

U.S. Fish and Wildlife Service

**Notice of Funding Opportunity**

F25AS00313 FY2025 Implementation of the Quagga and Zebra Mussel Action Plan (QZAP) in the Western United States

Funding Opportunity Number

F25AS00313

## Table of Contents

BASIC INFORMATION.....	1
ELIGIBILITY .....	2
Cost Sharing Requirement .....	3
GET READY TO APPLY .....	3
Required System Registrations .....	3
PROGRAM OVERVIEW .....	3
Program Goals.....	3
Program Description .....	4
Legislative Authority .....	4
Type of Award .....	4
PREPARE YOUR APPLICATION .....	4
Application Content and Format.....	5
Application Documents.....	5
SUBMISSION REQUIREMENTS AND DEADLINES .....	8
Address to Request Application Package .....	8
Submission Dates and Times .....	8
Submission Instructions .....	9
APPLICATION REVIEW INFORMATION.....	10
Eligibility Review .....	10
Merit Review.....	11
Review and Selection Process.....	12
Risk Review .....	13
AWARD NOTICES .....	13
POST AWARD REQUIREMENTS AND ADMINISTRATION .....	13
Administration and National Policy Requirements .....	13
Reporting.....	14

### BASIC INFORMATION

**Announcement Type:** Initial

**Funding Opportunity Number:** F25AS00313

**Assistance Listing Number(s):** 15.608

**Estimated Total Program Funding:** \$2,200,000

**Expected Number of Awards:** 15

**Award Ceiling:** \$600,000

**Award Floor:** \$50,000

**Cost Sharing Required?**

No

**Closing Date Explanation**

Notice of Funding Opportunity will be open for 60 days. Electronically submitted applications must be submitted no later than 11:59 PM., ET, on the listed application due date.

DO NOT submit applications through GRANTS.GOV. Applications will only be accepted and considered through grantsolutions.gov.

U.S. states and local governments may be required under [Executive Order 12372](#), [Intergovernmental Review of Federal Programs](#) to submit their application to their State Single Point of Contact (SPOC) for review. For more information, see the [Intergovernmental Review SPOC List](#).

**OMB Control Number:** [1018-0100](#)

**Have Questions?**

Technical Questions:

[barak\\_shemai@fws.gov](mailto:barak_shemai@fws.gov)

(505)366-9565

Administrative Questions:

[trishaeve\\_verdugo@fws.gov](mailto:trishaeve_verdugo@fws.gov)

(858)-723-4328

**Executive Summary**

DO NOT APPLY THROUGH GRANTS.GOV. Grant applications will only be accepted through grantsolutions.gov.

Quagga and Zebra Mussels are aquatic invasive species that are rapidly expanding their range in the Western United States. Popular recreational reservoirs on or connected to the lower Colorado River are one major source of invasive mussels, which are easily transported via trailered watercraft to areas that have not yet been invaded. This Request For Proposals (RFP) will fund proposals in the listed principal areas towards the fulfillment of the top priorities in the Quagga/Zebra Mussel Action Plan for Western U.S. Waters (QZAP 2.0) and will be limited to states within the boundaries of the Western Regional Panel within the United States, not including Canada and Mexico.

## ELIGIBILITY

## Eligible Applicants

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

## Additional Information on Eligibility

All legal entities are eligible to apply.

Program will not fund land acquisition.

All project will be reviewed using the described Merit Review Criteria, please review criteria to insure proposals are appropriate for this announcement.

## Cost Sharing Requirement

### Cost Sharing Required?

No

## GET READY TO APPLY

### Required System Registrations

#### Unique Entity Identifier and SAM.gov Registration

Before applying, all **applicants** except individuals applying as a natural person **must be registered in SAM.gov**. During the SAM.gov registration the entity will obtain their Unique Entity Identifier (UEI).

**The SAM.gov registration process can take several months. If your organization is not already registered in SAM.gov, begin the registration process as soon as possible.**

**To register in SAM.gov**, go to the [SAM.gov website](#) and use the available resources to complete registration.

- **Financial assistance registrants** must review and certify compliance with the SAM.gov “Financial Assistance General Representations and Certifications”.
- **Already registered?** You already have a Unique Entity ID. Before applying, check that your “Financial Assistance General Representations and Certifications” on SAM.gov is complete. Remember to renew your registration every year to keep it active while you have an award or application in progress. You can update your registration whenever you need, including during renewal.
- **Need help?** For additional information and contact information on the [SAM.gov Help page](#).

## PROGRAM OVERVIEW

### Program Goals

- Quagga and Zebra Mussels are aquatic invasive species that are rapidly expanding their range in the Western United States. Popular recreational reservoirs on or connected to the lower Colorado River are one major source of invasive mussels, which are easily transported via trailered watercraft to areas that have not yet been invaded. This Request For Proposals (RFP) will fund proposals in the listed principal areas towards the fulfillment of the top priorities in the Quagga/Zebra Mussel Action Plan for Western U.S.

Waters (QZAP 2.0) and will be limited to states within the boundaries of the Western Regional Panel within the United States, not including Canada and Mexico (see map): Limiting the spread of invasive mussels through containment, especially by inspection and decontamination of watercraft moving from invaded water bodies to jurisdictions currently free of Dreissenid mussels, and the coordination between

states or other jurisdictions to this end;

1. Protecting western ecosystems through support and/or establishment of prevention programs for invasive mussels at identified high risk control points.
2. Limiting the spread of invasive mussels through containment by increasing compliance with federal, state, local and tribal laws;
3. Increasing the effectiveness of outreach and education efforts to help advance prevention efforts;
4. Building capacity to detect and respond to new invasive mussel infestations;
5. Conducting Research that benefits the priorities listed above, including (but not limited to) social science research to evaluate the effectiveness of invasive species prevention messaging, and research on non- target species impacts of invasive mussel control treatments. Efforts to address the risks and impacts of these invasive species are on-going. They include development of QZAP, and funding by the U.S. Fish & Wildlife Service (Service) to address waters at highest risk for spreading invasive mussels.

In fiscal year 2025 the Service plans to allocate approximately \$2,200,000 to projects that will reduce or minimize the threat of quagga and zebra mussels to Western U.S. waters. Funding is available for a limited number of projects that target the priorities listed above.

### **Program Description**

The intended goal and overarching outcome is to provide a systematic and unified approach to prevent the spread of zebra and quagga mussels into and within the western United States in the future.

DO NOT APPLY THROUGH GRANTS.GOV. Grant applications will only be accepted through grantsolutions.gov.

### **Legislative Authority**

This opportunity is authorized by the Nonindigenous Aquatic Nuisance Prevention and Control Act—Regional coordination (16 U.S.C. §4723).

### **Type of Award**

Projects will be funded through G (Grant), O (Other).

Federal agencies that are selected for award through the merit-review process Interagency agreements may be used as an alternate execution vehicle.

## **PREPARE YOUR APPLICATION**

## Application Content and Format

### Application Documents

Applicants must submit the following forms with their application as specified below. Instructions for accessing and submitting application forms are provided in the [Submission Instructions](#) section of this document below. For instructions on completing form fields, see the form instructions on the [Grants.gov Forms Repository](#).

Forms/Assurances/Certifications	Submission Requirement
SF-424, Application for Federal Assistance Note: For applicants requesting more than \$100,000 in Federal funds, the Authorized Representative's signature (or electronic equivalent) on the Application for Federal Assistance form also represents their certification of the statements in <a href="#">Appendix A to 43 CFR 18-Certification Regarding Lobbying</a>	Required from all applicants
SF-424A, Budget Information – Non-Construction Programs	Required for non-construction projects
SF-424C: Budget Information – Construction Programs	Required for construction projects
SF-429 (Cover Page & Attachment B), Request to Acquire, Improve, or Furnish Real Property Note: The SF-429 forms are only available in the <a href="#">Grants.gov Forms Repository</a> . Applicants must download the form and include the completed form as an application attachment.	Required if requesting to acquire, improve, or furnish real property.
SF-LLL, Disclosure of Lobbying Activities	Required if requesting more than \$100,000 in Federal funds <u>and</u> the applicant has used or plans to use funds other than Federal appropriated funds for lobbying related to the proposed project.
Project Abstract Summary (OMB 4040-0019). Must include, in plain language: <ul style="list-style-type: none"> <li>• Award purpose,</li> <li>• Activities to be performed,</li> <li>• Expected deliverables or outcomes,</li> <li>• Intended beneficiaries,</li> </ul> Subrecipient activities (if known or specified at time of award)	Required from all applicants
DOI Research and Development (R&D) – Current and Pending (Other) Support Note: This form is available on the <a href="#">DOI website</a> .	Required for research projects.

Forms/Assurances/Certifications	Submission Requirement
Applicants must download the form and include the completed form as an application attachment.	

**Project Narrative**

DO NOT APPLY THROUGH GRANTS.GOV. Grant applications will only be accepted through grantsolutions.gov.

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.

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.

**Budget Narrative**

Applicants must describe and justify items and costs listed in their budget. The budget narrative must identify the following cost items: total estimated costs, non-Federal cost share, third-party contributions, and any pre-award costs. Total project cost is the sum of all allowable costs, including required and voluntary cost share and third-party contributions.

Budget items must be:

- Reasonable, allowable, allocable, and necessary
- Compliant with [2 CFR §200 Subpart E](#) cost principles

Indirect Costs: Applicants must indicate in their budget narrative how they will charge indirect costs, including the rate to be applied:

- De Minimis Rate: If eligible, state if your organization is opting to use the de minimis rate of up to 15% of total modified direct costs. Entities that do not have a current Federal negotiated indirect cost rate (including provisional rate) may propose to use the de minimis rate. For more information, refer to [2 CFR 200.414\(f\)](#).
- Negotiated Rate: State if you will negotiate with your cognizant agency. If your organization has previously negotiated a rate, attach a copy of the most recently negotiated rate agreement (active or expired).

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.

**Conflict of Interest and Unresolved Matters Disclosures:**

If any actual or potential conflict of interest exists related to this project at the time of application, the applicant must provide sufficient information to support a program determination of significance per [2 CFR 1402.112](#). Refer to [2 CFR 200.112](#) Conflict of Interest and [2 CFR 200.113](#).

**Overlap or Duplication of Effort Statement:**

Applicants must state in their application if the activities, costs, or time commitment of key personnel proposed in this application overlap with those in any other Federal proposal or award or not. If no overlap exists, include a statement to that effect. If any overlap exists, provide:

- Activities: Description any overlapping activities.
- Costs: Description of any overlapping costs.
- Time: Description of any overlapping key personnel time.
- A copy of any overlapping or duplicative proposal submitted to any other potential funding entity.
- Details on when any overlapping proposal was submitted, to whom, and the expected date of the funding decision.

**Other Required Information**

### 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.

## SUBMISSION REQUIREMENTS AND DEADLINES

### Address to Request Application Package

Full applications will be accepted through [grantsolutions.gov](https://grantsolutions.gov) beginning on the opening date of this announcement. All required documents can be found at [grants.gov](https://grants.gov). For assistance with documents or other application related assistance please contact:

[trishaeve\\_verdugo@fws.gov](mailto:trishaeve_verdugo@fws.gov) (858)-723-4328

### Submission Dates and Times

**Closing Date for Applications:** 09/05/2025

### Closing Date Explanation

Notice of Funding Opportunity will be open for 60 days. Electronically submitted applications must be submitted no later than 11:59 PM., ET, on the listed application due date.

DO NOT submit applications through GRANTS.GOV. Applications will only be accepted and considered through grantsolutions.gov.

## Submission Instructions

### Simplified Application Procedures for Certain Applicants and Applications

Certain applicants may be eligible to apply following the U.S. Fish and Wildlife Service (FWS) 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 \$200,000 or less from the FWS and, in the event an award is made, would not be expected to exceed that amount over the life of the award from the FWS, AND

You are not requesting funds to purchase land or for construction-related activities except culvert replacements and dam removals, AND

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

You are NOT a State, an Institution of Higher Education (except projects supporting Service-specific initiatives), 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)

If you and your project meet the above criteria and you do not want to register in and apply through the Department of the Interior's grants management system, 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 the above criteria, follow our standard application instructions below.

### Apply Through GrantSolutions

To apply through [GrantSolutions](#), follow these steps:

- 1. Register your organization.** Send an e-mail to [help@grantsolutions.gov](mailto:help@grantsolutions.gov) with:
  - Subject: New Organization Request
  - Entity name (organization or individual applying as a natural person)
  - Entity type
  - SAM.gov Unique Entity Identifier (not required for individuals)
  - Employer Identification Number (individuals, do not include your SSN)
  - Address
  - Contact details (First and last name, e-mail, phone)This information should be the same as entered on the entity's SAM.gov profile.
- 2. Assign system user roles.** Follow the [GrantSolutions "Recipient user" registration instructions](#). Submit a separate Recipient User Account Request form for each official to be assigned a system role. At minimum, the Authorizing Official (ADO) and Principal Investigator/Program Director (PI/PD) must be assigned.

3. **Log in.** GrantSolutions requires users to log in through Login.gov. Each user must create a [Login.gov](#) account. For instructions, see the [GrantSolutions Training Resources web page](#).
4. **Find and apply to this Funding Opportunity.** After logging in, click on either the “Begin an application” link (first time applicants) or the “Funding Opportunity” link to go to the “Competing Announcements-Application Kits” list screen. Search the list for this Funding Opportunity’s title and number. Click on the associated “Apply” link. Follow the prompts from there. Required applications forms are provided with the Funding Opportunity in GrantSolutions unless otherwise indicated on the Required Forms table above.
5. For detailed instructions, see the [GrantSolutions Training Resources web page](#).
6. **Need help?** Find help topics and contact information on the [GrantSolutions Contact Us page](#).

## APPLICATION REVIEW INFORMATION

### Eligibility Review

During the eligibility review, the application is checked for timely submission, completed packages (see [Application Documents](#) above) and alignment with the requirements of this announcement. The Federal agency may remove an application if it does not pass the eligibility review.

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. To be considered for funding, applications must address the priorities identified above in the section titled Description of Funding Opportunity. While not a requirement, the use of matching funds and partnerships to augment project resources is

encouraged, and will be considered in the ranking process. Minimization of overhead and other indirect costs is also encouraged, and will be considered in the ranking process. All applicants will be notified of the final disposition of their proposals. Applicants must be in good standing on all previously awarded Federal grant agreements to be eligible to receive additional funds. While funds will be awarded in fiscal year 2024 these monies may be used to fund activities in subsequent years. A panel of Federal Biologist/AIS Specialists will review the proposals and select proposals for funding. This panel will consist of current or acting regional aquatic invasive species coordinators and/or biologists from the U.S. Fish and Wildlife Service's Branch of Invasive Species. Outside experts, with no conflicts of interest, may be solicited to review specific proposals as needed. Prior to participating in any review or evaluation process, all staff and peer reviewers, evaluators, panel members, and advisors will sign and return to the program office point of contact the "Department of the Interior Conflict of Interest Certification" form. Project proposals will be evaluated in 3 basic steps. The first step will evaluate technical acceptability, the second step will evaluate the proposal for eligibility for single-source award, and the final step will rank the remaining proposals using a point-based merit review. The process is detailed below.

If an applicant selected for funding hasn't finished their SAM.gov registration (see [2 CFR 25.200](#) and [2 CFR 25.110](#)) when the federal agency is ready to make an award, we may decide that the applicant is ineligible for the award and choose to grant it to someone else. Please refer [2 CFR 25.205](#) for more information.

Prior to making an award, the DOI checks the anticipated recipient and their key project personnel against the current list of prohibited or restricted persons or entities in the System for Award Management (SAM.gov) Exclusions database. We are prohibited from making an award if a recipient or any key personnel are found ineligible, prohibited, restricted, or otherwise excluded from receiving or participating in an award, as their ineligibility condition applies to this program.

If removed from consideration for ineligibility, the Federal agency will notify the applicant in writing.

## **Merit Review**

**Step 1: Technical Acceptability** The first step in the merit review process will be to conduct an adjectival rating of each proposal for technical acceptability. If a proposal receives one unacceptable (U) rating, that proposal will be removed from award consideration. Listed below are the two criteria that will be used in the adjectival rating process.

Proposal clearly meets at least one of the 2025 priorities addressed in the NOFO

Proposal clearly addresses at least one of the action items described in the updated Quagga-Zebra Mussel Action Plan for Western U.S. Waters

**Step 2: Single-Source Award Eligibility**

If a proposal receives two (A) ratings for technical acceptability, the next step will be to determine if the proposal is eligible for a non-competitive single-source award. Single-source awards may be given to projects/agencies that have been specifically prioritized by the Department of Interior and/or Congress. Documentation of this prioritization will serve as the completed merit-review process for award.

### Step 3: Point-Based Merit Review

Each proposal that is found to be technically acceptable and not eligible for single-source, non-competitive award, will be evaluated with a point-based review using predetermined criteria.

This review will use the criteria listed below in order to objectively determine the overall integrity and value of the project, in dealing with Quagga and Zebra Mussel invasions in waters of the Western United States. Project proposals will be ranked on a point scale from 0 to 100. Proposals should specifically, and clearly, address each of the applicable criteria listed below. Provide enough detail so that reviewers may assign appropriate points and subsequent ranking. The highest ranking proposals will receive award priority. Proposals will be awarded sequentially and limited by available funds.

Is the proposed project listed as a priority action item, in the QZAP 2.0?

Does the proposal clearly identify the applicants experience, project objectives and goals, project timeline, deliverables, and criteria for success?

What is the geographic scope of the project both direct and indirect? Does the proposed project support research related to mussel containment, prevention, and/or outreach.

Does the proposed containment or prevention project focus on areas that have high numbers of local or visiting watercraft?

Does the proposed project complement other existing efforts and campaigns?

Does the proposal provide a clear budget and cost justification for activities identified in the scope?

Does the project incorporate significant leveraging of resources (e.g., cross-programmatic collaboration, external partner contributions, volunteers?)

Does the proposed project include partnerships (i.e. agencies, NGO, private marinas)?

Does the proposed project include a significant public outreach component that is in line with ongoing and/or approved outreach campaigns?

## Review and Selection Process

This program reviews proposed budgets to ensure:

- figures are correct
- estimated costs are necessary and reasonable and clearly linked to project narratives
- avoid obviously unallowable costs
- identify costs requiring prior approval
- ensure indirect cost rates are applied correctly
- confirm cost sharing requirements are reflected in the budget.

This program reviews applications for potential overlap or duplication between the proposed project and any other funded or proposed project. Depending on the circumstances, DOI may choose to not make an award.

Strong project proposals will address criteria listed above, and be professionally written and edited (Note: Notice of Funding Opportunity clearly identifies proposal requirements). Final funding decisions will be made by the Southwest Region's Assistant Regional Director for Fish and Aquatic Conservation in consultation with the U.S. Fish & Wildlife Service's Branch of Invasive Species.

Prior to participating in any review or evaluation process, all staff and peer reviewers, evaluators, panel members, and advisors must sign and return to the program office point of contact the “Department of the Interior Conflict of Interest Certification” form. For a copy of this form, contact the Service point of contact identified in the Agency Contacts section below.

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

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

## **Risk Review**

Prior to making an award, the program assesses the risk posed by the applicant per [2 CFR 200.206](#). If an award will be made, the program may apply special conditions corresponding to the risk assessed. For awards over the simplified acquisition threshold (currently \$250,000), the program reviews eligibility and financial integrity information in the applicant’s SAM.gov records per [2 CFR 200.206\(a\)](#). The program also assesses financial management capabilities, project delivery experience, staffing resources, past performance, administration and reporting compliance records, and overall project complexity and potential challenges.

## **AWARD NOTICES**

Notices of Federal Award are sent electronically via GrantSolutions or e-mail. These notices outline the terms, conditions, and payment instructions per [2 CFR 200.211](#). The Notice of Federal Award signed by an authorized Grants Officer is the legal instrument obligating financial assistance to a recipient. Any other prior notice is not an authorization to begin work. If the program allows pre-award costs per [2 CFR 200.458](#), beginning performance before receiving a Notice of Federal Award is at the applicant’s own risk.

**Anticipated Project Start Date:** 10/31/2025

**Anticipated Project End Date:** 04/30/2027

Grant performance periods should not exceed 18 months. All applicants will be notified of the award status at the conclusion of the merit-review process. This notification is not an authorization to begin project performance, successful applicants will receive an automated email notification from GrantSolutions stating their grant has been awarded and released. They can then log into GrantSolutions to review their Notice of Award letter.

## **POST AWARD REQUIREMENTS AND ADMINISTRATION**

### **Administration and National Policy Requirements**

For award administration and national policy requirements, see the [DOI General Terms and Conditions](#). Infrastructure projects require the use of American iron, steel, manufacture products, and construction materials per [2 CFR 184](#).

See the [FWS General Award Terms and Conditions](#) for national policy requirements for FWS awards. Special terms and conditions will be detailed in award notices.

## Reporting

The recipient's Notice of Award will detail all reporting requirements, including frequency, due dates, and instructions for requesting extensions. In general, but not limited to, recipients must:

- Submit Federal Financial reports and Program Performance reports.
- Use the [Federal Financial Report \(SF-425\) form](#) for financial reporting,
- Monitor award activities and report on program performance per [2 CFR 200.329](#),
- Promptly notify the awarding program in writing of any issues, delays, or conditions impairing award objectives per [2 CFR 200.329\(e\)](#),
- Disclose any conflicts of interest related to their award that arise during the award period per [2 CFR 1402.112](#),
- Report on the status of real property acquired under the award in which the Federal government retains an interest per [2 CFR 200.330](#), and
- Report all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award per [2 CFR 200.113](#).
- Report any matters related to recipient integrity and performance to SAM.gov per [Appendix XII to 2 CFR 200](#).
- If the Federal share of the award is more than \$100,000 and the recipient makes or agrees to make any payment using non-appropriated funds for lobbying in connection to the award, disclose those activities using the Disclosure of Lobbying (SF-LLL) form per [43 CFR 18.100](#).
- Federal Funding Accountability and Transparency Act of 2006 (FFATA) requires certain recipients to report information on executive compensation through SAM.gov and information on all sub-awards, subcontracts, and consortiums over \$30,000 to the [FFATA Subaward Reporting System \(FSRS\)](#).

## Other Information