U.S. Fish and Wildlife Service

FWS - Migratory Birds

F25AS00015 - FY25 Neotropical Migratory Bird Conservation Act Grants
Fiscal Year 2025
F25AS00015

Due Date for Applications: 10/31/2024

Table of Contents

A. Program Description 2
A1. Authority 2
A2. Assistance Listing Number 2
A3. Background, Purpose and Program Requirements 2
A4. Funding Opportunity Goals 3
B. Federal Award Information 3
B1. Total Funding 4
B2. Expected Award Amount 4
B3. Expected Award Funding and Anticipated Dates 4
B4. Number of Awards 5
B5. Type of Award 5
C. Eligibility Information 5
C1. Eligible Applicants 6
C2. Cost Sharing or Matching 7
C3. Other 7
D. Application and Submission Information 8
D1. Address to Request Application Package 8
D2. Content and Form of Application Submission 8
D3. Unique Entity Identifier and System for Award Management (SAM) 15
D4. Submission Dates and Times 15
D5. Intergovernmental Review 16
D6. Funding Restrictions 16
D7. Other Submission Requirements 19
E. Application Review Information 21
E1. Criteria 21
E2. Review and Selection Process 22
E3. CFR – Regulatory Information 23
E4. Anticipated Announcement and Federal Award Dates 23
F. Federal Award Administration Information 23
F1. Federal Award Notices 23
F2. Administrative and National Policy Requirements 24
F3. Reporting 25

G. Federal Awarding Agency Contact(s) 27
G1. Program Technical Contact 27
G2. Program Administration 27
G3. Application System Technical Support 28
H. Other Information 28

A. Program Description

This section contains the full program description of the funding opportunity. It may be as long as needed to communicate to potential applicants the areas in which funding may be provided. It describes the Federal awarding agency's funding priorities or technical or focus areas in which the Federal awarding agency intends to provide assistance. As appropriate, it may include any program history (e.g., whether this is a new program or a new or changed area of program emphasis). This section may communicate indicators of successful projects (e.g., if the program encourages collaborative efforts) and may include examples of projects that have been funded previously. This section also may include other information the Federal awarding agency deems necessary and must include citations for authorizing statutes and regulations for the funding opportunity, at a minimum. Enter program specific text in the headers of this section.

A1. Authority

In the text box below, enter the specific citation(s) of the program's authority to award financial assistance for the purposes and activities described in this Funding Opportunity. At a minimum, programs must enter the applicable financial assistance authority citations as they appear in the Service's "FA Authorities by Assistance Listing" SharePoint list. Enter any other programmatic authorities, as applicable.

Neotropical Migratory Bird Conservation Act, 16 U.S.C. §6101 et seq

A2. Assistance Listing Number

Assistance Listing Number

The program's Assistance Listing Number populates based on data entry on FOA Key Attributes screen. It also appears on Publication Setup-Synopsis screen. If you need to change it, click the Edit button, and then select the correct Assistance Listing Number from the list of values.

15.635

A3. Background, Purpose and Program Requirements

In the text box below, provide a full programmatic description of the funding opportunity. Per 2 CFR §200.202, "Program Planning and Design", prior to announcing a Notice of Funding Opportunity, the Federal program must establish clear goals and objectives that facilitate the delivery of meaningful results as the basis for measuring program performance. Describe the program's funding priorities or technical focus areas in which the program intends to provide assistance. As appropriate, include any relevant program history (e.g., whether this is a new program or a changed area of program emphasis). This section may communicate indicators of successful projects (e.g., if the program encourages collaborative efforts) and may include

examples of projects that have been funded previously. Where appropriate, include specific program goals, indicators, targets, baseline data, data collection, or expected outcomes with an expected timeline for accomplishment. Where applicable, this should also include any performance measures or independent sources of data that may be used to measure progress.
The Neotropical Migratory Bird Conservation Act (NMBCA) promotes long-term conservation of Neotropical migratory birds and their habitats through a competitive grants program, by: sparking partnership-based conservation, supporting hundreds of public-private collaborations; energizing local, on-the-ground conservation efforts; achieving habitat protection and other critical bird conservation activities in 36 countries; and building conservation capacity in local organizations. The goals of the Neotropical Migratory Bird Conservation Act include perpetuating healthy bird populations, providing financial resources for bird conservation, and fostering international cooperation. Because the greatest need is south of the U.S. border, at least 75 percent of the funding supports projects outside the United States. The grants program requires a partner-to-grant dollar match of 2 to 1. Proposals to the NMBCA program should demonstrate how activities of partners would encourage sustainable projects and demonstrate strong demand and awareness of these resources on a continental scale and conserve birds throughout their life cycles.

NMBCA proposals contribute to efforts to support climate resilience, leverage partnerships, and support land conservation and biodiversity efforts.

A4. Funding Opportunity Goals

Briefly summarize the intended outcome(s) associated with this notice of funding opportunity. The intended outcome(s) are the change(s) to be advanced or achieved through the funding awarded under the opportunity. The Funding Opportunity Goal(s) should align with the program's goals and objectives established per 2 CFR §200.202. These goals are transmitted to USA Spending with each approved award. At least one goal is required to be entered in the text box below. The character limit of the text box is 4,000 characters, including spaces and punctuation. This field does not support bulleted, numbered, or indented text. Non-ASCII characters are not allowed because they will be rejected from USA Spending. Check this link for a list of non-ASCII characters.

- This notice of funding opportunity will meet the goals and objectives for the Neotropical Migratory Bird Conservation Act Grant Program that are listed at https://fws.gov/service/neotropical-migratory-bird-conservation-act-nmbca-grant

B. Federal Award Information

This section provides sufficient information to help an applicant make an informed decision about whether to submit a proposal. Relevant information could include the total amount of funding that the Federal awarding agency expects to award through the announcement; the anticipated number of Federal awards; the expected amounts of individual Federal awards (which may be a range); the amount of funding per Federal award, on average, experienced in previous years; and the anticipated start dates and periods of performance for new Federal

awards. This section also should address whether applications for renewal or supplementation of existing projects are eligible to compete with applications for new Federal awards.

This section also must indicate the type(s) of assistance instrument (e.g., grant, cooperative agreement) that may be awarded if applications are successful. If cooperative agreements may be awarded, this section either should describe the "substantial involvement" that the Federal awarding agency expects to have or should reference where the potential applicant can find that information (e.g., in the funding opportunity description in A. Program Description—Required or Federal award administration information in Section D. Application and Submission Information). If procurement contracts also may be awarded, this must be stated.

Enter program specific text in the sub-headers of this section.

B1. Total Funding

The program may include the estimated total amount of funding to be awarded through this announcement. This is an optional field.

Estimated Total Funding
$5,000,000
Enter any related narrative in the text box below. Estimated Total Funding field as needed.

B2. Expected Award Amount

If the program has established maximum and/or minimum values for individual award amounts, enter those in the Maximum and Minimum Award fields below. These are not required fields. If your program does not have an established maximum and/or minimum values and these values do not apply, enter $0 in the corresponding field(s).

Maximum Award
$250,000
Minimum Award
$10,000
If zero is entered in the maximum and/or minimum, you must enter an explanation of the estimated funding for an award in the text box.

B3. Expected Award Funding and Anticipated Dates

In the text field below enter information on the expected amounts of individual Federal awards (which may be a range); the amount of funding per Federal award, on average, experienced in previous years; and the anticipated start dates and periods of performance for new Federal awards. This section also should address whether applications for renewal or supplementation of existing projects are eligible to compete with applications for new Federal awards.

Expected Award Funding

Expected Award Date

July 01, 2025

B4. Number of Awards

In the Expected Number of Awards field enter the numeric value for the number of awards anticipated to be approved for this announcement. If the program does not have an anticipated number of awards to be approved enter zero in this field.

Expected Number of Awards

35

In the text field below provide an alternate description of the anticipated number of awards.

Maximum number of awards is likely 35, however, expected number of awards is from 20 to 35.

B5. Type of Award

Select the Type of Award below by choosing the appropriate assistance instrument from the drop-down list. If the program is authorized to issue grants, cooperative agreements, and procurement contracts, select all values from the dropdown. The values must be selected one at a time. Each Funding Instrument Type will be added in the Funding Instrument Type field.

If you are awarding cooperative agreements, you must also enter text in the following text field to describe the substantial involvement the Service expects to have in the performance of the agreement, or reference where the potential applicant can find this information elsewhere in this document (e.g., in section I. Program Description above). For cooperative agreement awards, we must include a clear statement about the Service's anticipated substantial involvement in those projects. Here is suggested text to use to begin the substantial involvement statement: "The U.S. Fish and Wildlife Service (Service) will be substantially involved in projects under this funding opportunity. In particular, the Service will be responsible for the following: [insert the specific project-related activities to be performed by Service staff]."

Funding Instrument Type

G - Grant

If the program may also award procurement contracts related to this announcement, you must state that and provide any available details on contract procedures and/or announcement(s) in the following text field.

C. Eligibility Information

This section addresses the considerations or factors that determine applicant or application eligibility. This includes the eligibility of particular types of applicant organizations, any factors affecting the eligibility of the principal investigator or project director, and any criteria that make particular projects ineligible. Federal agencies should make clear whether an applicant's failure

to meet an eligibility criterion by the time of an application deadline will result in the Federal awarding agency returning the application without review or, even though an application may be reviewed, will preclude the Federal awarding agency from making a Federal award. Enter program specific text in the sub-headers of this section.

C1. Eligible Applicants

Identify the types of entities that are eligible to apply by selecting the checkbox for the type of entity. Multiple checkboxes may be selected. If there are no restrictions on eligibility, you may simply indicate that all potential applicants are eligible in the text box below the checkbox selection indicate if there are restrictions on eligibility. It is important to be clear about the specific types of entities that are eligible, not just the types that are ineligible. For example, if the program is limited to nonprofit organizations subject to 26 U.S.C. §501(c)(3) of the tax code, the announcement should say so. If your program is open to all nonprofit organizations, be sure to select both checkbox 12 and checkbox 13. Programs should avoid inadvertently excluding organizations that could otherwise be applicable.

We encourage programs to use the Additional Information text box below to explicitly state that any specifically targeted entities, such as Native American tribal organizations, are eligible to apply. While such entities may be included in the general groups identified on the checklist, specifically identifying them as eligible may reduce potential confusion for such applicants. Programs may also express eligibility by exception (e.g., open to all types of domestic applicants other than individuals). In the textbox specifically reference any documentation applicants must submit to support an eligibility determination (e.g., if the program limits eligibility to only non-profits with a specific IRS status, state in the field below that proof of 501(c)(3) status as determined by the Internal Revenue Service or an authorizing tribal resolution is required). To the extent that any program funding restriction could affect the eligibility of an applicant or project, the announcement must either restate that restriction in the text box in this section or provide a cross-reference to its description as it appears elsewhere in this template.

If checkbox 25-Others is selected you must complete the text box, Additional Information on Eligibility for clarification.

Eligible Applicants

00 – State governments
01 – County governments
02 – City or township governments
04 – Special district governments
05 – Independent school districts
06 – Public and State controlled institutions of higher education
07 – Native American tribal governments (Federally recognized)
11 – Native American tribal organizations (other than Federally recognized tribal governments)
12 – Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
13 – Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
20 – Private institutions of higher education
23 – Small businesses
25 – Others (see text field entitled “Additional Information on Eligibility” for clarification)

Additional Information on Eligibility

Explanation required if "Others" is selected.

Other eligible applicants includes foreign entities.

For additional information on NMBCA Program, visit: https://fws.gov/service/neotropical-migratory-bird-conservation-act-nmbca-grant

C2. Cost Sharing or Matching

Select "Yes" or "No" in the required Cost Sharing/Matching Requirement field to indicate if recipient cost sharing or matching is required. If the program has a cost sharing or match requirement, you must also enter a complete description of the requirement in the text field. Required cost sharing may be a certain percentage or amount or may be in the form of contributions of specified items or activities (e.g., provision of equipment). It is important to be clear about any restrictions on the types of cost (e.g., in-kind contributions) that are acceptable as cost sharing or match. Programs that require match and may award funds to insular areas must note in the text field below that the required match is waived for awards to insular areas per 48 U.S.C. §1469a(d). For more information, see the Department's DOI-PGM-PAN-0022. Cost sharing as an eligibility criterion includes requirements based in statute or regulation as described in 2 CFR §200.306 or those imposed by administrative decision of the funding bureau or office. Include specific reference to the appropriate section(s) of this announcement stating any pre-award requirements for submission of letters or other documentation to verify commitments to meet cost-sharing requirements if a Federal award is made. Programs without a required cost sharing or matching requirement may enter clarifications regarding voluntary committed cost sharing or other related information in the following text field, as applicable.

Cost Sharing / Matching Requirement

Yes

Percentage of Cost Sharing / Matching Requirement

200

Enter a complete description of the cost sharing or matching requirement in the text field.

As of April 2024, Neotropical Migratory Bird Conservation Act was reauthorized including a change in matching requirement to 2:1 match to grant ratio.

C3. Other

In the text box below, insert a description of any other criteria that have the effect of making an application or project ineligible for Federal awards, as applicable. If there are other eligibility criteria (i.e., criteria that have the effect of making an application or project ineligible for Federal awards, whether referred to as "responsiveness" criteria, "go-no go" criteria, "threshold" criteria, or in other ways), clearly state those in the following text field. Include reference(s) to the regulation of requirement that describes the restriction, as applicable. State any limit on the number of applications an applicant may submit under the announcement and make clear whether the limitation is on the submitting organization, individual investigator/program director, or both. Specify any eligibility criteria for beneficiaries or for program participants other than Federal award recipients.

Foreign Entities or Projects:

The following text will be included in the NOFO.

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

This section informs potential applicants how to get application forms, kits, or other materials needed to apply. Enter program specific text in the sub-headers of this section.

D1. Address to Request Application Package

In the following text field, specify if this funding opportunity contains everything needed or if applicants must go elsewhere to complete all documentation requirements. You may provide an Internet address where materials are available. However, high-speed Internet access is not yet universally available, and applicants may have additional accessibility requirements; you should consider providing a way for potential applicants to request paper copies of materials, such as a U.S. Postal Service mailing address, telephone number, Telephone Device for the Deaf (TDD), Text Telephone (TTY) number, and/or Federal Information Relay Service (FIRS) number.

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". For instructions on completing the SF-424, please reference the Instructional Video: Completing the SF424.

Provide any additional program-specific instructions for completing the SF-424 form, as applicable.

Project Abstract Summary (OMB Number 4040-0019)

Do not remove the standard text below. All applicants must submit the 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

In this section, describe the program's project narrative requirements. Indicate any restrictions on length, as applicable. At a minimum, programs must require the following

- Project title
- Description of entity(ies) undertaking the project
- Statement of need that addresses: the specific concern, problem, or issue to be addressed or opportunity to be leveraged; the consequences of not addressing the need; and how the proposed project aligns with the Service program's goals
- Project objectives that are specific, measurable, achievable, realistic, and time-bound, and any milestones that must be reached to achieve objectives
- Activities, including detailing for each who is carrying out the activity, what is involved, how will it be carried out (method), and when and where the activity will be carried out
- Timeline of when significant project events or milestones are anticipated
- Sufficient information to support environmental compliance review requirements. Note: while the environmental compliance laws are primarily applicable to projects carried out in the U.S., projects carried out on the high seas are subject to compliance with Section 7 of the Endangered Species Act, and projects outside the U.S. on any property on the UNESCO World Heritage List or the in-country equivalent of the U.S. National Register

of Historic Places are subject to compliance with Section 106 of the National Historic Preservation Act

- Information on key project personnel, including details on their expertise, skill, or significance to the project
- Project location details and supporting documentation such as maps, GIS data, or geopolitical data, as applicable.

Programs may also require the following, as applicable:

- Description of stakeholder coordination or involvement
- Expected deliverables
- Project monitoring and evaluation plan, including description of assessment tools
- Anticipated future funding needs
- Any other program- or project-specific narrative requirements.

For NMBCA instructions on Project Abstract Summary and Project Narrative, visit: https://www.fws.gov/service/neotropical-migratory-bird-conservation-act-nmbca-grant-program

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

If the program will fund non-construction projects or wants applicants requesting funding for both construction and non-construction activities to use the SF-424A form, select the SF-424A checkbox. The form number and title and the following standard text will be inserted. Enter any additional program-specific instructions for completing the form in the text field below the standard text.

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). In "Section B – Budget Categories" on the SF-424A form enter the funding requested for each Object Class Category. For the SF-424A "Contractual" category enter estimated contractual costs only. Do not include subaward costs in the "Contractual" category. Enter estimated subaward costs in the SF-424A "Other" category. Provide a separate description and total estimated costs for both contractual and subaward costs in the required Budget Narrative (see below). For more information about subrecipient and contractor determinations, see 2 CFR §200.331 For instructions on completing the SF-424A, please reference Instructional Video: Completing the SF424.

SF-424C, Budget Information for Construction Program.

If the program will fund only construction projects or wants applicants requesting SF-424A "Construction" category costs to also submit the SF-424C to provide a detailed cost breakdown of the proposed construction costs, select the SF-424C checkbox. Such programs must provide

specific instructions for applicants on how to use the two forms together in the text field below. The form number and title and the following standard text will be inserted. Enter any additional program-specific instructions for completing the form in the text field below the standard text.

SF-429 Request to Acquire, Improve, or Furnish Real Property.

If the program will fund acquisition of real property, select the SF-429 checkbox. if applicants The form number and title and the following standard text will be inserted. Enter any program-specific instructions for completing the form in the text field below the standard text.

SF-429 Request to Acquire, Improve, or Furnish Real Property

Applicants seeking approval to acquire real property under an award must complete and submit the SF-429, "Real Property Status Report (Cover Page)" and the SF-429-B, "Real Property Status Report Attachment B (Request to Acquire, Improve, or Furnish)" for each parcel of real property to be acquired, improved or furnished. These forms are required if the real property is acquired with Federal funds, with recipient cost share or matching funds, or as an in-kind contribution under the award. The SF-429 forms are not available with this announcement on Grants.gov; they are available on the Grants.gov Post-Award Reporting Forms page. Please submit these completed forms as attachments to your application.

Budget Narrative

For budget narrative requirements, include the standard text below and then enter any additional program-specific requirements in the text field after the standard statement. If the program will consider requests to replace previously purchased telecommunications or video surveillance equipment (including drones) that is now prohibited per 2 CFR §200.216 but needed to carry out the proposed project, please provide instructions for such in the text field after the standard statement. For more information on these prohibitions for drones including resources for helping applicants and recipients identify compliant drones, see our UAS and Covered Telecommunications SharePoint page.

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. Include a complete description of each cost category. 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 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 known at the time of application, include an estimated number of subawards and the dollar amount anticipated for each subaward. 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. Please note the prohibitions on certain telecommunications and video surveillance services or equipment in 2 CFR 200.216. Recipients may not earn, make, or keep any profit resulting from any financial assistance awards. These costs are not allowable and should not be included in any proposed costs.

Add any program-specific instructions for items of cost that require prior approval (2 CFR §200.407). If the program has a mandated recipient administrative costs cap, insert related budget narrative instructions provided in FWS-PAN-0003.

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). 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. 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.

Enter any program specific language regarding SAM.

D4. Submission Dates and Times

Funding Opportunities must identify due dates and times for all submissions in accordance with 2 CFR 200, Appendix I, Section D (4). Review and address all 2 CFR 200 Appendix I requirements in the following text field. Please note that we must clearly state deadlines in terms of date and time, what the deadline means and if it varies depending on submission method, and the effect of missing the deadline (e.g., does the program provide a short grace period or allow applicants to ask for more time with reasonable explanation for missing it).

Format the information in the "Application Due Date Explanation" field so that it is easy to understand and use. A tabular format or checklist may be more helpful than narrative paragraphs. This includes not only submission dates and times for full applications but also any preliminary submission requirements (e.g., letters of intent, white papers, or pre-applications). We must also describe any other submissions of information before Federal award that are separate from the full application. If the funding opportunity is a general Notice of Funding Opportunity that is open for a period of time with no specific due dates for applications, state that clearly in this section.

For applications submitted electronically through Grants.gov or GrantSolutions always use 11:59

p.m. ET. Grants.gov and GrantSolutions will accept applications through 11:59 p.m. ET on the "Due Date for Applications" field, no matter what time you enter in the "Due Application Due Date Explanation" field.

Note: If the "Due Date for Applications" is completed, GrantSolutions will automatically use the same date to populate the "Closing Date" field found under Publication Setup > Package 1 and in the Header "Due Date for Applications" field of the full text of the NOFO. If you populate the Publication Setup > Package 1, "Closing Date" field first the date entered will automatically populate the NOFO Content D4, "Due Date for Applications." The field updated last will be the due date that is written to all due date fields. If this field is not completed Programs must complete the Application Due Date Explanation.

Application Due Date Explanation instructions: Programs that have multiple deadlines or receive applications on a rolling basis throughout the year may enter the last day of the current fiscal year (e.g. 09/30/2021) and then provide further clarifications in the "Application Due Date Explanation" field.

Due Date for Applications
10/31/2024

Application Due Date Explanation
Electronically submitted applications must be submitted no later than 11:59 p.m., Eastern Time, on the listed application due date.

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 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

The following standard indirect costs statements will be included in the announcement. Programs must include information on any program-specific funding restrictions in the text field following the standard indirect costs statements. This will allow an applicant to develop an application and budget consistent with program requirements.

Examples are whether construction is an allowable activity, if there are any limitations on direct costs such as foreign travel or equipment purchases, and if there are any legislatively authorized limits on indirect costs (or facilities and administrative costs). There may also be funding restrictions listed in the program's SAM.gov Assistance Listing profile. You must also state if the award will or will not allow reimbursement of pre-Federal award costs.

Any program that anticipates issuing cooperative agreements to Cooperative Ecosystem Studies Units (CESU) Network partners that will qualify as CESU projects and therefore will be subject

to the CESU indirect cost rate cap (currently 17.5%), MUST clearly state so in the Funding Opportunity. Programs cannot cap indirect costs to successful CESU partner university applicants if the Funding Opportunity does not explicitly state that awards to such universities will be subject to the CESU indirect cost rate cap.

In addition to program specific text for Funding Restrictions, the following text on Indirect Costs will be included on all NOFOs.

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) indirect cost rate agreement we must charge the capped indirect cost rate to the same base identified in our approved indirect cost rate agreement. We understand we must request prior approval from the awarding program to use the 2 CFR 200.1 Modified Total Direct Costs (MTDC) base instead of our approved base and that we must submit such requests with our application, including a

calculation showing how use of the MTDC base results in an overall reduction in the total indirect costs recovered. 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. If we have never negotiated a rate, we understand we must use the de minimis rate of 10% of MTDC.

- We are an organization that will charge all costs directly.

D7. Other Submission Requirements

Simplified Application Procedures for Certain Applicants and Applications

If the program will allow qualified applicants to submit their applications through the Service's new Small Grants Program procedures, select the "Simplified Application Procedures for Certain Applicants and Applications" checkbox. The section title and the following standard text will be inserted. Programs must enter complete contact information for the person applicants are to contact to confirm eligibility and obtain alternate application instructions and any other program-specific clarifications and instructions in the text field below the standard text. For more information on the Small Grants Program including instructions on how to determine applicant eligibility to use simplified application procedures, please see the FASO Small Grants Program SharePoint page.

Simplified Application Procedures for Certain Applicants and Applications

Certain applicants may be eligible to apply following the Service's simplified application procedures. These procedures remove the requirement to register in and apply through the Department of the Interior's grants management system. You may be eligible to follow our simplified application procedures if all the following apply:

Your proposal requests $250,000 or less (Federal share) from the Service and, in the event an award is made, would not be expected to exceed that amount over the life of the award, AND

You are not requesting funds for a major construction project, AND

Your proposed project can be completed within three years or less, AND

You are NOT a State, an Institution of Higher Education (except Minority Serving Institutions), or a large Nonprofit Organization (i.e., received more than $10M from Department of the Interior bureaus and offices combined in the past three years)

Minority Serving Institutions meeting all other criteria are eligible to follow the simplified application procedures. If you and your project meet these criteria, do not follow the application instructions below. Instead, please contact us (see contact information below) to confirm your eligibility and request alternate application instructions. If you and your project do not meet these criteria, follow the standard application instructions below.

Enter complete contact information and any other program-specific clarifications and instructions text

NOTE: If registering in the System for Award Management (SAM) and GrantSolutions is not feasible for your organization, you may be eligible for a Small Grants Program application. Additionally, if you are currently enrolled in SAM and GrantSolutions, but are having difficulties maintaining or navigating these systems, you may be eligible for the Small Grants Program. The FWS Small Grants Program is designed to simplify the application process, reduce GrantSolutions time, provide direct technical support for applicants and eliminate the complexity of mandatory federal systems known to impede access to Federal Financial Assistance by lower capacity applicants/recipients.

Interested applicants should contact Guy Foulks by sending an email to neotropical@fws.gov . You will still prepare an application following our application instructions: https://www.fws.gov/service/neotropical-migratory-bird-conservation-act-nmbca-grants, but the application materials will not need to be uploaded into GrantSolutions. You will email them directly to us at neotropical@fws.gov. Should you be recommended and approved for funding, we will facilitate the preparation of your application binder.

GrantSolutions Application Procedures

The FWS default standard is to require all applicants to register in GrantSolutions and apply electronically through GrantSolutions-Grants Management Module (GS-GMM). When a competitive announcement is posted through GrantSolutions, it is posted to both Grants.gov and GS-GMM. Programs that want to allow applicants the option to apply through either Grants.gov or GrantSolutions may do so. However, such programs must revise the instructions below to include Grants.gov application instructions, which are available on Grants.gov at https://www.grants.gov/applicants/grant-applications/how-to-apply-for-grants. Such programs must also make it clear to applicants using Grants.gov that they must apply in ONE of the two systems (not both). Lastly, such programs must also make it clear in the NOFO that all FWS recipients must register in and conduct award business with us in GrantSolutions. Allowing applicants to use Grants.gov does not waive them from the requirement to register in and conduct award business with us in GrantSolutions.

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. The following information must be included in your email and must match your organization's SAM.gov entity record:

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

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 GrantSolutions registration, submission, and other assistance contact their Customer Support by telephone at 1-866-577-0771 or by email at help@grantsolutions.gov. To access GrantSolutions, users must establish a Login.gov account at https://login.gov/. For assistance, contact their customer support by telephone at (844) 875-6446 or submit a request for assistance online at https://login.gov/contact/.

To apply through GrantSolutions, log in to GrantSolutions. If this is your first application submission, click on the "Begin an application" link that appears on screen. If you have previously applied, click on the "Funding Opportunity" link in the blue header bar at the top of the screen. Either action should take you to the "Competing Announcements-Application Kits" list screen. To find this Funding Opportunity, search the list for the Funding Opportunity Number and Title provided on the first page of this document (also provided on the corresponding Grants.gov Grant Opportunity Synopsis screen). To start an application, click on the "Apply" link associated with the correct Funding Opportunity on the list. For more information on how to complete and submit an application, see the GrantSolutions Training Resources web page.

E. Application Review Information

This section must address the criteria that the Federal awarding agency will use to evaluate applications. This includes the merit and other review criteria that evaluators will use to judge applications, including any statutory, regulatory, or other preferences (e.g., minority status or Native American tribal preferences) that will be applied in the review process.

E1. Criteria

All competitive discretionary programs must design formal application evaluation and selection procedures before posting Notices of Funding Opportunity on Grants.gov. Programs must document these procedures in writing and either describe them in full, or incorporate them by reference, in all Notices of Funding Opportunity. Federal regulations require us to include the criteria we will use to evaluate applications and specify the relative weights we will apply to those. Programs must describe in the Funding Opportunity all criteria and subcriteria used to evaluate applications, including merit and other criteria used to judge applications. Include any statutory, regulatory, or other preferences applicable to the process and provide a detailed explanation of those and their effect (e.g., result in additional points). These criteria are different from eligibility criteria addressed before accepting an application for review and any program policy applied during selection after the review process is complete. Our intent is to be transparent about the process so applicants can consider it when preparing their applications. If cost sharing will be considered in the review (as opposed to being treated as an eligibility criterion), specifically address how it will be considered (e.g., results in additional points, or to break ties between applicants with equivalent scores after evaluation of all other factors).

Clearly state any restrictions on the types of costs that are acceptable as cost sharing. Enter a clear description of the program's review criteria in the box below.

E2. Review and Selection Process

In the text field below, list any program policy or other factors or elements other than merit criteria that the selecting official may use in selecting applications for Federal award (e.g., geographical dispersion, program balance, or diversity). Include other details about the program's review and selection process, as appropriate. For example, you may indicate who is responsible for evaluation against the merit criteria (e.g., peers external to the Federal awarding agency or Federal awarding agency personnel), or who makes the final award selections. If there is a multi-phase review process (e.g., an external panel advising internal Federal awarding agency personnel who make final recommendations to the deciding official), the announcement may describe the phases. It also may detail the number of individuals on evaluation panels, how the panel operates, the way the program identifies and selects reviewers, and if the program permits applicants to nominate or suggest reviewers for their applications. Detail if, due to limited funding or for other reasons, the program routinely negotiates selected project scopes of work and budgets prior to award. If this is the case, make it clear here that those applicants will have to submit revised SF-424 forms and narratives prior to award. Programs must make awards based on final, approved applications that parallel their awards in scope and funding amount. Describe the timing, form, and content of notifications to unsuccessful applicants. In addition to program-specific text, the following standard text will be inserted in all funding opportunities.

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.

Prior to award, the program will conduct and document a review of the proposed budget to ensure figures are calculated correctly, proposed costs are clearly linked to the project narrative and seem necessary and reasonable, no obviously unallowable costs are included, costs requiring prior approval are identified and described, indirect cost are applied correctly, and any program match or cost share requirements are addressed.

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.

E3. CFR–Regulatory Information

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

E4. Anticipated Announcement and Federal Award Dates

The text field below is optional. This section is intended to provide applicants with information they can use for planning purposes. If there is a single application deadline followed by the simultaneous review of all applications, the Federal awarding agency can include in this section information about the anticipated dates for announcing or notifying successful and unsuccessful applicants and for having Federal awards in place. If applications are received and evaluated on a "rolling" basis at different times during an extended period, it may be appropriate to give applicants an estimate of the time needed to process an application and notify the applicant of the Federal awarding agency's decision.

F. Federal Award Administration Information

F1. Federal Award Notices

In the text box below, provide details on what a successful applicant can expect to receive following selection. If the program will provide a selection notice to the entity before actually issuing the Federal award, this is the place to indicate that the letter is not an authorization to begin project performance (to the extent that the program allows charging of pre-award costs to the award at the entity's own risk). This section should indicate that the signed notice of Federal award is the authorizing document and how the program delivers notices of award to recipients (e.g., postal mail, electronic means). This section may also address the timing, form, and content of notifications to unsuccessful applicants. See also §200.210 Information contained in a Federal award.

F2. Administrative and National Policy Requirements

The text and link for the DOI Standard Terms and Conditions and the Service's General Award Terms and Conditions will be included in the announcement. Enter any program- or project-specific terms or conditions that will apply to recipients under the program in the text box.

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.

Buy America Provision for Infrastructure: Required Use of American Iron, Steel, Manufactured Products, and Construction Materials. Per 2 CFR 184, none of the funds provided under a Federal award may be used for a project for infrastructure unless:

1. All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States,

2. All manufactured products used in the project are produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation, and

3. All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States. For construction material standards see 2 CFR §184.6.

The Buy America preference only applies to articles, materials, and supplies consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Department of the Interior General Applicability Waivers:

There may be instances where a project qualifies, in whole or in part, for an existing Department of the Interior (Department) general applicability waiver. If a project is selected for funding, recipients are responsible for determining if an approved waiver applies to their project. A list of active waivers is available on the Department's General Applicability Waivers web page. For more information on the waiver process and how to request a waiver, see the Service's General Award Terms and Conditions.

Buy America Provision for Infrastructure only applies to projects in the US

F3. Reporting

Financial Reports

Recipient specific reporting requirements, including the required reports, reporting frequency, and report due dates will be included in all Notices of Award, as applicable. Only interim financial reporting on awards to ASAP-waived entities using the SF-270/271 and requesting payment at least once annually throughout the entire award period of performance may be waived.

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. For instructions on completing the SF-425, please reference: Instructional Video: Completing the Federal Financial Report.

In the text field below enter any program specific reporting requirements.

Non-Construction Performance Reports

In the text below reflect the program's performance reporting requirements. Per, describe any performance goals, indicators, targets, measures, or baseline data that the recipient must use to measure and report on performance progress. Specify any requirements for the recipient to participate in a federally-funded evaluation, and any evaluation activities they must conduct under awards from this program. For awards that include construction, 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. Awards that include both construction and non-construction activities should require performance reporting for the non-construction activities. See 2 CFR §200.329 for more information. We may only waive performance reporting for awards to individuals for which we have another way of assessing and documenting recipient performance at least annually.

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 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 performance** reports on the frequency established in the Notice of Award.

Construction Performance Reports

In the text box following the below standard language, insert program-specific requirements for construction project performance reporting.

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.

Real property reports includes SF-429

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 of 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 the 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 about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

G. Federal Awarding Agency Contact(s)

Provide at least one point of contact for answering technical questions or helping with problems while the funding opportunity is open. The intent is to be as helpful as possible to the public, so give points of contacts that can be reached in multiple ways or provide a fax or email address that multiple people monitor so that someone will respond even if others are absent during critical periods. If needed, provide different points of contact for distinct types of help, such as a contact for programmatic or technical questions and a second contact for administrative questions. Please provide at least one point of contact.

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First and Last Name:
Stacy Sanchez
Telephone:
703-358-2017
Email:

stacy_sanchez@fws.gov

G2. Program Administration

For **program administration assistance**, contact:

First and Last Name:
Guy Foulks
Telephone:
703-358-1944

Email:
guy_b_foulks@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 otheassistance 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.

In the text box below, insert any additional information that is relevant to your program.

PAPERWOR 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.