

RECLAMATION

Managing Water in the West

Funding Opportunity Announcement No. BOR-LC-17-001

Lower Colorado Region Water Conservation Field Services Program Grant Program for FY 2017



U.S. Department of the Interior
Bureau of Reclamation
Lower Colorado Region

November 2017

Mission Statements

The U.S. Department of the Interior protects America's natural resources and heritage, honors our cultures and tribal communities, and supplies the energy to power our future.

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

Synopsis

Federal Agency Name:	U.S. Department of the Interior, Bureau of Reclamation, Lower Colorado Region
Funding Opportunity Title:	Lower Colorado Region Water Conservation Field Services Program (WCFSP) Grant Program for Fiscal Year (FY) 2017
Announcement Type:	Funding Opportunity Announcement (FOA)
Funding Opportunity Number:	BOR-LC-17-F001
Catalog of Federal Domestic Assistance (CFDA) Number:	15.530
Application Due Date: (See FOA Sec. D.5)	Applications will be accepted through 5:00 p.m. Pacific Standard Time, January 23, 2017.
Eligible Applicants: (See FOA Sec. C.1)	States, Indian tribes, irrigation districts, water districts, or other organizations with water or power delivery authority located in the Lower Colorado Region as required by Sections 9502 and 9504(a) of Public Law 111-11.
Geographic Area of Consideration (See FOA Sec. A.1)	Activity must be located in the Lower Colorado Region and have a defined relationship to an authorized Bureau of Reclamation Project.
Recipient Cost Share: (See FOA Sec. C.2)	50 percent or more of total activity costs must be met with non-federal funds.
Federal Funding Amount: (See FOA Sec. B.2)	Up to \$100,000 per applicant
Estimated Number of Agreements to be Awarded: (See FOA Sec. B.1)	Eight to fifteen awards, depending on submittals and authorized budget.
Estimated Amount of Funding Available for Award: (See FOA Sec. B.1)	Of the President's FY 2017 budget for WCFSP, approximately \$900,000 will be made available for this FOA. Reclamation will determine the amount of funding available for award under this FOA once final FY 2017 appropriations have been made. Any awards are subject to a determination by Reclamation that FY 2017 appropriations are available and that awards can be made consistent with all program requirements.

Application Checklist

The following table contains a summary of the information that you are required to submit with a WCFSP Grant application.

√	What to submit	Form or format	When to submit
	Form SF-424 (Submitted as cover page)	Form SF-424, available at <http://www.grants.gov/web/grants/forms/r-r-family.html#sortby=1> FOA Page 19	*
	Assurances form	Form SF-424B or SF-424D, as applicable, available at <http://www.grants.gov/web/grants/forms/r-r-family.html#sortby=1> FOA Page 19	*
	Budget form	Form SF-424A or SF-424C, as applicable, available at <http://www.grants.gov/web/grants/forms/r-r-family.html#sortby=1> FOA Page 20	*
	Title page	FOA Page 19	*
	Table of contents	FOA Page 19	*
	Technical proposal:		*
	• Executive summary	FOA Page 20	
	• Technical project description	FOA Page 20	*
	• Evaluation criteria	FOA Page 39	
	Environmental/Regulatory Compliance Information	FOA Page 24	*
	Required permits and approvals	FOA Page 26	*
	Funding plan	FOA Page 27	*
	Commitment letters	FOA Page 27	**
	Project budget proposal:	FOA Page 28	*
	• Sample budget format	FOA Page 29	*
	• Budget narrative	FOA Page 28	*

* Submit materials with your application by January 23, 2017 at 5:00pm PST.

** Submit Commitment letters by February 23, 2017.

Acronyms and Abbreviations

ARC	Application Review Committee
ASAP	Automated Standard Application for Payments
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
CPA	certified public accountant
CWA	Clean Water Act
DUNS	Data Universal Number System
ESA	Endangered Species Act
FAPIIS	Federal Awardee Performance and Integrity Information System
FEMA	Federal Emergency Management Agency
FOA	Funding Opportunity Announcement
FY	fiscal year (Federal FY is from October 1-September 30)
GO	Grants Officer
LCR	Lower Colorado Region
M&I	municipal and industrial
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
OM&R	Operations, Maintenance, and Replacement
P.L.	Public Law
Plan	Water Conservation or Water Management Plan
PST	Pacific Standard Time
Reclamation	Bureau of Reclamation
RRA	Reclamation Reform Act of 1982
SAM	System for Awards Management
SF	Standard Form
SOR	System Optimization Review
SHPO	State Historic Preservation Office
USC	United States Code
WCFSF	Water Conservation Field Services Program

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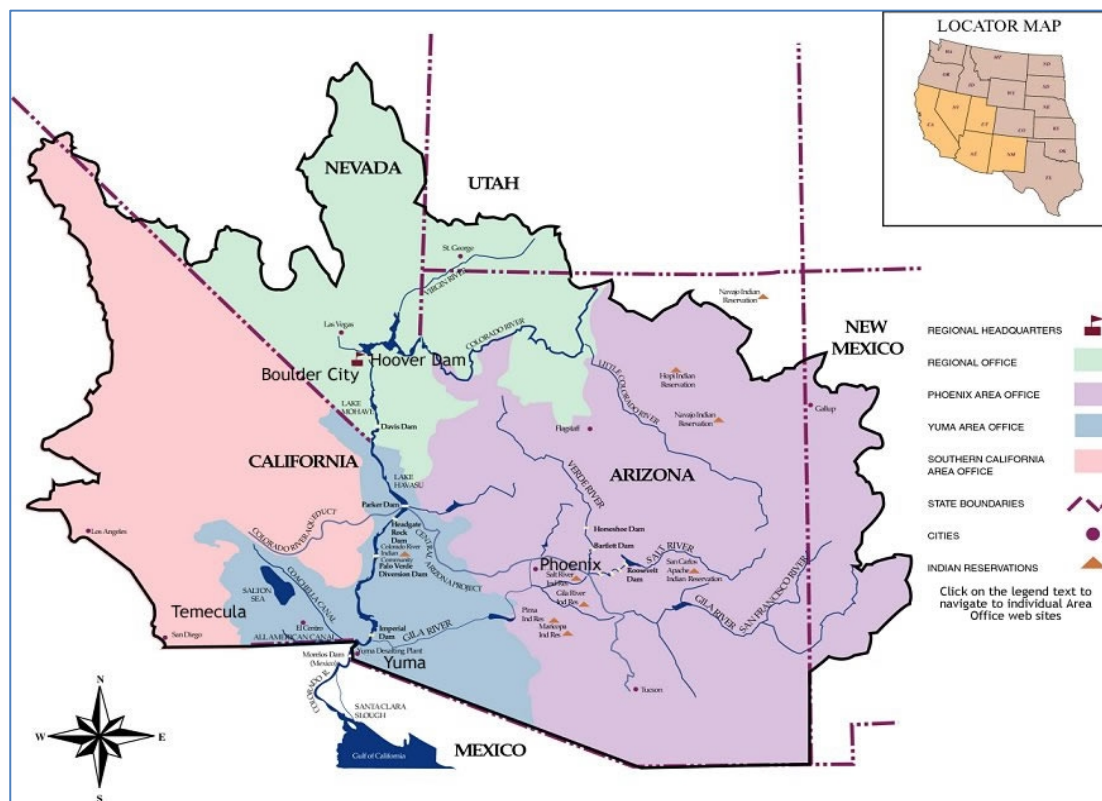
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Section A: Funding Opportunity Description

A.1. Water Conservation Field Services Program Overview

The Bureau of Reclamation (Reclamation), Lower Colorado Region, is requesting proposals to fund activities in support of its Water Conservation Field Services Program (WCFSP) within the Lower Colorado Region (LCR). The LCR includes Southern Nevada, most of Arizona, Southern California, and Southwestern Utah. Please see the map below for areas covered under this FOA.



The mission of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public. Reclamation has a major responsibility, in partnership with water users, states, and other interested parties, to help improve water resource management and water use efficiency in the western United States. More efficient water use is a key component of Reclamation's water resource management strategy.

Reclamation established the WCFSP in 1996 with the purpose to fulfill its water conservation-related obligation as outlined in Section 210 of the Reclamation Reform Act (RRA) of 1982. The RRA directs the Secretary to encourage and implement water conservation measures on Federal Reclamation projects. Directives and Standards (WTR 01-02) were developed for the program which outlined Reclamation's procedures for administering the WCFSP pursuant to the RRA and other existing authorities, including the provision of technical and financial assistance to Federal and non-federal entities and the administration of water conservation plans.

A.2. Objective of this Funding Opportunity Announcement

The objective of this FOA is to invite States, Indian tribes, irrigation districts, water districts, or other organizations with water or power delivery authority located in the Lower Colorado Region that have an association with a Reclamation project or project water to leverage their money and resources by cost sharing with Reclamation on activities/projects that help our partners with planning, demonstration, and design efforts to make more efficient use of existing water supplies through water conservation and efficiency in the LCR. Activities/Projects will be selected through a competitive process using the selection criteria identified in Section E.

A.3. Statutory Authority

This FOA is issued under the authority of Public Law (P.L.) 111-11, Omnibus Public Land Management Act of 2009, Section 9504(a) of the Secure Water Act, Subtitle F of Title IX (42 United States Code [USC] §10364).

A.4 Other Related Funding Opportunities

Beginning in FY 2017, on-the-ground projects (i.e., implementation projects) will no longer receive funding consideration through the WCFSP. Instead, those on-the-ground projects will receive funding consideration through WaterSMART Grants: Small-Scale Water Efficiency Projects (SWEP) and Water and Energy Efficiency Grants (WEEG).

The new SWEP grants (BOR-DO-17-F011) are intended for improvement projects with a total project cost of \$150,000 or less, that have been previously identified in a prior planning effort led by the applicant. The FOA for the SWEP of WaterSMART Grants is available at: <http://www.grants.gov/web/grants/view-opportunity.html?oppId=290175>.

The FOA for the WEEG of WaterSMART Grants is available at: <http://www.grants.gov/web/grants/view-opportunity.html?oppId=290172>.

See <http://www.usbr.gov/watersmart/grants.html> for more information on the WaterSMART Grants Program.

Section B: Award Information

B.1. Total Project Funding

It is anticipated that between eight and fifteen water conservation agreements will be awarded under this FOA, depending on the total amount of funding requested by successful proposals and the amount of funding provided in the Congressional budget appropriation. It is anticipated that the total funding available for the WCFSP in the Lower Colorado Region is approximately \$900,000. The amount of funding available to fund projects through this FOA will be determined once Congress approves final FY 2017 appropriations.

B.2. Project Funding Limitations

In accordance with Section 9504(a) of P.L. 111-11, the federal share (Reclamation and other sources of federal funding) of any one proposed activity/project shall not exceed 50 percent of the total activity/project costs under this FOA.

Reclamation will limit total funding to no more than \$100,000 in federal funding to each applicant in FY 2017. Any awards are subject to a determination by Reclamation that FY 2017 appropriations are available and that awards can be made consistent with all program requirements.

B.3. Assistance Instrument

Project awards will be made through grants or cooperative agreements as applicable to each project. If a cooperative agreement is awarded, the recipient should expect Reclamation to have substantial involvement in the project.

Substantial involvement by Reclamation may include:

- Collaboration and participation with the recipient in the management of the project and close oversight of the recipient's activities to assure that the program objectives are being achieved.
- Oversight may include review, input, and approval at key interim stages of the project.

At the request of the recipient, Reclamation can provide technical assistance after award of the project. If you receive Reclamation's assistance, you must account for these costs in your budget. To discuss available assistance and these costs, contact the program coordinator identified in Section G. Agency Contacts.

Section C: Eligibility Information

C.1. Eligible Applicants

Applicants eligible to receive an award under P.L. 111-11, Sec. 9502, to fund activities include:

- State
- Indian tribe
- Irrigation district
- Water district
- Other organization with water or power delivery authority located in the Lower Colorado Region. Please see the location map in Section A.1.

Those not eligible include, but are not limited to, the following entities:

- Federal governmental entities
- Institutions of higher education
- Individuals

C.2. Cost Sharing Requirements

Applicants must be capable of cost sharing 50 percent or more of the total project costs. Cost sharing may be made through cash or in-kind contributions or donations from the applicant or third-party partners. Cost share funding from sources outside the applicant's organization (e.g., loans or state grants) should be secured and available to the applicant prior to award. Please see Funding Plan and Letters of Commitment (under Section D.2.2.8.) for more information regarding the documentation required to verify commitments to meet cost sharing requirements.

C.2.1. Cost Share Regulations

All cost share contributions must meet the applicable administrative and cost principles criteria established in 2 Code of Federal Regulations (CFR) Part 200, available at www.ecfr.gov.

C.2.2. In-Kind Contributions

In-kind contributions constitute the value of noncash contributions that benefit a federally assisted project. These contributions may be in the form of real property, equipment, supplies, and other expendable property, as well as the value of goods and services (volunteer labor) directly benefiting and specifically identifiable to the project or program. The cost or value of

in-kind contributions that have been or will be relied on to satisfy a cost-sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement contract, or any other award of Federal funds may not be relied on to satisfy the cost-share requirement for an award under this FOA; except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs, such as awards to tribal organizations under P.L. 93-638, as amended. Applicants should refer to 2 CFR §200.434 for regulations regarding the valuation of in-kind donations and contributions, available at www.ecfr.gov.

C.3. Eligible Projects

All proposals will be ranked upon Evaluation Criteria stated in Section E of this FOA. Projects to be considered should address one of the following task component areas:

C.3.1. Water Management Planning

Development of written water management and/or conservation plans. Water conservation plans are required for Colorado River water contractors in the Lower Colorado Region, in accordance with the RRA. The Water Conservation Plans should be modeled after plans described in *Achieving Efficient Water Management: A Guidebook for Preparing Municipal Water Conservation Plans*, and *Achieving Efficient Water Management: A Guidebook for Preparing Agricultural Water Conservation Plans, Second Edition (Guidebooks)*. These publications are available at <http://www.usbr.gov/lc/region/g4000/conservation/manuals.html>. The proposed planning activity/project should address one or more of the planning tasks discussed in these Guidebooks. Priority is given to development of plans required under water contracts in the LCR.

Please Note: Because of the strong support provided by the State of Arizona through the Arizona Department of Water Resources and the implementation of Arizona's Groundwater Management Code of 1980, **no funding will be made available for water conservation plans within Phoenix Area Office area**. Please see the map at the following link < <http://www.usbr.gov/lc/phoenix/pxaomap.html> > for locations that will not fund planning agreements.

Water Management and Conservation Plans provide entities an opportunity to document data on current water supply and demand, prepare a forecast for future water demands, identify water conservation goals, and determine conservation measures (e.g., cost/pricing of water, water accounting, landscape efficiency, information and education, water use regulation).

C.3.2. System Optimization Reviews (SOR)

SORs are a review to assess the potential for water management improvements and to identify a plan of action that contains recommendations for implementing specific improvements that have the potential to enhance water management. The review can include an analysis of the entire

water delivery system, district, watershed, or a portion thereof. SORs are intended to take a broad look at system-wide efficiency and are not focused on single project-specific planning.

The following are components of a SOR:

- Gather information;
- Identify, describe, and prioritize water management issues;
- Establish goals;
- Identify, evaluate, and prioritize potential improvement projects with the ability to mitigate the identified issues and accomplish goals.
 - The evaluation of improvement projects could consider: the water management benefits associated with the improvement, anticipated construction and operating costs (as applicable), as well as, environmental, regulatory, cultural, and economic impacts.
 - As part of the evaluation, efforts to better quantify the associated benefits of the proposed improvement projects are eligible subtasks (e.g., soil infiltration tests, required monitoring activities).

If an applicant's previous planning efforts have addressed some of the components above, the applicant can propose funding for the remaining components for a complete system analysis. The SOR Final Report will serve as the final product of the SOR analysis, and will summarize the analysis performed.

Water Management and Conservation Plans provide entities an opportunity to document data on current water supply and demand, prepare a forecast for future water demands, identify water conservation goals, and determine conservation measures (e.g., cost/pricing of water, water accounting, landscape efficiency, information and education, water use regulation). System Optimization Reviews allow an entity to assess their system with an efficiency focus; issues determined from the system analysis inform the identification and selection of potential improvement projects (e.g., SCADA and automation to reduce specific issues such as spills, over-deliveries, and seepage).

Proposals for the development of planning studies are not eligible for funding under this FOA. This includes proposals for the development of appraisal investigations, feasibility studies, special studies, drought contingency plans, Basin Studies, or studies authorized under the Title XVI Water Recycling and Reuse Program, through P.L.102-575, as amended (43 USC 390h et seq.), or under the Rural Water Program, pursuant to the Rural Water Supply Act of 2006, P.L.109-451 (www.usbr.gov/ruralwater/).

Funding for the design of an improvement project should consider the Designing Water Management Improvements activity under the WCFSP, while further engineering and construction may be eligible for funding under WaterSMART Grants: Small-Scale Water Efficiency Projects, and Water and Energy Efficiency Grants.

C.3.3. Designing Water Management Improvements

Design of improvement projects such as pipelines, canal lining, water measurement structures, or other water management improvement projects. Upon completion of prior planning efforts (e.g., Water Management and Conservation Plan, System Optimization Review) to identify solutions for water management issues, this activity provides for funding to design identified water management improvement projects. This activity includes the necessary preliminary work in preparation of the design such as surveying, and gathering pertinent site specific information (e.g., hydraulic head available at site, soil testing, determining groundwater level). Eligible subtasks under this activity also include peer-review for the design, development of a cost estimate including scoping the costs for regulatory compliance activities (e.g., environmental, cultural), and identification of necessary regulatory requirements (i.e., permits). Land/title acquisition, and environmental/cultural resources compliance work is not eligible under this activity.

Examples of eligible design activities include, but are not limited to:

- Design for conversion of an open conveyance system (e.g., canal) to a closed conveyance system (e.g., pipeline) resulting in conserved water (i.e., reduced evaporation).
- Design for lining of canal with proven materials or technology resulting in conserved water (i.e., reduced/eliminating seepage).
- Design of weirs, flumes, ramps, and other irrigation flow measurement devices in an open channel.
- Design of control structures for an irrigation system (e.g., check structures, drop structures, division structures).
- Design for installation of meters within a distribution system resulting in water better managed (i.e., leakage quantification).
- Design for system implementation of Supervisory Control and Data Acquisition (SCADA) and automation components intended to result in water better managed (i.e., reduced spills, over-deliveries, and seepage).
- Design of irrigation system regulating reservoirs for better management of water supply (i.e., reduced spills, more flexibility in water delivery operations, excess water interception at end of system).

Funding for the design of an improvement project should consider the Designing Water Management Improvements activity under the WCFSP, while further engineering and construction may be eligible for funding under WaterSMART Grants: Small-Scale Water Efficiency Projects, and Water and Energy Efficiency Grants.

C.3.4. Demonstration Projects

Demonstrate innovative technologies in water conservation to increase technical understanding of unfamiliar water management and conservation principles and practices that have not been previously used locally. A demonstration activity/project's purpose is to install or apply a particular technology in a new way, or in a new setting, with the intent of reporting the results to others for potential wider adoption. The proposed activity/project should not only “publicly” demonstrate a new or unfamiliar practice; it should contain a process for public outreach or informing interested individuals and organizations about the outcome of the demonstration.

Please Note: Reclamation recognizes that education is an important part of any water conservation program; however, education activities will not be funded until clear authority exists for education grants under WCFSP. Please make sure that all education activities are removed from your proposal.

C.4. Ineligible Projects

- Proposals for on-the-ground construction or water conservation implementation activities are not eligible for funding under this FOA.
- Water conservation education and training activities will not be funded under this FOA.
- Proposals for the development of planning studies are not eligible for funding under this FOA including the following:
 - Development of appraisal investigations
 - Feasibility studies
 - Special studies
 - Drought contingency plans
 - Basin studies
 - Studies authorized under the Title XVI Water Recycling and Reuse Program, through P.L.102-575, as amended (43 United States Code [USC] 390h et. seq.)

- o Studies authorized under the Rural Water Program, pursuant to the Rural Water Supply Act of 2006, P.L.109-451 (www.usbr.gov/ruralwater)
- Proposals that are considered normal Operations, Maintenance, and Replacement projects (OM&R) are not eligible. OM&R is described as system improvements that replace or repair existing infrastructure or function without providing increased efficiency or effectiveness of water distribution over the expected life of the improvement. Examples of ineligible OM&R projects include:
 - o Replacing malfunctioning components of an existing facility with the same components.
 - o Improving an existing facility to operate as originally designed.
 - o An activity that is performed on a recurring basis even if that period is extended (i.e., 10-year interval).
 - o Sealing expansion joints of concrete lining because the original sealer or the water stops have failed.
 - o Replacing old or broken meters with new meters of the same type.
 - o Replacing leaky pipes with new pipes of the same type.

C.5. Length of Projects

In general, applicants should propose activities/projects that can be completed within two years from the estimated project start date. Any proposals that extends beyond a two-year length shall provide an explanation for the need. Applications for projects requiring more time will be considered for funding only under limited circumstances.

Section D: Application and Submission Information

D.1. Address to Request Application Package

This FOA contains all information, forms, and electronic addresses required to obtain the information required for submission of an application.

If you are unable to access this information electronically, you can request paper copies of any of the documents referenced in this FOA by contacting:

By mail: Bureau of Reclamation
Acquisition and Assistance Management Office
Attn: Bonnie Van Veldhuizen, LC-10104
P O Box 61470
Boulder City NV 89006

By email: bvanveldhuizen@usbr.gov

By telephone: 702-293-8551

D.2. Content and Format of Application Submission

All applications must conform to the requirements set forth below.

D.2.1. Application Format and Length

All pages shall be consecutively numbered, including tables, appendices, and exhibits. The font used should be easy to read and at least 11 points in size. The Project Narrative/Technical Proposal shall be limited to **no more than fifteen (15), one sided, single spaced**, 8½ by 11 inch pages, excluding any forms required in these instructions. Oversized pages will not be accepted. The Standard Form (SF)-424 (used as the cover page), Assurances (SF-424B or SF-424D, as applicable), Budget Form (SF-424A or SF-424C, as applicable), blank pages, title page, blueprints, appendices, environmental compliance documentation, budget narrative, funding plans, and table of content pages will not be counted towards the fifteen (15) page limit.

Do not include a cover letter, organization literature, and/or brochures with your proposal. Do not place proposals in binders or plastic covers.

Applications will be prescreened for compliance to the page number limitations. If the proposal narrative exceeds fifteen pages, only the first fifteen pages will be evaluated.

D.2.2. Application Content

The application must include the following elements to be considered complete:

D.2.2.1. Mandatory Federal Forms

- SF-424 Application for Federal Assistance
- SF-424 Budget Information (A or C Form, as applicable to the project)
- SF-424 Assurances (B or D Form, as applicable to the project)

SF-424, SF-424A, SF-424B, SF-424C, and SF-424D forms may be obtained at <http://www.grants.gov/web/grants/forms/r-r-family.html#sortby=1>.

D.2.2.2. Title Page

Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, e-mail address, and telephone of the project manager.

D.2.2.3. Table of Contents

List all major sections of the technical proposal in the table of contents.

D.2.2.4. Technical Proposal and Evaluation Criteria

Executive Summary

The executive summary should include:

- Submission date, applicant name, city, county, and state
- A one paragraph project summary that specifies the work proposed, including how project funds will be used to accomplish specific project activities and briefly identifies how the proposed project contributes to accomplishing the goals of this FOA (see Section C.3. Eligible Projects)
- State the length of time and estimated completion date for the project

Technical Project Description

On a separate line, on the first page of the Project Narrative, clearly identify which task area component will be addressed through the proposed activity/project. To assure your proposal receives the points it deserves, applicants are strongly encouraged to explain how your proposed project relates to the Evaluation Criteria outlined in Section E. DO NOT attempt to address ALL of the criteria. Applicants must select the ONE task area component that most directly applies to the proposed activity/project and must address the

criteria for that ONE selected area component. If your project has aspects of more than one emphasis area, you must choose which one is the better fit or best describes the primary reason for the project.

Briefly discuss the background and location of your organization. Identify the purpose and objective of the proposed project, and identify whether the project is a component of an approved conservation or management plan. Include a map showing the location of the proposed project.

Describe – in detail –the technical work to be carried out. Applicants should break out the proposed work into major tasks/milestones, and discuss the approach and evaluation techniques that will be used to accomplish the proposed work. This discussion should provide sufficient detail to permit a comprehensive evaluation of the proposal and its outcomes. If applicable, include engineering plans, designs, and analyses as part of the proposal. These plans and designs should be included as an Appendix of the proposal. Multi-year applications should include such information for each year of the proposed activity.

Project Schedule - Provide the anticipated schedule for each milestone with completion dates for the project by identifying the anticipated start and end dates of all major stages/tasks/milestones of the project proposal. Explain any variations from proposed start dates shown in Section E.3., under Anticipated Award Date. Multi-year applications should include such information for each year of the proposed activity.

Milestone/Task/Activity	Planned Start Date	Planned Completion Date

Evaluation Criteria

(See Section E for a detailed description of each criterion and subcriterion and points associated with each.) The evaluation criteria portion of your application should thoroughly address each criterion and subcriterion in the order presented to assist in the complete and accurate evaluation of your proposal.

It is suggested that applicants copy and paste the evaluation criteria and subcriteria listed in Section E into their applications to assure that all necessary information is adequately addressed. As identified above, the applicant should only address criteria from the component that pertains to the proposed project.

D.2.2.5. Environmental and Cultural Resources Compliance

To allow Reclamation to assess the probable environmental and cultural resources impacts and costs associated with each application, all applicants must respond to the following list of

questions focusing on the NEPA, ESA, and NHPA requirements. Please answer the following questions to the best of your knowledge. If any question is not applicable to the project, please explain why. The application should include the answers to:

If you have any questions, please contact your regional or area Reclamation office (see < <http://www.usbr.gov/lc/region/g4000/wtrconsrv.html> >) with questions regarding ESA compliance issues. You may also contact Ms. Mullis at 702-293-8139, for further information.

- Will the proposed project impact the surrounding environment (e.g., soil [dust], air, water [quality and quantity], animal habitat)? Please briefly describe all earth-disturbing work and any work that will affect the air, water, or animal habitat in the project area. Please also explain the impacts of such work on the surrounding environment and any steps that could be taken to minimize the impacts.
- Are you aware of any species listed or proposed to be listed as a Federal threatened or endangered species, or designated critical habitat in the project area? If so, would they be affected by any activities associated with the proposed project?
- Are there wetlands or other surface waters inside the project boundaries that potentially fall under CWA jurisdiction as “Waters of the United States?” If so, please describe and estimate any impacts the proposed project may have.
- When was the water delivery system constructed?
- Will the proposed project result in any modification of or effects to, individual features of an irrigation system (e.g., headgates, canals, or flumes)? If so, state when those features were constructed and describe the nature and timing of any extensive alterations or modifications to those features completed previously.
- Are any buildings, structures, or features in the irrigation district listed or eligible for listing on the National Register of Historic Places? A cultural resources specialist at your local Reclamation office or the State Historic Preservation Office can assist in answering this question.
- Are there any known archeological sites in the proposed project area?
- Will the proposed project have a disproportionately high and adverse effect on low income or minority populations?
- Will the proposed project limit access to and ceremonial use of Indian sacred sites or result in other impacts on tribal lands?
- Will the proposed project contribute to the introduction, continued existence, or spread of noxious weeds or non-native invasive species known to occur in the area?

Note, if mitigation is required to lessen environmental impacts, the applicant may, at Reclamation's discretion, be required to report on progress and completion of these commitments. Reclamation will coordinate with the applicant to establish reporting requirements and intervals accordingly.

Under no circumstances may an applicant begin any ground-disturbing activities (including grading, clearing, and other preliminary activities) on a project before environmental compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost-share. Reclamation will provide a successful applicant with information once environmental compliance is complete. An applicant that proceeds before environmental compliance is complete may risk forfeiting Reclamation funding under this FOA.

D.2.2.6. Required Permits or Approvals

Applicants must state in the application whether any permits or approvals are required and explain the plan for obtaining such permits or approvals. Note that improvements to Federal facilities that are implemented through any project awarded funding through this FOA must comply with additional requirements. The Federal government will continue to hold title to the Federal facility and any improvement that is integral to the existing operations of that facility. Please see P.L. 111-11, Section 9504(a)(3)(B). Reclamation may also require additional reviews and approvals prior to award to ensure that any necessary easements, land use authorizations, or special permits can be approved consistent with the requirements of 43 CFR Section 429, and that the development will not impact or impair project operations or efficiency.

D.2.2.7. Letters of Support

Please include letters from interested stakeholders supporting the proposed project. To ensure your proposal is accurately reviewed, please attach all letters of support/ partnership letters as an appendix.

(Note: this will not count against the application page limit.) Letters of support received after the application deadline for this FOA will not be included with your application.

D.2.2.8. Project Budget

The project budget shall include:

- Funding plan and letters of commitment
- Budget
- Budget narrative

Funding Plan and Letters of Commitment

Describe how the non-Reclamation share of project costs will be obtained. Reclamation will use this information in making a determination of financial capability.

Project funding provided by a source other than the applicant shall be supported with letters of commitment from these additional sources. This is a **mandatory requirement**. Letters of commitment shall identify the following elements:

- The amount of funding commitment
- The date the funds will be available to the applicant
- Any time constraints on the availability of funds
- Any other contingencies associated with the funding commitment.

Commitment letters from third party funding sources should be submitted with your project application. If commitment letters are not available at the time of the application submission, please provide a timeline for submission of all commitment letters. Cost share funding from sources outside the applicant's organization (e.g., loans or state grants), should be secured and available to the applicant prior to award.

Reclamation will not make funds available for a Grants project until the recipient has secured non-Federal cost-share. Reclamation will execute a financial assistance agreement once non-Federal funding has been secured or Reclamation determines that there is sufficient evidence and likelihood that non-Federal funds will be available to the applicant subsequent to executing the agreement.

The funding plan must include all project costs, as follows:

- 1) How you will make your contribution to the cost share requirement, such as monetary and/or in-kind contributions and source funds contributed by the applicant (e.g., reserve account, tax revenue, and/or assessments).
- 2) Describe any in-kind costs incurred before the anticipated project start date that you seek to include as project costs.
- 3) Identify what project expenses have been incurred and describe the amount of the expense. Include:
 - a) The benefit to the project
 - b) The date of cost incurrence

- 4) Provide the identity and amount of funding to be provided by funding partners, as well as the required letters of commitment.
- 5) Describe any funding requested or received from other Federal partners. Note: other sources of Federal funding may not be counted towards your 50 percent cost share unless otherwise allowed by statute.
- 6) Describe any pending funding requests that have not yet been approved, and explain how the project will be affected if such funding is denied.

Please include the following chart (Table 1) to summarize your non-Federal and other Federal funding sources. Denote in-kind contributions with an asterisk (*). Please assure that the total Federal funding (Reclamation and all other Federal sources) does not exceed 50 percent of the total estimated project cost.

Table 1.—Summary of non-Federal and Federal funding sources

Funding sources	Funding amount
Non-Federal entities	
<i>Non-Federal subtotal:</i>	
Other Federal entities	
<i>Other Federal subtotal:</i>	
<i>Requested Reclamation funding:</i>	
<i>Total project funding:</i>	

Budget

The project budget shall include detailed information on the categories listed below and must clearly identify all project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors. Additionally, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the proposed project. It is strongly advised that applicants use the budget proposal format shown below on Table 2 or a similar format that provides this information. If selected for award, successful applicants must submit detailed supporting documentation for all budgeted costs.

Table 2.—Sample Budget Format

Table 2: Sample Budget Format

BUDGET ITEM DESCRIPTION	COMPUTATION		Quantity Type	TOTAL COST
	\$/Unit	Quantity		
Salaries and Wages				
Employee 1				\$
Employee 2				\$
Employee 3				\$
Fringe Benefits				
Full-Time Employees				\$
Part-Time Employees				\$
Travel				
Trip 1				\$
Trip 2				\$
Trip 3				\$
Equipment				
Item A				\$
Item B				\$
Item C				\$
Supplies and Materials				
Item A				\$
Item B				\$
Contractual/Construction				
Contractor A				\$
Contractor B				\$
Other				
Other				\$
TOTAL DIRECT COSTS				\$
Indirect Costs				
Type of rate	percentage	\$base		\$
TOTAL ESTIMATED PROJECT COSTS				\$

Budget Narrative

Submission of a budget narrative is **mandatory**. An award will not be made to any applicant who fails to fully disclose this information. The budget narrative provides a discussion of, or explanation for, items included in the budget proposal. Include the value of in-kind contributions of goods and services and sources of funds provided to complete the proposed project. The types of information to describe in the narrative include, but are not limited, to those listed in the following subsections. Costs, including the valuation of in-kind contributions and donations,

must comply with the applicable cost principles contained in 2 CFR Part §200, available at the Electronic Code of Federal Regulations (www.ecfr.gov).

Salaries and Wages

Indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries and wages, estimated hours or percent of time, and rate of compensation proposed. The labor rates should identify the direct labor rate separate from the fringe rate or fringe cost for each category. All labor estimates, including any proposed subcontractors, shall be allocated to specific tasks as outlined in the recipient's technical project description. Labor rates and proposed hours shall be displayed for each task.

Include estimated hours for compliance with reporting requirements, including final project and evaluation. Please see Section F.3 – *Reporting Requirements and Distribution* for information on types and frequency of reports required.

Clearly identify any proposed salary increases and the effective date.

Generally, salaries of administrative and/or clerical personnel will be included as a portion of the stated indirect costs. If these salaries can be adequately documented as direct costs, they should be included in this section; however, a justification should be included in the budget narrative.

Fringe Benefits

Indicate rates/amounts, what costs are included in this category, and the basis of the rate computations. Indicate whether these rates are used for application purposes only or whether they are fixed or provisional rates for billing purposes. Federally approved rate agreements are acceptable for compliance with this item.

Travel

Include purpose of trip, destination, number of persons traveling, length of stay, and all travel costs including airfare (basis for rate used), per diem, lodging, and miscellaneous travel expenses. For local travel, include mileage and rate of compensation.

Equipment

Itemize costs of all equipment having a value of over \$5,000 and include information as to the need for this equipment, as well as how the equipment was priced if being purchased for the agreement. If equipment is being rented, specify the number of hours and the hourly rate. Local rental rates are only accepted for equipment actually being rented or leased for the project. If equipment currently owned by the applicant is proposed for use under the proposed project, and the cost to use that equipment is being included in the budget as in-kind cost share, provide the rates and hours for each piece of equipment owned and budgeted. These should be ownership rates developed by the recipient for each piece of equipment. If these rates are not available, the U.S. Army Corp of Engineer's recommended equipment rates for

the region are acceptable. Blue book, Federal Emergency Management Agency (FEMA), and other data bases should not be used.

Materials and Supplies

Itemize supplies by major category, unit price, quantity, and purpose, such as whether the items are needed for office use, research, or construction. Identify how these costs were estimated (e.g., quotes, past experience, engineering estimates, or other methodology).

Contractual

Identify all work that will be accomplished by subrecipients, consultants, or contractors, including a breakdown of all tasks to be completed, and a detailed budget estimate of time, rates, supplies, and materials that will be required for each task. If a subrecipient, consultant, or contractor is proposed and approved at time of award, no other approvals will be required. Any changes or additions will require a request for approval. Identify how the budgeted costs for subrecipients, consultants, or contractors were determined to be fair and reasonable.

Environmental and Regulatory Compliance Costs

Applicants must include a line item in their budget to cover environmental compliance costs. “Environmental compliance costs” refer to costs incurred by Reclamation or the recipient in complying with environmental regulations applicable to a WCFSP Grant, including costs associated with any required documentation of environmental compliance, analyses, permits, or approvals. Applicable Federal environmental laws could include NEPA, ESA, NHPA, and the CWA, and other regulations depending on the project. Such costs may include, but are not limited to:

- The cost incurred by Reclamation, the recipient, or a consultant to prepare any necessary environmental compliance documents or reports
- The cost incurred by Reclamation to determine the level of environmental compliance required for the project
- The cost incurred by Reclamation to review any environmental compliance documents prepared by a consultant
- The cost incurred by the recipient in acquiring any required approvals or permits, or in implementing any required mitigation measures

The amount of the line item should be based on the actual expected environmental compliance costs for the project. However, the minimum amount budgeted for environmental compliance should be equal to at least 1 to 2 percent of the total project costs. If the amount budgeted is less than 1 to 2 percent of the total project costs, you must include a compelling explanation of why less than 1 to 2 percent was budgeted.

How environmental compliance activities will be performed (e.g., by Reclamation, the applicant, or a consultant) and how the environmental compliance funds will be spent, will be

determined pursuant to subsequent agreement between Reclamation and the applicant. If any portion of the funds budgeted for environmental compliance is not required for compliance activities, such funds may be reallocated to the project, if appropriate.

Other Expenses

Any other expenses not included in the above categories shall be listed in this category, along with a description of the item and what it will be used for. No profit or fee will be allowed.

Indirect Costs

Indirect costs that will be incurred during the development or construction of a project, which will not otherwise be recovered, may be included as part of the applicant's project budget. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable cost principles for the recipient's organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If the applicant has separate rates for recovery of labor overhead and general and administrative costs, each rate shall be shown. The applicant should propose rates for evaluation purposes, which will be used as fixed or ceiling rates in any resulting award. Include a copy of any federally approved indirect cost rate agreement. If a federally approved indirect rate agreement is not available, provide supporting documentation for the rate. This can include a recent recommendation by a qualified certified public accountant (CPA) along with support for the rate calculation. Please note that the applicant will need to obtain a federally negotiated indirect cost rate agreement within one year of award.

If the applicant has never received a Federal negotiated indirect cost rate, the budget may include a *de minimis* rate of up to 10 percent of modified total direct costs. For further information on modified total direct costs, refer to 2 CFR §200.68 available at www.ecfr.gov.

If the applicant does not have a federally approved indirect cost rate agreement and is proposing a rate greater than the *de minimis* 10 percent rate, include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on "Preparing and Submitting Indirect Cost Proposals" is available from Interior, the National Business Center, and [Indirect Cost Services, at www.doi.gov/ibc/services/finance/indirect-cost-services](http://www.doi.gov/ibc/services/finance/indirect-cost-services).

Total Costs

Indicate total amount of project costs, including the Federal and non-Federal cost-share amounts.

D.3. Unique Entity Identifier and System for Award Management (SAM)

All applicants (unless the applicant has an exception approved by Reclamation under 2 CFR §25.110[d]) are **required** to:

- Be registered in SAM before submitting an application
- Provide a valid unique entity identifier in its application
- Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency

Meeting the requirements set forth above is mandatory. If the applicant is unable to complete registration by the application deadline, the unique entity identifier must be obtained and SAM registration must be initiated within 30 days after the application deadline in order to be considered for selection and award.

Reclamation will not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Reclamation is ready to make an award, Reclamation may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

D.4. Instructions for Submission of Project Application

Each applicant shall submit an application in accordance with the instructions contained in this section.

D.4.1. Submission Date and Time

Application submission date deadline:

- January 23, 2017, 5:00 p.m. Pacific Standard Time (PST)

Proposals received after the application deadline will not be considered unless it can be determined that the delay was caused by Federal government mishandling.

Please note that any application submitted to Reclamation for Grant funding may be subjected to a Freedom of Information Act request (5 United States Code § 552, as Amended by P.L. 110-175), and as a result, may be made publicly available. Following awards of funding,

Reclamation may post all successful applications on the Reclamation website after any redactions determined necessary by Reclamation, in consultation with the Recipient.

D.4.2. Application Delivery Instructions

Applications may be submitted electronically through <www.grants.gov> or hard copies may be submitted to either one of the following addresses. Under no circumstances will applications received through any other method (such as email or fax) be considered eligible for award.

By mail: Bureau of Reclamation
Acquisition and Assistance Management Office
Attn: Bonnie Van Veldhuizen, LC-10104
P O Box 61470
Boulder City NV 89006

**By courier or
express delivery/
mail services:** Bureau of Reclamation
Acquisition and Assistance Management Office
Attn: Bonnie Van Veldhuizen, LC-10104
500 Fir Street
Boulder City NV 89005
Telephone: 702-293-8551

D.4.2.1. Applications Submitted by Mail, Express Delivery or Courier Services

Please follow these instructions to submit your application by courier or express delivery/mail services.

- Applicants should submit one copy of all application documents for hardcopy submissions. Only use a binder clip for documents submitted. Do not staple or otherwise bind application documents.
- Hard copy applications may be submitted by mail or express methods to the addresses listed in Section D.4.2., above.
- Materials arriving separately will not be included in the application package and may result in the application being rejected or not funded. This does not apply to letters of support, and funding commitment letters.
- Faxed and emailed copies of application documents will not be accepted.
- Do not include a cover letter or company literature/brochure with the application. All pertinent information must be included in the application package.

D.4.2.2. Applications Submitted Electronically

If the applicant chooses to submit an electronic application, it must be submitted through Grants.gov (www.grants.gov). Reclamation encourages applicants to submit their applications for funding electronically through the URL: <http://www.grants.gov/applicants/apply-for-grants.html>. Applicant resource documents and a full set of instructions for registering with Grants.gov (www.grants.gov), and completing and submitting applications online are available at: <http://www.grants.gov/applicants/apply-for-grants.html>.

- Please note that submission of an application electronically requires prior registration through Grants.gov, which may take 7 to 21 days. Please see registration instructions at <http://www.grants.gov/applicants/apply-for-grants.html>. In addition, please note that the Grants.gov system only accepts applications submitted by individuals that are registered and active in SAM as both a user and an Authorized Organizational Representative.
- Applicants sometimes have experienced significant delays when attempting to submit applications through Grants.gov. If you plan to submit your application through Grants.gov you are encouraged to submit your application several days prior to the application deadline. If you are a properly registered Grants.gov applicant and encounter problems with the Grants.gov application submission process, you must contact the Grants.gov Help Desk to obtain a case number. This case number will provide evidence of your attempt to submit an application prior to the submission deadline.

Regardless of the delivery method used, you must ensure that your proposal arrives by the date and time deadline stated in this FOA. Applications received after this date and time due to weather or express delivery/courier performance will not be considered for award. Late applications will not be considered unless it is determined that the delay was caused by Federal Government mishandling or by a problem with the Grants.gov application system.

Therefore it is advised, if the applicant submits a proposal via www.grants.gov electronic filing, please notify Reclamation by sending an email to Bonnie Van Veldhuizen at bvanveldhuizen@usbr.gov, so that the proposal is not missed. However the email to Ms. Van Veldhuizen **does not** serve as submission of the applications. It is still the responsibility of the applicant to assure that the proposal is received by Reclamation either through grants.gov or hard copy by the due date.

D.4.2.3. Acknowledgement of Application Receipt.

If an application is submitted by mail, express delivery, or courier, Reclamation will notify you in writing that your application was received and whether it was received prior to the deadline identified in the FOA. If an application is submitted through Grants.gov, you will receive an email acknowledging receipt of the application from Grants.gov. In addition, Reclamation will notify you in writing whether your application was successfully downloaded from Grants.gov.

D.5. Intergovernmental Review

This FOA is subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.” A list of States that have elected to participate in the intergovernmental review process can be found at <https://www.whitehouse.gov/sites/default/files/omb/assets/grants/spoc.pdf>. Applicants in these states must contact their state's Single Point of Contact (SPOC) to find out about and comply with the state's process under Executive Order 12372. The names and addresses of the SPOCs are listed in the Office of Management and Budget's website, <https://www.whitehouse.gov/sites/default/files/omb/assets/grants/spoc.pdf>.

D.6. Funding Restrictions: Pre-award Costs

Project pre-award costs that have been incurred prior to the date of award may be submitted for consideration as an allowable reimbursable expense. **In no case will pre-award costs incurred prior to October 1, 2016, be considered for cost-share purposes.**

For example, such costs might include design or construction plans and environmental compliance costs directly supporting the proposed project. Reclamation will review the proposed pre-award costs to determine if they are allowable in accordance with the authorizing legislation and applicable cost principles. To be considered allowable, any pre-award costs proposed for consideration under the new awards must comply with all applicable requirements under this FOA.

D.7. Automated Standard Application for Payments (ASAP) Registration

All applicants must also be registered with and willing to process all payments through the Department of Treasury ASAP system. All recipients with active financial assistance agreements with Reclamation must be enrolled in ASAP under the appropriate Agency Location Code(s) and the Data Universal Number System (DUNS) Number prior to the award of funds.

If a recipient has multiple DUNS numbers they must separately enroll within ASAP for each unique DUNS Number and/or Agency. All of the information on the enrollment process for recipients, including the enrollment initiation form and the enrollment mailbox can be found at www.usbr.gov/mso/aamd/asap.html.

Please Note: If your entity is currently enrolled in the ASAP system with an agency other than Reclamation, you must enroll specifically with Reclamation in order to process payments.

Section E: Application Review Information

E.1. Technical Proposal: Evaluation Criteria

All applications will be evaluated and selected on a competitive basis. During the evaluation process, all applications will be given a score based upon the overall merit of the proposals. The exact number of agreements to be funded will depend upon available funds. The evaluation criteria portion of your application should thoroughly address each of the following criterion and subcriterion in the order presented to assist in the complete and accurate evaluation of your proposal. (Note: it is suggested that applicants copy and paste the below criteria and subcriteria into their applications to assure that all necessary information is adequately addressed).

These evaluation criteria are Reclamation-wide criteria. The relative importance to be placed on the evaluation criteria is shown below. Proposals will be evaluated by the appropriate program officials in accordance with these criteria and the corresponding points assigned to each criterion. See Table 1, in Section E.1.5. below, for a comparison of point values.

In order to evaluate the proposal, the applicant must identify the task area component for the proposed activity/project. If there is more than one type of task area component in the proposed work, please select the ONE that depicts the primary purpose of the activity/project. See Section C.3. for more information on these task area components. The following are the types of task areas/components and prospective points available for each:

E.1.1. Water Management Planning – 100 Points Available:

- a. Association with Reclamation Project Water Supplies--This criterion addresses the applicant's relationship with Reclamation projects. Priority is given to water user entities that receive water supplies from Reclamation projects or have water contracts with Reclamation. The applicant should explain its tie to a Reclamation project activity and specify Reclamation's water supply contract number, if applicable. (up to 25 points)
- b. Water Conservation Plan is required under the RRA of 1982—priority is given for plans required by the RRA. It also evaluates the extent to which applicant's Water Conservation Plan is complete and updated within the last 5 years. (up to 15 points)
- c. Reasonableness of cost -- This criterion evaluates whether the technical aspects of the budget are sufficiently detailed, realistic, and commensurate to support the estimated costs associated with the proposed work in the specified time frame. The criterion also evaluates whether the proposed costs are reasonable, allocable, and appropriate for the work proposed. (Up to 10 points)
- d. Extent to which Federal funding would promote completion of an activity that might otherwise be delayed or postponed. This criterion also addresses whether the proposal

demonstrates what impact the lack of Federal assistance would have on the proposed project and the applicant's water management or water conservation program. (up to 45 points)

- e. Amount and sources of non-federal funding above and beyond required 50% (i.e., cost share). This criterion evaluates whether the proposal discusses the recipient's cost share percentage for its non-federal funding or in-kind services and whether the cost share funds are secure. The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the activity/project costs has been obtained. Reclamation will use this information in making a determination of financial capability. (up to 5 points)

Please Note: Because of the strong support provided by the State of Arizona through the Arizona Department of Water Resources and the implementation of Arizona's Groundwater Management Code of 1980, **no funding will be made available for water conservation plans within Phoenix Area Office area.** Please see the map at the following link < <http://www.usbr.gov/lc/phoenix/pxaomap.html> > for locations that will not fund planning agreements.

E.1.2. System Optimization Review (SOR) – 100 Points Available:

- a. Association with Reclamation Project Water Supplies--This criterion addresses the applicant's relationship with Reclamation projects. Priority is given to water user entities that receive water supplies from Reclamation projects or have water contracts with Reclamation. The applicant should explain its tie to a Reclamation project activity and specify Reclamation's water supply contract number, if applicable. (up to 25 points)
- b. Water Conservation Plan is required under the RRA of 1982—priority is given for plans required by the RRA. It also evaluates the extent to which applicant's Water Conservation Plan is complete and updated within the last 5 years. (up to 15 points)
- c. Reasonableness of cost -- This criterion evaluates whether the technical aspects of the budget are sufficiently detailed, realistic, and commensurate to support the estimated costs associated with the proposed work in the specified time frame. The criterion also evaluates whether the proposed costs are reasonable, allocable, and appropriate for the work proposed. (Up to 10 points)
- d. Extent to which the proposed analysis is expected to result in an action plan that will improve water conservation and water use efficiency (i.e., how well the methodology is developed and defined, how well is shown that completing the activity will better position the applicant to implement on-the-ground improvement projects in the future). (up to 20 points)

- e. Extent to which the SOR is likely to contribute to a more sustainable water supply (e.g., addressing endangered species concerns, specific local concerns, over-allocated supply, adjudicated basin, etc.) (up to 15 points)
- f. Extent to which Federal funding would promote completion of an on-the-ground water-saving activity that is a result of this planning effort that might otherwise be delayed or postponed. This criterion also addresses whether the proposal demonstrates what impact the lack of Federal assistance would have on the planning activity, including impact on the applicant's water management or water conservation program. (up to 10 points)
- g. Amount and sources of non-federal funding above and beyond required 50% (i.e., cost share). This criterion evaluates whether the proposal discusses the recipient's cost share percentage for its non-federal funding or in-kind services and whether the cost share funds are secure. The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the activity/project costs has been obtained. Reclamation will use this information in making a determination of financial capability. (up to 5 points)

E.1.3. Designing Water Management Improvements – 100 Points Available:

- a. Association with Reclamation Project Water Supplies--This criterion addresses the applicant's relationship with Reclamation projects. Priority is given to water user entities that receive water supplies from Reclamation projects or have water contracts with Reclamation. The applicant should explain its tie to a Reclamation project activity and specify Reclamation's water supply contract number, if applicable. (up to 25 points)
- b. Water Conservation Plan is required under the RRA of 1982—priority is given for plans required by the RRA. It also evaluates the extent to which applicant's Water Conservation Plan is complete and updated within the last 5 years. (up to 15 points)
- c. Reasonableness of cost -- This criterion evaluates whether the technical aspects of the budget are sufficiently detailed, realistic, and commensurate to support the estimated costs associated with the proposed work in the specified time frame. The criterion also evaluates whether the proposed costs are reasonable, allocable, and appropriate for the work proposed. (Up to 10 points)
- d. Extent to which Federal funding would promote completion of an on-the-ground water-saving activity that is a result of this effort that might otherwise be delayed or postponed. This criterion also addresses whether the proposal demonstrates what impact the lack of Federal assistance would have on the planning activity. (up to 10 points)
- e. Extent to which the proposed activity will result in the applicant to be better suited to implement a project expected to improve water management. (Up to 15 points)

- f. Amount and sources of non-federal funding above and beyond required 50% (i.e., cost share). This criterion evaluates whether the proposal discusses the recipient's cost share percentage for its non-federal funding or in-kind services and whether the cost share funds are secure. The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the activity/project costs has been obtained. Reclamation will use this information in making a determination of financial capability. (up to 5 points)
- g. Extent to which the proposed design is related to a water management improvement project identified in a previous planning effort led by the applicant (e.g., Water Management and Conservation Plan, System Optimization Review, etc.). (up to 20 points)

E.1.4. Demonstration Projects – 100 Points Available:

- a. Association with Reclamation Project Water Supplies--This criterion addresses the applicant's relationship with Reclamation projects. Priority is given to water user entities that receive water supplies from Reclamation projects or have water contracts with Reclamation. The applicant should explain its tie to a Reclamation project activity and specify Reclamation's water supply contract number, if applicable. (up to 25 points)
- b. Water Conservation Plan is required under the RRA of 1982—priority is given for plans required by the RRA. It also evaluates the extent to which applicant's Water Conservation Plan is complete and updated within the last 5 years. (up to 15 points)
- c. Reasonableness of cost -- This criterion evaluates whether the technical aspects of the budget are sufficiently detailed, realistic, and commensurate to support the estimated costs associated with the proposed work in the specified time frame. The criterion also evaluates whether the proposed costs are reasonable, allocable, and appropriate for the work proposed. (Up to 10 points)
- d. Extent to which Federal funding would promote completion of an on-the-ground water-saving activity that is a result of this planning effort that might otherwise be delayed or postponed. This criterion also addresses whether the proposal demonstrates what impact the lack of Federal assistance would have on the planning activity, including impact on the applicant's water management or water conservation program. (up to 10 points)
- e. Amount and sources of non-federal funding above and beyond required 50% (i.e., cost share). This criterion evaluates whether the proposal discusses the recipient's cost share percentage for its non-federal funding or in-kind services and whether the cost share funds are secure. The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the activity/project costs has been obtained. Reclamation will use this information in making a determination of financial capability. (up to 5 points)

- f. Extent to which proposal demonstrates a sound implementation strategy. Provide information about how the results of the demonstration project will be used or whether it will be expanded to a larger project, if the results are positive. Describe in detail how the findings and benefits will be applied to improve water efficiencies. Explain how the project is expected to save or better manage water when the project is fully implemented after project is complete. (up to 12 points)
- g. Procedure for monitoring and delivering message or findings—this criterion evaluates whether the applicant has provided information on its approach for disseminating the findings from the demonstration project and whether the approach is realistic. This also includes applicant’s strategy for monitoring performance, including reporting results. (up to 10 points)
- h. Extent to which the proposed activity/project will demonstrate innovative conservation technologies for improving water use efficiency (including demonstration of a specific conservation technology, applied research to benefit development of new technologies, or innovative application of existing technology with the intent of evaluating results). (up to 12 points)
- i. Likelihood that any environmental and cultural resources issues associated with the proposal can be addressed at low cost and completed in a timely manner. The environmental compliance questions in Section D.2.2.5 must be addressed. (up to 1 points)

E.1.5. Table 1 - Evaluation Categories and Point Distribution

Table 1. Evaluation Categories and Point Distribution

Task Area Components	Planning (see E.1.1.)	SOR (See E.1.2)	Design (See E.1.3)	Demonstration (See E.1.4)
Category	Possible Point	Possible Points	Possible Points	Possible Points
Reclamation Project Water Supplies	25	25	25	25
Water Conservation Plan	15	15	15	15
Reasonableness of Cost	10	10	10	10
Promotes completion of an activity that might otherwise be delayed or postponed.	45	10	10	10
The proposed analysis is expected to result in an action plan	-	20	-	-
Result in the applicant to be better suited to implement a project expected to improve water management.	-	-	15	-
Contribute to a more sustainable water supply	-	15	-	-
Recipients Cost Share/In-Kind Services	5	5	5	5
Implementation Strategy	-	-	-	12
Monitoring and Disseminating Results	-	-	-	10
Proposed Design identified in previous planning effort	-	-	20	-
Demonstrate innovative conservation technologies	-	-	-	12
Environmental Compliance	-	-	-	1
Total	100	100	100	100

E.2. Review and Selection Process

The Federal government reserves the right to reject any and all applications which do not meet the requirements of this FOA or which are outside the scope of WCFSP Grants. Awards will be made for projects most advantageous to the Government. Award selection may be made to maintain balance among the program tasks listed in Section C.3.- Eligible Projects. The evaluation process will be comprised of the steps described in the following subsections.

E.2.1. Initial Screening

All applications will be screened to assure that:

- The applicant meets the eligibility requirements stated in this FOA.
- The applicant meets the unique entity identifier and SAM registration requirements stated in this FOA (this may be completed up to 30 days after the application deadline).
- The application meets the content requirements of the FOA package, including submission of technical and budget proposals, a funding plan, letter(s) of commitment, and related forms.
- The application contains a properly executed SF-424, Application for Financial Assistance and form SF-424B, Assurances Non-Construction Programs, or SF-424D, Assurances Construction Programs and a completed SF-424A, Budget Information Non-Construction Programs or SF-424C, Budget Information Construction Programs.
- The application and funding plan meets or exceeds the minimum non-Federal cost-share requirements identified in this FOA.

Reclamation reserves the right to remove an application from funding consideration if it does not pass all Initial Screening criteria listed above. An applicant that has submitted an application that is determined to be ineligible for funding will be notified along with other applicants, or sooner, if possible.

E.2.2. Application Review Committee (ARC) Review

Evaluation criteria will comprise the total evaluation weight as stated in the Section E. Application Review Information. Applications will be scored against the evaluation criteria by an Application Review Committee (ARC), made up of experts in relevant disciplines selected from across Reclamation's Lower Colorado Region. The ARC will also review the application to ensure that the proposed project meets the description of eligible projects and meets the objective of this FOA.

During ARC review, Reclamation may contact applicants to request clarifications to the information provided, if necessary.

E.2.3. Red-Flag Review

Following the results of the ARC review, Reclamation offices will review the top-ranking applications and will identify any reasons why a proposed project would not be feasible or otherwise advisable, including environmental or cultural resources compliance issues, permitting

issues, legal issues, or financial position. Positive or negative past performance by the applicant and any partners in previous working relationships with Reclamation may be considered, including whether the applicant is making significant progress toward the completion of outstanding financial assistance agreements and whether the applicant is in compliance with all reporting requirements associated with previously funded projects. In addition, during this review Reclamation will address any specific concerns or questions raised by the ARC.

E.2.4. Managerial Review

Reclamation management will prioritize projects to assure the total amount of all awards does not exceed available funding levels. Management will also assure that all projects meet the scope, priorities, and requirements of this FOA and the WCFSP. Management may also prioritize projects to assure that multiple project types are represented and that there are at least two grants funded in each area office. Area office locations can be found in Section A.1.

E.2.5. Pre-Award Clearances and Approvals

After completion of the Managerial Review, Reclamation will notify applicants whose proposals have been selected for award consideration and will forward their applications to the appropriate Reclamation region or area office for completion of environmental compliance.

Reclamation will also complete a business evaluation and responsibility determination. During these evaluations, the Grants Officer (GO) will also consider several factors that are important, but not quantified, such as:

- Allowability, allocability, and reasonableness of proposed costs
- Financial strength and stability of the applicant
- Past performance, including satisfactory compliance with all terms and conditions of previous awards, such as environmental compliance issues, reporting requirements, proper procurement of supplies and services, and audit compliance
- Adequacy of personnel practices; procurement procedures; and accounting policies and procedures, as established by applicable Office of Management and Budget circulars.

If the results of all pre-award reviews and clearances are satisfactory, an award of funding will be made once the agreement is finalized (approximately one to three months from the date of initial selection). If the results of pre-award reviews and clearances are unsatisfactory, consideration of funding for the project may be withdrawn.

E.3. Anticipated Announcement and Federal Award Date

Reclamation expects to contact potential award recipients and unsuccessful applicants by

May 2017 or slightly later if necessary. Within one to three months after that date, financial assistance agreements will be awarded to applicants that successfully pass all pre-award reviews and clearances.

Section F: Federal Award Administration Information

F.1. Federal Award Notices

Successful applicants will receive, by electronic or regular mail, a notice of award. This notice is not an authorization to begin performance.

F.2. Administrative and National Policy Requirements

F.2.1 Environmental and Cultural Resources Compliance

All projects being considered for award funding will require compliance with the National Environmental Policy Act (NEPA) before any ground-disturbing activity may begin. Compliance with all applicable state, Federal and local environmental, cultural, and paleontological resource protection laws and regulations is also required. These may include, but are not limited to, the Clean Water Act (CWA), the Endangered Species Act (ESA), the National Historic Preservation Act (NHPA), consultation with potentially affected tribes, and consultation with the State Historic Preservation Office.

Reclamation will be the lead Federal agency for NEPA compliance and will be responsible for evaluating technical information and ensuring that natural resources, cultural, and socioeconomic concerns are appropriately addressed. As the lead agency, Reclamation is solely responsible for determining the appropriate level of NEPA compliance. Further, Reclamation is responsible to ensure that findings under NEPA, and consultations, as appropriate, will support Reclamation's decision on whether to fund a project. Environmental and cultural resources compliance costs are considered project costs. These costs will be considered in the ranking of applications.

Under no circumstances may an applicant begin any ground-disturbing activities (e.g., grading, clearing, and other preliminary activities) on a project before environmental and cultural resources compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost-share. Reclamation will provide a successful applicant with information once such compliance is complete. An applicant that proceeds before environmental and cultural resources compliance is complete may risk forfeiting Reclamation funding under this FOA.

F.2.2. Title to Improvements (P.L. 111-11, Section 9504(a)(3)(D))

If the activities funded through an agreement awarded under this FOA result in a modification to a portion of a federally owned facility that is integral to the existing operations of that facility, the Federal government shall continue to hold title to the facility and the improvements thereto. Title to improvements that are not integral to existing water delivery operations shall reside with the project sponsor.

F.2.3. Liability Under P.L. 111-11, Section 9504(a)(3)(F)

In General

Except as provided under chapter 171 of Title 28, United States Code (commonly known as the “Federal Tort Claims Act”), the United States shall not be liable for monetary damages of any kind for any injury arising out of an act, omission, or occurrence that arises in relation to any facility created or improved through an agreement awarded under this FOA, the title of which is not held by the United States.

Tort Claims Act

Nothing in this section increases the liability of the United States beyond that provided in “Federal Tort Claims Act.”

F.2.3. Requirements for Agricultural Operations Under P.L. 111-11, Section 9504(a)(3)(B)

In accordance with Section 9504(a)(3)(B) of P.L. 111-11, grants and cooperative agreements under this authority will not be awarded for an improvement to conserve irrigation water unless the applicant agrees to both of the following conditions:

- Not to use any associated water savings to increase the total irrigated acreage of the eligible applicant
- Not to otherwise increase the consumptive use of water in the operation of the eligible applicant, as determined pursuant to the law of the State in which the operation of the eligible applicant is located

F.3. Reporting Requirements and Distribution

If the applicant is awarded an agreement as a result of this FOA, the applicant will be required to submit the following reports during the term of the agreement.

F.3.1. Financial Reports

Form SF-425 - Federal Financial Report must be submitted on at least a semi-annual basis and with the final program performance report. The SF-425 can be found at <http://www.grants.gov/web/grants/forms/post-award-reporting-forms.html#sortby=1>.

F.3.2. Program Performance Reports

The specific terms and conditions pertaining to the reporting requirements will be included in the financial assistance agreement.

Interim performance reports submitted on at least a semi-annual basis shall include the following information:

- A comparison of actual accomplishments to the milestones established by the financial assistance agreement for the period
- The reasons why established milestones were not met, if applicable
- The status of milestones from the previous reporting period that were not met, if applicable
- Whether the project is on schedule and within the original cost estimate
- Any additional pertinent information or issues related to the status of the project.

There are no required forms or formats for the performance reports. A suggested format can be found at https://www.nsf.gov/bfa/dias/policy/rppr/frpprformat_2016.pdf.

A final performance report covering the entire period of performance, including, but not limited to, the following information (please note that final reports are public documents and could be made available on Reclamation's website):

- Whether the project objectives and goals were met
- Discussion of the amount of benefits achieved, including information and/or calculations supporting the benefits
- Photographs documenting the project are also appreciated.

F.4. Releasing Applications

Following awards of funding, Reclamation may post all successful applications on the Reclamation website after conducting any redactions determined necessary by Reclamation, in consultation with the recipient.

Section G: Agency Contacts

There will be no pre-application conference. Organizations or individuals interested in submitting applications in response to this FOA may ***direct questions to Reclamation personnel identified below.***

G.1. Reclamation Financial Assistance Management Contact

Questions regarding application and submission information and award administration may be submitted to the attention of Bonnie Van Veldhuizen, Grants Management Specialist, as follows:

By mail: Bureau of Reclamation
Acquisition and Assistance Management Office
Attn: Bonnie Van Veldhuizen, LC-10104
P.O. Box 61470
Boulder City, NV 89006

By email: bvanveldhuizen@usbr.gov

By telephone: 702-293-8551

G.2. Reclamation Program Coordinator Contact

Questions regarding applicant and project eligibility and application review may be submitted to the attention of Tina Mullis, Program Manager, as follows:

By mail: Bureau of Reclamation
Boulder Canyon Operations Office
Attn: Tina Mullis, LC-4231
P.O. Box 61470
Boulder City, NV 89006

By e-mail: tmullis@usbr.gov

By telephone: 702-293-8139