award must provide a copy of their IDC rate agreement with their applications.
4. Not all applicants are required to have a current negotiated IDC rate agreement. Applicants that are not required to have a negotiated IDC rate agreement, but are required to develop an IDC rate proposal, must provide a copy of their proposal with their applications.
5. Applicants without a current negotiated IDC rate agreement (including a provisional rate) and wish to charge the de minimis rate must reach out to USCG for further instructions.
6. Applicants who wish to use a cost allocation plan in lieu of an IDC rate proposal must reach out to USCG for further instructions.
7. As it relates to the IDC for subrecipients, a recipient must follow the requirements of 2 C.F.R. §§ 200.332 and 200.414 in approving the IDC rate for subawards

**I. Management and Administration (M&A) Costs**

Not applicable.

**J. Pre-Award Costs**

Pre-award costs are those incurred prior to the effective date of the federal award directly pursuant to the negotiation and in anticipation of the federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the federal award and only with the written approval of the federal awarding agency. The USCG provides written approval of pre-award costs in its terms and conditions.

**K. Beneficiary Eligibility**

1. The beneficiary of this program is the general boating public.
2. This NOFO and any subsequent federal awards create no rights or causes of action for any beneficiary.

**L. Participant Eligibility**

1. Participant eligibility should be defined by the recipient organization and their organizational policies.
2. This NOFO and any subsequent federal awards create no rights or causes of action for any participant.

**M. Authorizing Authority**

46 U.S.C. §§ 13101-13109

**N. Appropriation Authority**

Dingell-Johnson Sport Fish Restoration Act, Chp. 658, § 4, 64 Stat. 432, as amended (classified to 16 U.S.C. § 777c); Surface Transportation Assistance Act of 1982, Pub.

L. No. 97-424, § 531(a), 96 Stat. 2187-2191 (1983), as amended (classified to 26 U.S.C. § 9503)

**O. Budget Period**

There will be only a single budget period with the same start and end dates as the period of performance.

**P. Prohibition on Covered Equipment or Services**

1. Recipients, sub-recipients, and their contractors or subcontractors must comply with the prohibitions set forth in Section 889 of the [John S. McCain National Defense Authorization Act for Fiscal Year 2019](#), which restrict the purchase of covered telecommunications and surveillance equipment and services.
2. Please see 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200 for more information.

**4. Application Contents and Format**

**A. Pre-Application, Letter of Intent, and Whitepapers**

Not applicable

**B. Application Content and Format**

1. **Format:** Applications should be written in Times New Roman, 12 pt. black font, and one-inch margins.
2. **Page Limits**
  - a. The USCG will remove any text over the page limit. Reviewers will not read, consider, or be provided any text beyond what is allowed.
  - b. The following documents have enforceable page limits:
    - 1) Executive Summary: appx. 250 words or a half page
    - 2) Organization Description: one page
    - 3) Program Timeline: two pages
    - 4) Program Narrative: 15 pages

**C. Application Components**

Reminder: Applications with missing required components, as listed in [Threshold Criteria](#), will not be reviewed.

**1. Executive Summary (Appx. 250 words or a half page)**

- a. Applicants must include a succinct overview of the proposed project and activities. It should include what the applicant plans to accomplish, a summary of the proposed activities and deliverables, and a brief description of the potential, broader impact of the grant's successful completion.

- b. Reviewers will not assess the summary against the selection criteria but use it as an introduction to the proposal. If the application is successful, the USCG will post the summary, pending any necessary revisions or updates, to its public website.

**2. Organization Description (one page)**

- a. Applicants must provide a clear and concise description of the organization, including its knowledge, background, capacity, and technical experience to complete the proposed activities. If applicable, demonstrate the organization's previous experience with or working in RBS.
- b. This one-page description should be the primary location for reviewers to review and assess your organization's ability to complete the proposed project. Please be sure to substantiate this experience vis-à-vis the resumes included elsewhere in this application and to cite this experience, as necessary but not to the point of redundancy, within the program narrative.

**3. Program Timeline (two pages)**

- a. Applicants must submit a timeline that clearly defines the entire period of performance.
- b. Applicants should use **Appendix D. Timeline Template** to list and explain each milestone of the proposed project and its related tasks. The timeline should provide a clear, chronological description that supports and coincides with the program narrative.
- c. Applicants may use as many rows and as much text per row, as needed, to best describe the proposed activities.

**4. Program Narrative (15 pages)**

- a. Applicants should write their program narrative to address each of the [Application Criteria \(Maximum 130 points\)](#). Applicants should review the criteria beforehand and address each one in the order that they are listed.
- b. Applicants should clearly articulate their goals, objectives, and proposed deliverables, and how these will be achieved.
- c. The narrative should demonstrate how the proposed activities address one or more of the initiatives of the RBS Strategic Plan, and how the successful completion of the projects serves the greater public.
- d. **Applicants should:**
  - 1) use short and concise project titles
  - 2) clearly state at the beginning of the narrative which initiative(s) of the RBS Strategic Plan it intends to address

- 3) provide as much specificity as possible when describing key tasks, itemizing budget expenses, and explaining deliverables
- 4) include cross-references to relevant information to avoid redundancies and to maximize page space.

e. **Applicants should not include:**

- 1) their organization's name or the year in their project title
- 2) technical jargon, short-hand, or abbreviations
- 3) active hyperlinks to external resources that are not direct citations of a referenced source
- 4) citations that exceed the 15-page limit: if using footnotes or end notes, ensure that they are counted towards the overall page count

5. **Budget & Budget Narrative**

- a. Applicants must submit a separate, detailed, Excel-based budget using **Appendix C. Budget Template**.
- b. Applicants must download the Excel file separately from the funding opportunity in Grants.gov and follow the instructions in **Appendix B. Budget & Budget Narrative Instructions**.
- c. Budget items should be clearly and concisely listed within the rows of the template.
- d. The budget narrative should describe, explain, and fully justify the requested amounts for the proposed items and/or activities identified in the budget.
  - 1) Descriptions may include job titles, roles and responsibilities, proposed travel, contracts, supplies, shipping costs, etc.
  - 2) It should not be used as an "extension" of the project narrative.
- e. Applicants must follow the instructions in **Appendix B. Budget & Budget Narrative Instructions**.
- f. Applicants proposing to conduct interviews, research, or surveys must budget the cost of an IRB.

**D. Program-Specific Required Documents and Information**

1. 501 (c)(3) letter from the IRS designating the applicant's nonprofit status
2. Verification of a federally approved accounting system
3. A copy of the Negotiated Indirect Cost Rate Agreement, if applicable
4. A Board of Directors roster that outlines duties, responsibilities, etc.
5. Resumes of principal participant(s), if applicable.
6. Travel policy
7. Procurement policies

**E. Post-Application Requirements for Successful Applicants**

Not applicable

**5. Submission Requirements and Deadlines**

**A. Address to Request Application Package**

[www.grants.gov](http://www.grants.gov)

**B. UEI Requirement**

Applicants must register and maintain an active account with SAM.gov unless there is a valid exception per 2 C.F.R. § 25.110.

**C. Submission Instructions**

1. SAM/UEI may take several weeks to acquire. Registration instructions for a SAM.gov Account and an UEI can be found at: [SAM.gov](https://sam.gov) | [Entity Registrations](https://sam.gov)
2. Applications are submitted through Grants.gov. Instructions for registering can be found at: [Register](https://www.grants.gov) | [Grants.gov](https://www.grants.gov)

**D. Application Deadline**

06/18/2025 Eastern Time

**E. Pre-Application Requirements Deadline**

Not applicable

**F. Post-Application Requirements Deadline**

Not applicable

**G. Effects of Missing the Deadline**

Applications received by Grants.gov after the deadline will be considered late and disqualified from the review.

**H. Document Submission Instructions**

1. Do not submit any documents that are not explicitly requested in this NOFO. These documents will not be provided to the reviewers.
2. All required documents should be combined into two primary, but separate PDFs:
  - a. Narratives:
    - 1) Executive Summary
    - 2) Organization Description
    - 3) Timeline
    - 4) Project Narrative
    - 5) Budget & Budget Narrative
  - b. Additional Documents:
    - 1) 501 (c)(3) letter from the IRS
    - 2) Verification of a federally approved accounting system

- 3) Negotiated Indirect Cost Rate Agreement
- 4) Board of Directors roster
- 5) Resumes of principal participant(s)
- 6) Travel policy
- 7) Procurement policies

3. If you do not have the ability to combine PDFs, label each file individually with a very simple description.
4. **DO NOT INCLUDE your organization's name, project title, or the year in the file names.**

## 6. **Intergovernmental Review**

### A. Requirement Description and State Single Point of Contact

Not applicable

## 7. **Application Review Information**

### A. Threshold Criteria

1. Applications will be automatically disqualified if it is missing one of the following required components:
  - a. Program Narrative
  - b. Timeline
  - c. Budget
  - d. Budget Narrative

### B. Application Criteria (Maximum 130 points)

1. Does the applicant propose a project that addresses one of the three initiatives in the strategic plan? **(20 points)** See [Goals and Objectives](#).
  - a. *If yes:* Does the applicant effectively demonstrate how its proposed project will address the initiative?
  - b. *If no:* Does the applicant identify an area of need for the RBS community and effectively demonstrate an ability to complete the proposed project?
2. Does the applicant describe how the proposed project is, or will be, national-in-scope per the program's eligibility requirements? **(15 points)** See [Project Type Eligibility: National-In-Scope](#).
  - a. Does the applicant explicitly identify the definition of national-in-scope with which it compiles?
  - b. If the application is a pilot program, does the applicant explain the long-term vision and implementation?
3. Does the applicant substantiate with data and evidence how their proposed project will fill a gap in recreational boating safety? **(10 points)**

4. Does the applicant provide a well-defined timeline with realistic goals and milestones for the duration of the proposed period of performance? **(10 points)**
5. Does the applicant have a mitigation plan in place should the project experience any delays or unexpected challenges? **(10 points)**
6. Does the applicant provide a way to measure the success of their project with impactful performance measures, clear outcomes, and outputs? **(10 points)**
7. Does the applicant have the organizational capacity and technical experience to complete the proposed project? **(20 points)**
  - a. *If yes:* Explain the roles, responsibilities, and qualifications of the personnel who will be doing the work
  - b. *If no:* If the applicant plans to secure technical expertise via outside resources, explain the process and procedures to acquire the necessary talent, e.g. determining qualifications, vetting potential vendors, procurements, etc.
8. Does the applicant propose an effective marketing strategy to disseminate its deliverables to the boating public? **(10 points)**
9. Are the itemized costs and descriptions in the budget and budget narrative clearly defined, justifiable, and reasonable? **(15 points)**
10. What is the long-term plan for the project's sustainability? **(10 points)**

### **C. Financial Integrity Criteria**

1. Before making an award, the USCG is required to review OMB-designated databases for applicants' eligibility and financial integrity information. This is required by [the Payment Integrity Information Act of 2019 \(Pub. L. No. 116-117, § 2 \(2020\)\)](#), [41 U.S.C. § 2313](#), and [the "Do Not Pay Initiative" \(31 U.S.C. 3354\)](#). For more details, please see [2 C.F.R. § 200.206](#).
2. The Financial Integrity Criteria may include the following risk-based considerations of the applicant:
  - a. financial stability
  - b. quality of management systems and ability to meet management standards
  - c. history of performance in managing federal award
  - d. reports and findings from audits.
  - e. ability to effectively implement statutory, regulatory, or other requirements.

### **D. Supplemental Financial Integrity Criteria and Review**

1. Before making an award expected to exceed the simplified acquisition threshold (currently a total federal share of \$250,000) over the period of performance:
  - a. The USCG is required by 41 U.S.C. § 2313 to review or consider certain information found in SAM.gov. please see [2 C.F.R. § 200.206\(a\)\(2\)](#).

- b. An applicant may review and comment on any information in the responsibility/qualification records available in SAM.gov.
- c. Before making decisions in the risk review required by [2 C.F.R. § 200.206](#), the USCG will consider any comments by the applicant.

#### **E. Reviewers and Reviewer Selection**

BSX utilizes USCG boating safety subject matter experts to review and assess its applications. Reviewers are not restricted to BSX staff. All review participants are required to review and sign a DHS Conflict of Interest Form.

#### **F. Merit Review Process**

1. Reviewers assess the applications for technical merit, personnel qualifications, and the degree to which a proposal offers potential value and measurements to program goals as stated in this NOFO.
2. BSX staff logs the scores and prepares a ranking list, along with the recommended funding levels from the reviewers, for discussion and consideration. All recommendations are presented to the BSX-2 Branch and Division Chiefs for their review.

#### **G. Clarification Period**

1. During the application review and assessment process, reviewers will have a one-week period to ask applicants clarifying questions about the proposals.
2. The BSX-22 Nonprofit Coordinator will notify the applicants in advance of the scheduled clarification period so that they can prepare accordingly.
3. The BSX-22 Nonprofit Coordinator will serve as an intermediary between the applicants and the reviewers.
4. Applicants must respond within a specific amount of time and can only provide responses directly to the question(s).
5. The BSX-22 Nonprofit Coordinator will provide instructions to the applicants once the clarification period is scheduled.

#### **H. Final Selection**

The BSX Office Chief reviews and presents a recommendation to the Director of Inspections and Compliance for their review and ultimate approval. The Director of Inspections and Compliance has the authority to approve the awards. Once the Director of Inspections and Compliance determines the final funding levels, an approval memo is generated, co-signed, and kept as part of the official program file.

### **8. Award Notices**

#### **A. Notice of Award**

1. The Authorized Organization Representative should carefully read the federal award package before accepting the federal award. The federal award package includes instructions on administering the federal award as well as terms and conditions.



2. By submitting an application, applicants agree to comply with the prerequisites stated in this NOFO and the material terms and conditions of the federal award, should they receive an award.
3. All applicants will be notified of their funding status. Successful applicants will receive a letter indicating the funded proposal(s), award amount(s), and the assigned Grant Technical Managers (GTMs). The letter will also include important information regarding grant award negotiations and participation in the annual, mandatory webinar.

**B. Grant Award Negotiations**

1. After successful applicants receive their funding notifications, the assigned GTMs will work with recipients to identify areas of the executive summary, narratives, and/or budget that may require revision.
2. Revisions may be required if:
  - a. the applicant was not awarded the amount of funding for which they applied
  - b. there are activities and/or costs that are not allowable or approved; and/or
  - c. adjustments need to be made to the project timeline.
3. Pending the results of the negotiations, recipients must submit the appropriate revised documents to BSX staff for review and approval. BSX staff may provide guidance and/or stipulations that help inform the recipient's revisions.
4. BSX staff will draft a summary of their role(s) and responsibilities that define the USCG's substantial involvement in the management of the cooperative agreement.
5. After review and mutual acceptance of the modified document(s), the terms and conditions will be sent to the recipient for signature.
6. The assigned GTM and Grants Management Specialist will remain the recipient's primary points of contact for the duration of the project and should:
  - a. provide technical assistance as required
  - b. review and approve the recipient's reports and requests for payment
  - c. provide required federal forms and explain how to fill them out
  - d. act as liaison between the recipient and any other USCG staff.

**C. Note Regarding Pre-Award Costs**

Even if pre-award costs are allowed, beginning performance is at the applicant and/or sub-applicant's own risk.

**D. Obligation of Funds**

Funds are obligated in the USCG financial system upon the final selection of awards.

## **E. Notification to Unsuccessful Applicants**

Unsuccessful applicants are notified at the same time as successful applicants.

## **9. Post-Award Requirements and Administration**

### **A. Administrative and National Policy Requirements**

#### **1. Presidential Executive Orders**

- a. Recipients must comply with the requirements of Presidential Executive Orders related to grants (also known as federal assistance and financial assistance), the full text of which are incorporated by reference.

#### **2. Subrecipient Monitoring and Management**

- a. Pass-through entities must comply with the requirements for subrecipient monitoring and management as set forth in 2 C.F.R. §§ 200.331-333.

#### **3. Termination of a Federal Award per 2 C.F.R. § 200.340**

- a. By DHS. DHS may terminate a federal award, in whole or in part, for the following reasons:
  - 1) If the recipient fails to comply with the terms and conditions of the federal award;
  - 2) With the consent of the recipient, in which case the parties must agree upon the termination conditions, including the effective date, and in the case of partial termination, the portion to be terminated; or
  - 3) Pursuant to the terms and conditions of the federal award, including, to the extent authorized by law, if the federal award no longer effectuates the program goals or agency priorities.
- b. By the Recipient. The recipient may terminate the federal award, in whole or in part, by sending written notification to DHS stating the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. However, if DHS determines that the remaining portion of the federal award will not accomplish the purposes for which the federal award was made, DHS may terminate the federal award in its entirety.
- c. Notice. Either party will provide written notice of intent to terminate for any reason to the other party no less than 30 calendar days prior to the effective date of the termination.
- d. Compliance with Closeout Requirements for Terminated Awards. The recipient must continue to comply with closeout requirements in 2 C.F.R. §§ 200.344-200.345 after an award is terminated.

#### **4. Sanctuary Jurisdictions**

- a. Sanctuary Jurisdiction status may impact the receipt of the award.

5. DHS Standard Terms and Conditions
  - a. A recipient under this funding opportunity must comply with the DHS Standard Terms and Conditions in effect at the time of the federal award. The DHS Standard Terms and Conditions are available [online](#).
  - b. For continuation awards, the terms and conditions for the initial federal award will apply unless otherwise specified in the terms and conditions of the continuation award.
  - c. The specific version of the DHS Standard Terms and Conditions applicable to the federal award will be in the federal award package.
  - d. **NOTE:** While not a requirement in the DHS Standard Terms and Conditions, as a best practice: Entities receiving funds through this program should ensure that cybersecurity is integrated into the design, development, operation, and maintenance of investments that impact information technology (IT) and/ or operational technology (OT) systems.

#### **B. Financial Reporting Requirements**

1. Recipients must report obligations and expenditures through a federal financial report. The Federal Financial Report (FFR) form, also known as Standard Form 425 (SF-425), is available online at: [SF-425 OMB #4040-0014](#).
2. Recipients must submit the FFR, and any supporting documentation, semi-annually throughout the period of performance as detailed below:
  - a. October 1<sup>st</sup> – December 31<sup>st</sup> due January 30<sup>th</sup>
  - b. January 1<sup>st</sup> – June 30<sup>th</sup> due July 30<sup>th</sup>
3. The final FFR is due within 120 calendar days after the end of the period of performance.
4. The USCG may withhold future federal awards and cash payments if FFRs are not timely, complete, detailed, and accurate. FFRs showing inadequate progress may also cause future federal awards and cash payments to be withheld.

#### **C. Programmatic Performance Reporting Requirements**

1. Recipients must submit a programmatic performance report quarterly throughout the period of performance as detailed in the table below:
  - a. October 1<sup>st</sup> – December 31<sup>st</sup> due January 30<sup>th</sup>
  - b. January 1<sup>st</sup> – March 31<sup>st</sup> due April 30<sup>th</sup>
  - c. April 1<sup>st</sup> – June 30<sup>th</sup> due July 30<sup>th</sup>
  - d. July 1<sup>st</sup> – September 30<sup>th</sup> due October 30<sup>th</sup>

2. The report should be a one- to two-page narrative summarizing key tasks, notable accomplishments, challenges, and/or adjustments made during the previous quarter.
3. Performance reports should not include future work plans or anticipated activities, activities that did not happen during the reporting period, or activities that were not funded by the grant.

#### **D. Closeout Reporting Requirements**

1. Within 120 days after the end of the period of performance, or after an amendment has been issued to close out a federal award, recipients must submit the following:
  - a. the final request for payment, if applicable
  - b. the final FFR
  - c. the final progress report detailing all accomplishments
  - d. a qualitative narrative summary of the impact of those accomplishments throughout the period of performance.
  - e. other documents required by this NOFO, terms and conditions of the federal award, or other DHS Component guidance.
2. After the USCG approves these reports, it will issue a closeout notice. The notice will indicate the period of performance as closed, list any remaining funds to be de-obligated, and address the record maintenance requirement. Unless a longer period applies, such as due to an audit or litigation, for equipment or real property used beyond the period of performance, or due to other circumstances outlined in 2 C.F.R. § 200.334, this maintenance requirement is three years from the date of the final FFR.
3. Also, pass-through entities are responsible for closing out those subawards as described in 2 C.F.R. § 200.344; subrecipients are still required to submit closeout materials within 90 calendar days of the subaward period of performance end date. When a subrecipient completes all closeout requirements, pass-through entities must promptly complete all closeout actions in time for the recipient to submit all necessary documentation and information to the USCG during the closeout of their prime award.
4. The recipient is responsible for returning any balances of unobligated or unliquidated funds that have been drawn down that are not authorized to be retained per [2 C.F.R. § 200.344\(e\)](#).

#### **E. Disclosing Information per 2 C.F.R. § 180.335**

1. Before entering into a federal award, the applicant must notify the USCG if it knows that the applicant or any of the principals (as defined in [2 C.F.R. § 180.995](#)) for the federal award:
  - a. are presently excluded or disqualified

- b. have been convicted within the preceding three years of any of the offenses listed in § 180.800(a) or had a civil judgment rendered against you for one of those offenses within that time period
  - c. are presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with the commission of any of the offenses listed in § 180.800(a); or
  - d. Have had one or more public transactions (Federal, State, or local) terminated within the preceding three years for cause or default.
- 2. This requirement is fully described in [2 C.F.R. 180.335](#).
- 3. Additionally, [2 C.F.R. § 180.350](#) requires recipients to provide immediate notice to the USCG at any time after entering a federal award if:
  - a. The recipient learns that either it failed to earlier disclose information as required by 2 C.F.R. § 180.335
  - b. Due to changed circumstances, the applicant or any of the principals for the federal award now meet the criteria at 2 C.F.R. § 180.335 listed above.

#### **F. Reporting of Matters Related to Recipient Integrity and Performance**

- 1. [Appendix XII to 2 C.F.R. Part 200](#) states the terms and conditions for recipient integrity and performance matters used for this funding opportunity.
- 2. If the total value of all active federal grants, cooperative agreements, and procurement contracts for a recipient exceeds \$10,000,000 at any time during the period of performance:
  - a. The recipient must maintain the currency of information reported in SAM.gov about civil, criminal, or administrative proceedings described in paragraph 2 of Appendix XII
  - b. The required reporting frequency is described in paragraph 4 of Appendix XII.

#### **G. Single Audit Report**

A recipient expending \$1,000,000 or more in federal awards (as defined by [2 C.F.R. § 200.1](#)) during its fiscal year must undergo an audit. This may be either a single audit complying with [2 C.F.R. § 200.514](#) or a program-specific audit complying with [2 C.F.R. §§ 200.501](#) and [200.507](#). Audits must follow [2 C.F.R. Part 200, Subpart F](#), [2 C.F.R. § 200.501](#), and the U.S. Government Accountability Office (GAO) [Generally Accepted Government Auditing Standards](#).

#### **H. Monitoring and Oversight**

- 1. Per [2 C.F.R. § 200.337](#), DHS and its authorized representatives have the right of access to any records of the recipient or subrecipient pertinent to a Federal award to perform audits, site visits, and any other official use. The right also includes timely and reasonable access to the recipient's or subrecipient's personnel for the purpose of interview and discussion related to such documents or the Federal award in general.

2. Pursuant to this right and per [2 C.F.R. § 200.329](#), DHS may conduct desk reviews and make site visits to review and evaluate project accomplishments and management control systems as well as provide any required technical assistance. Recipients and subrecipients must respond in a timely and accurate manner to DHS requests for information relating to a federal award.

## **I. Program Evaluation**

1. Federal agencies are required to structure NOFOs that incorporate program evaluation activities from the outset of their program design and implementation to meaningfully document and measure their progress towards meeting agency priority goal(s) and program outcomes.
2. [OMB Memorandum M-21-27](#), Evidence-Based Policymaking: Learning Agendas and Annual Evaluation Plans, implementing Title I of the Foundations for Evidence-Based Policymaking Act of 2018, Pub. L. No. 115-435 (2019) (Evidence Act), urges federal awarding agencies to use program evaluation as a critical tool to learn, improve delivery, and elevate program service and delivery across the program lifecycle. Evaluation means “an assessment using systematic data collection and analysis of one or more programs, policies, and organizations intended to assess their effectiveness and efficiency.” Evidence Act, § 101 (codified at 5 U.S.C. § 311).
3. As such, recipients and subrecipients are required to participate in a Program Office (PO) or a DHS Component-led evaluation, if selected. This may be carried out by a third-party on behalf of the PO or the DHS Component. Such an evaluation may involve information collections including but not limited to, records of the recipients; surveys, interviews, or discussions with individuals who benefit from the federal award, program operating personnel, and award recipients; and site visits or other observation of recipient activities, as specified in a DHS Component or PO-approved evaluation plan. More details about evaluation requirements may be provided in the federal award, if available at that time, or following the award as evaluation requirements are finalized.
4. Evaluation costs incurred during the period of performance are allowable costs (either as direct or indirect) in accordance with 2 C.F.R. § 200.413.
5. Recipients and subrecipients are also encouraged, but not required, to participate in any additional evaluations after the period of performance ends, although any costs incurred to participate in such evaluations are not allowable and may not be charged to the federal award.
6. The USCG intends to conduct a process evaluation in Fiscal Year 2026 focused on the following key evaluation questions:
  - a. Is quality of delivery (e.g., fidelity, timeliness, accuracy, etc.) consistent across groups, settings, or providers?

- b. Are outreach grant messaging and delivery consistent across providers and media/social media platforms?
- c. Are outreach grant recipients using consistent definitions for performance measurement when measuring delivery of grants?
- d. To what extent is the nonprofit recreational boating safety grant program meeting the needs of all boaters?
- e. Are grant products reaching the boating public?
- f. Are grant products reaching boating safety professionals (law enforcement, state officials, etc.)?

**J. Additional Performance Reporting Requirements**

Not applicable

**10. Other Information**

**A. Period of Performance Extension**

- 1. Extensions to the period of performance under a federal award for the funding opportunity are allowed.
- 2. Recipients must request an extension in writing 10 days prior to the end of the period of performance. The USCG staff will review the request, as well as the award's agreed-upon deliverables, milestones, and timeline, to determine if the request is both appropriate and feasible. The USCG will notify the recipient via email and/or an official notification letter.

**B. Program Income**

- 1. Recipients are encouraged to earn income to defray program costs where appropriate. The USCG authorizes program income per the addition method as defined by [2 C.F.R. § 200.307 \(b\)\(2\)](#).
- 2. Program income must be used for allowable and approved grant activities, and it must be expended prior to the end of the project period.
- 3. Recipients are encouraged to spend program income first before requesting additional grant funds.

**11. Appendices**

Please download the appendices on Grants.gov. They can be found on the "Related Documents" tab of the funding opportunity announcement.

- A. Grant Regional Map
- B. Budget & Budget Narrative Instructions
- C. Budget Template
- D. Timeline Template