

United States Geological Survey

2022 National Geological & Geophysical Data Preservation Program



Notice of Funding Opportunity - Fiscal Year 2022
Funding Opportunity Number (FON) G22AS00033

Closing Date: 12/17/2021

Table of Contents

A. Program Description	2
A1. Authority	2
A2. Background, Purpose and Program Requirements.....	2
Guidelines and Requirements	2
Program Priorities	4
FY 2022 Priority 1 – Preserve Geoscience Data and Materials.....	5
FY 2022 Priority 2 – Identify Critical Mineral Resources.....	7
B. Federal Award Information.....	9
B1. Total Funding	9
B2. Award Amount	10
B3. Anticipated Award Funding and Dates	10
B4. Number of Awards	10
B5. Type of Award.....	10
C. Eligibility Information	10
C1. Eligible Applicants	11
C2. Cost Sharing or Matching.....	11
C3. Other	11
D. Application and Submission Information	12
D1. Address to Request Application Package	15
D2. Content and Form of Application Submission.....	15
D3. Unique Entity Identifier and System for Award Management (SAM)	24
D4. Submission Dates and Times	24
D5. Intergovernmental Review	25
D6. Funding Restrictions	25
D7. Other Submission Requirements.....	27
E. Application Review Information.....	29
E1. Criteria	29
E2. Review and Selection Process	29
E3. CFR – Regulatory Information.....	30
E4. Anticipated Announcement and Federal Award Dates	30
F. Federal Award Administration Information	30
F1. Federal Award Notices	30
F2. Administrative and National Policy Requirements	30

NGGDPP Information Products	31
F3. Reporting	33
G. Federal Awarding Agency Contact(s)	34
G1. Program Technical Contact.....	34
G2. Program Administration Contact	35
G3. Application System Technical Support.....	35
H. Other Information	35

A. Program Description

A1. Authority

The National Geological and Geophysical Data Preservation Program (NGGDPP) was established and authorized in Section 351 of the Energy Policy Act of 2005 (Public Law 109-58, Sec. 351) and reauthorized in Section 7002 of the Consolidated Appropriations Act, 2021 (Public Law 116-260), which recognizes the need for the preservation, cataloging of and access to geological and geophysical data and materials for research and education use. To read the authorization, visit:

<https://www.usgs.gov/core-science-systems/national-geological-and-geophysical-data-preservation-program/authorizing>.

The objectives of the Program as outlined in the Act are to:

1. archive geologic, geophysical, and engineering data, maps, well logs, and samples;
2. provide a national catalog of such archival material; and
3. provide technical and financial assistance related to the archival material.

For more information about the NGGDPP, read the “Implementation Plan for the National Geological and Geophysical Data Preservation Program” (2006) which is available at:

<https://www.usgs.gov/core-science-systems/national-geological-and-geophysical-data-preservationprogram/implementation>.

Catalog of Federal Domestic Assistance (CFDA) Number

15.814

A2. Background, Purpose and Program Requirements

Guidelines and Requirements

The following guidelines and requirements are provided to help you submit a strong, competitive proposal. The Review Panel membership changes from year to year and you should not assume that reviewers will be fully aware of your previous work. Following these guidelines will allow the Review Panel to assess your proposed project efficiently and effectively.

- In your proposal, please address feedback received from previous NGGDPP panel reviews, as relevant to the newly proposed project. The feedback provided to you is intended to help improve your proposal and chance of being funded.
- Provide a clear justification for preserving the selected data and/or materials. Explain how the results of the project meet the priorities of your organization and benefit your stakeholders and society. Please be specific and provide examples.
- A primary objective of the Program is to increase public accessibility of geological and geophysical data and samples. Ideally, digital resources should be made readily and publicly available through digital means. Physical resources should be discoverable through digital means. Please describe how the materials and data will be made available. If materials will not be made publicly available, provide a clear justification.
- Request funding for one or both Priorities: Priority 1) preservation activities associated with the rescue, inventory, digitization, modernization and public dissemination of geoscience data and physical collections, and/or participation in the Data Preservation Workshop; and Priority 2) inventory and preservation of critical mineral resource data and assets and participation in and/or travel to an Earth Mapping Resources Initiative (Earth MRI) Critical Mineral Resources Workshop.
- Describe the project and the process you expect to follow (**workflows, including methods and level of effort**) to complete the required work. If you are proposing multiple activities to complete the project, clearly state the work you will do for each activity. Please note that if reduced funds are awarded, scope of work may require modification.
- Briefly describe previous work or pilot projects that have informed your estimate of the level of effort and/or expertise needed to successfully complete the proposed work.
- A Data Management Plan (DMP) must be provided in the NGGDPP format (provided at the link on page 11) to conform with the Executive Order of February 22, 2013, “Increasing Access to the Results of Federally Funded Scientific Research”.
- Preserving USGS assets (e.g. maps, reports, photos etc.) using NGGDPP funds is **not allowed**; collections proposed for preservation should be owned by your state geological organization. Strong justification and documentation that the data will be made public (e.g., data sharing agreement or transfer of ownership), is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission).
- Verify the federal share of the cost of the proposed activities is no more than **50 percent of the total cost for each Priority individually**. The state portion can be larger than the federal portion; however, if the federal contribution is more than the state portion - regardless of the difference (even 0.01) - the grant proposal shall be disqualified and will not be evaluated by the grant review panel. Priority activities must be budgeted separately and within the itemized budget for that Priority. **Review and verify budget numbers prior to proposal submission.**
- Include descriptions of project personnel and their experience and skills relevant to completing the proposed tasks. Extended supervisory hours performed by senior staff or other management activities for which funding is requested must be well justified. Submit curriculum vitae or resumes (2-page maximum) for primary personnel. (CVs do not count toward the proposal page limit.)

- Equipment funding requests including scanners, computers, storage media, and relevant software licenses are acceptable if the equipment is reasonable and necessary for the successful completion of the work funded by the NGGDPP. A full justification and a dealer or manufacturer quote are required for any proposed equipment purchase. If no justification is included the cost will be disallowed. The NGGDPP will not fund general software licenses, database software systems, or equipment required for your organization's IT infrastructure and operation, regardless of your proposed NGGDPP-related work.
- Non-allowable expenses under the NGGDPP include preservation of USGS assets, duplicate digitization/conversion of artifacts produced and preserved by other agencies, tuition, computer maintenance or travel to any other conference or workshop except the Data Preservation and/or regional Critical Mineral Resources Workshop.
- If collaborating with non-state survey staff, partner agencies (e.g., universities), or contractors please detail their roles and project hours as funded through the proposal or as representing state matching funds.
- Begin submitting your proposal to Grants.gov well in advance of the due date as **there is no possibility of late submissions**. See Part III, Section A for more information.

Please contact the Contracting Officer if you have questions. However, questions specific to your proposal as to what will or will not be funded cannot be addressed.

Program Priorities

PLEASE NOTE: Proposals that do not specifically address NGGDPP fiscal year (FY) 2022 priorities will NOT be considered for an award.

The NGGDPP FY 2022 priorities include:

1. preservation of geoscience materials and data, preferentially resources relevant to climate studies, subsurface resources, physical infrastructure development, and/or clean/green energy; and
2. identification of data and materials related to critical mineral resources.

Preservation activities include preservation of geoscience data, samples, and physical materials to support a) the Administration priorities (<https://www.whitehouse.gov/priorities>) of climate, racial equality, and the economy, and b) to support the [Department of the Interior Secretarial Priorities](#) of protection and preservation of public lands, renewable energy development, and climate research.

All funded projects require submission of metadata records describing preserved resources in conformance with the NGGDPP metadata schema to the National Digital Catalog (NDC), to increase discovery, access and reuse by researchers, resource managers, decision-makers, and the public, for the benefit of society.

The proposal must describe projects that address the FY 2022 priorities and requirements to complete comprehensive activities to inventory, describe, and preserve specific collections. It is possible for proposed Priority 1 and/or Priority 2 projects to receive reduced or no funding. Cohesive and related activities adhering to a holistic data preservation strategy are favored by the NGGDPP. If applicable, hiring students from underrepresented sectors, majoring in science, technology, engineering, and mathematical fields, is strongly encouraged to educate and diversify the next generation of geoscientists.

FY 2022 Priority 1 – Preserve Geoscience Data and Materials

In FY 2022, state geological surveys may request funds to inventory, preserve, archive, and/or modernize geologic, geophysical, and engineering data, maps, notebooks, publications, well logs, photographs, and samples. **NGGDPP seeks proposals that prioritize the preservation of resources relevant to climate studies, subsurface resources, physical infrastructure development, and/or clean/green energy.**

Preservation activities may include but are not limited to the following:

- conversion of paper records and/or analog data to digital formats for preservation and digital access;
- updating digital data to modern and sustainable formats to maintain accessibility and usability, as older digital storage technology becomes obsolete and newer technology becomes available;
- conversion of paper or scanned geologic maps not available in a GIS format to the Geologic Mapping Schema (GeMS) format (see <https://ngmdb.usgs.gov/Info/standards/GeMS/>);
- preserving subsurface data and sample resources including drill core/borehole information in support of the US GeoFramework Initiative;
- preserving and/or rescuing time-dependent, unique geologic data or collections of significant value in imminent danger of loss from deteriorating physical surroundings, threat of disposal, loss of institutional knowledge, or rapidly deteriorating media on which they reside (e.g., data stored on magnetic tape or aging aerial photos);
- enhancing or developing data archiving systems, databases, and web applications to enhance access, understanding, interpretation, and use of geoscience materials;
- updating NDC metadata records to new NDC metadata conventions to improve discoverability and access to collections. Local tools and applications that had been developed to follow the *csv/*xml NDC metadata convention will need to be revamped to conform to the new NDC metadata convention and controlled vocabularies with guidance for submission to the new NDC provided on the NDDGPP site (<https://www.usgs.gov/core-science-systems/national-geological-and-geophysical-data-preservation-program/data-submission>);
- support for the enhancement and modernization of repository infrastructure to improve the storage conditions for physical materials; and
- participation in the 2022 Data Preservation Workshop.

All Federal funds requested for Priority 1 must be matched at 100% (minimum) with state funds for Priority 1 activities. The state portion can be larger than the federal portion.

Subsurface data and physical resource inventories e.g., samples, drill core/borehole, etc., should be compiled using prescriptive formats with guidance provided by May 1, 2022 on the NGGDPP website. The current Borehole template for drill hole/core data compilation is available for download

(<https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=NGGDPP%20borehole%20template.xlsx>) on the NGGDPP site, Grants: Proposal Tips and Examples, and will include location (in decimal degrees) and total depth and should include if the information is available: identification of stratigraphic tops, lithology, driller's logs, construction information,

imagery, geophysical data, and analytical results. This template may be updated with minor enhancements as the National Index of Borehole Information (NIBI) develops and will be provided by May 1, 2022. Options will be available for both spreadsheet (*.csv) and restful API products.

FY 2022 Data Preservation Workshop – States may apply for federal NGGDPP funds to support travel to the 2022 NGGDPP Data Preservation Workshop. The funds must be requested and estimated in the proposal. The workshop is scheduled for early fall 2022 in Butte, MT, organized in collaboration with the AASG and hosted by the Montana Bureau of Mining and Geology. States may request travel funding for up to two participants with data preservation or metadata responsibilities. All states that request funds to attend the 2022 Data Preservation Workshop will receive funds. The limit on the federal funds to be requested for workshop travel is \$1,500.00 per workshop attendee (maximum 2 attendees, \$3000 max per state); additional state representatives are welcome to the meeting at the state's expense). A registration fee of \$80.00 per attendee **must be paid with state funds, which can be part of the match**. To obtain NGGDPP funds to support travel to the 2022 Data Preservation Workshop, states must:

1. Request NGGDPP funds,
2. Provide travel estimates in the budget table (Attachment B),
3. Meet the 100% or higher match requirement (failure to include the required match for workshop only proposals will result in the rejection of the proposal). In the event workshops are virtual instead of in-person, the travel funds will not be awarded and a revised budget and workplan will need to be submitted to Margaret Eastman (mrussell@usgs.gov) and Lindsay Powers (lpowers@usgs.gov). If no Priority 1 or 2 projects are funded the award will be canceled.

NOTE: To maximize federal funding, it is recommended that workshop travel funds be included on the federal side or matched with state funds equally in the budget table. If a preservation project is not funded, the state will receive the workshop travel funds that are requested or if requested federal travel funds exceed state match, the state will be asked to reformulate the budget to comply with the 1:1 state to federal match. If most of the travel funds are assigned to the state, the required match will be considered met (state funds exceed federal funds) with no budget modification required, and the state will receive only the funds requested (potentially, with a minimal federal match).

NGGDPP's aim is to facilitate and promote the availability of preserved data and materials to further geoscientific research and societal understanding. Therefore, all attempts should be made to publicly expose the data and materials preserved through funding from NGGDPP grants, avoiding copyrights and restrictions.

Collection level metadata records describing the preserved materials must be submitted to the NDC using the updated NDC metadata template/convention. If applicable to the proposed activity, metadata for individual collection items should also be submitted. NGGDPP will provide required metadata attributes for collection level metadata, as well as upload and/or access protocols, by email and website no later than May 1, 2022.

FY 2022 Priority 2 – Identify Critical Mineral Resources

In FY 2019, the USGS established an initiative, known as Earth MRI (Mapping Resources Initiative), with a goal of identifying national priority areas with the potential for hosting critical minerals, and to develop a plan to improve the Nation's understanding of domestic critical mineral resources. Fortier and others (2018)^[1] published a list of 35 critical minerals that are the focus of the

USGS component of Earth MRI. In FY 2019 the NGGDPP established a new program priority, critical mineral resources, supporting states to preserve and make publicly available online, mineral deposit, drill core, geochemical, geophysical and other relevant data, in support of the Earth MRI effort. In addition to the critical mineral resources preservation activities, USGS will host regional critical mineral resources workshops during FY 2022, to bring together technical experts from across the USGS and state geological surveys, to assess and discuss data and information relevant to the identification of focus areas across the Nation with potential for hosting critical mineral deposits. The workshops will address subsurface critical mineral resources and **initiate an evaluation of mine waste surface deposits** that have potential for containing recoverable critical mineral resources.

State representatives may participate in the workshop to help Earth MRI understand the mineral deposits and help delineate the focus areas. The USGS will support travel for up to two participants per state, up to \$1,500 in direct costs per participant in federal funds to attend the workshop. All requests for workshop travel funds will be granted up to a total of \$3,000 (for two travelers), regardless of whether other proposed activities are funded. The workshops will be held in late FY 2022, at designated USGS facilities. Funds will only be provided to those applicants that requests funding to attend a workshop. In the event workshops are virtual instead of in-person, the travel funds will not be awarded.

In FY 2022, state geological surveys may request funds, up to \$35,000 of federal match including workshop travel funding, to support the process of preserving and making publicly available data and information on critical minerals in the United States through the following types of activities that meet the intent of Priority 2.

Priority 2 focuses on 5 main themes: (1) compiling or enhancing a state published map of critical and other mineral resources; (2) providing geospatial data and critical mineral resource information to the national-level Earth MRI effort for a USGS publication synthesizing the focus areas with potential for critical mineral resources; (3) making publicly available drill hole/core data through the National Digital Catalog, (4) support for the upcoming Earth MRI workshops, and (5) development of a preservation plan for critical minerals. The FY2022 Priority 2 efforts are defined as:

- **State compilation of mineral deposits/districts** - compiling and publishing geospatial data for the state that outlines the location of known critical and other nonfuel mineral deposits and mineral districts with the goal of using existing data preserved in state-held records and in the available literature. Publishing options for the compiled, geospatial product include, but are not limited to a mapping service hosted by the state or as an ArcGIS Online (AGOL) web service. The goal of this effort is a new compilation map or an update of existing maps depicting the location and type of critical mineral deposits and districts in the state. The map data must also be submitted in a common geospatial digital

data format employing the Mineral Deposits/Districts templates (this a zip file that will need to be downloaded and saved) with the included files made available to the National Digital Catalog available at: https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=AttachmentD_MineralDeposits_Districts_Templates.zip. If compiling **mineral districts** (polygons) the districts data will be compiled as a set; shapefile (Districts_EarthMRI_shapefile_template.zip) and excel file (Districts_EarthMRI.xlsx). Guidance is provided within the excel file. If compiling **mineral deposits** (points) these will be provided in the deposits excel file, Mineral Deposit Info_Attachment D.xlsx. The compiled data files will be submitted to the NGGDPP (nggdpp@usgs.gov) with a copy to the USGS Mineral Resources Program project Mineral Deposit Database (USMIN) (nkarl@usgs.gov). The inventory should be documented and submitted to the NDC with metadata and if applicable, be made public by the State via the proposed method.

- **Contribute state data to USGS map compilation of focus areas** - supporting the Earth MRI's effort to define focus areas permissive for hosting critical mineral resources, by providing geospatial representation(s) of areas that delineate prospective areas or geologic belts (polygons and/or points) with the potential for hosting critical mineral resources together with supporting datasets. The focus areas will be developed in preparation for and revised following the Earth MRI Critical Minerals Workshop in collaboration and consultation with the USGS Earth MRI team. The resulting geospatial and mineral resource information will be incorporated into a USGS product for a national compilation of areas containing minerals systems that host critical minerals (e.g., <https://doi.org/10.3133/ofr20191023A> and <https://doi.org/10.5066/P95CHIL0>).
- **State compilation of borehole data with metadata to the National Digital Catalog** - identifying and providing digital access to publicly available drill hole/core data and information for areas with the potential for hosting critical mineral resources. Drill hole/core data will be compiled in the Borehole template and will include location (in decimal degrees) and total depth and should include, if the information is available, identification of stratigraphic tops, lithology, driller's logs, construction information, imagery, geophysical data, and analytical results available at: <https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=NGGDPP%20borehole%20template.xlsx>. If applicable, depth to bedrock and identification of basement rock relevant to the terrane, including depth to Precambrian basement, depth to consolidated rock beneath Quaternary deposits, or depth to consolidated rock beneath coastal plain deposits should be documented. Metadata describing this collection will be uploaded into the National Digital Catalog; metadata requirements will be provided. The data will be made public by the State via the proposed method and be submitted to the National Digital Catalog (NDC) for repositing.
- **Support to States to prepare for and attend a USGS Earth MRI Critical Minerals workshop** - preparing for and participating in a ~4-day Earth MRI Critical Mineral Resources Workshop, anticipated to be held in late FY 2022. Participants will work with the USGS to identify and compile geospatial data sets to be used in identifying and prioritizing focus areas that are known to, or have the potential to, host critical minerals. Salary costs for preparation for the workshops are supported and activities must be

described. States may request federal funding for direct costs up to \$1,500 per person for up to 2 state participants with a maximum of \$3,000 for workshop attendance (does not include indirect costs). All states that request travel funds to attend the 2022 Earth MRI Critical Mineral Resources Workshop(s) will receive funds, regardless of whether other proposed activities are funded. The federal funds must be matched at 100% or greater in state funds with travel estimates documented in the Priority 2 budget table (Attachment B). The format of the 2022 workshops (face-to-face or virtual) will be determined as soon as possible in FY2022. The total for Priority 2 including potential travel to critical minerals workshop shall not exceed \$35,000, including indirect costs. To obtain funds to support travel to the Earth MRI Critical Mineral Resources Workshops, states must:

1. Request NGGDPP funds,
 2. Provide travel estimates in the budget table (Attachment B),
 3. Meet the 100% or higher match requirement (failure to include the required match for workshop only proposals will result in the rejection of the proposal). In the event workshops are virtual instead of in-person, the travel funds will not be awarded and a revised budget and workplan will need to be submitted to Margaret Eastman (mrussell@usgs.gov) and Lindsay Powers (lpowers@usgs.gov). If no Priority 1 or 2 projects are funded the award will be canceled.
- **Preservation Plan for Critical Minerals** – All states may request up to \$3,000 to develop a long-range science plan for critical minerals relevant data preservation for their state. All states requesting these funds will receive them. The preservation plan for critical minerals is part of the Priority 2 activities including potential travel to Earth MRI Critical Mineral Resources Workshops and shall not exceed \$35,000.

All Federal funds requested for Priority 2 must be matched at 100% (minimum) with state funds for Priority 2 activities. The state portion can be larger than the federal portion.

NGGDPP's aim is to facilitate and promote the availability of preserved data and materials to further geoscientific research. Therefore, all attempts should be made to publicly expose the preserved data and materials sponsored by NGGDPP grants, avoiding copyrights and restrictions.

[1] Fortier, S.M., Nassar, N.T., Lederer, G.W., Brainard, Jamie, Gambogi, Joseph, and McCullough, E.A., 2018, Draft critical mineral list—Summary of methodology and background information—U.S. Geological Survey technical input document in response to Secretarial Order No. 3359: U.S. Geological Survey Open-File Report 2018–1021, 15 p., <https://doi.org/10.3133/ofr20181021>.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$2,650,000

B2. Award Amount

Maximum Award

\$0

Minimum Award

\$0

The approximate range for an individual award is a minimum of \$5,000 up to a maximum of \$100,000.

B3. Anticipated Award Funding and Dates

Anticipated Award Date

April 01, 2022

Proposal Announcement Date: October 15, 2022

Closing Date and Time for Proposal Submission: December 17, 2021, 6:00 p.m. ET

Proposals received after the deadline will NOT be considered for an award.

For applications that only include Priority 1 projects, the earliest start date will be after the USGS receives its final FY 2022 appropriation, notice of full-year continuing resolution, or May 3, 2022, whichever is later. The latest start date is September 13, 2022.

For applications that include Priority 2 projects, the start date will be after USGS receives its final FY 2022 appropriation. For Priority 2 projects, spatial information for focus areas with the potential to host critical mineral resources will be developed during the Critical Mineral Resources (Earth MRI) workshops and due thereafter by December 1, 2022. Other Priority 2 products (mineral reports, documents, databases, data files, website addresses) and products for Priority 1 activities are due 90 days following end of grant performance period.

Awards will be made for a 12-month period only.

B4. Number of Awards

Expected Number of Awards

35

B5. Type of Award

Funding Instrument Type

G - Grant

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

00 – State governments

Additional Information on Eligibility

Only state geological surveys are eligible to apply to this Program Announcement under the National Geological and Geophysical Data Preservation Program pursuant to the Energy Policy Act of 2005 (Public Law 105-58, Sec. 351). A university may submit a proposal on behalf of a state geological survey if the state geological survey is organized under a state university system.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

Yes

This program has a match requirement.

All Federal funds requested for Priority 1 must be matched at 100% (minimum) with state funds for Priority 1 activities.

All Federal funds requested for Priority 2 must be matched at 100% (minimum) with state funds for Priority 2 activities.

Verify the federal share of the cost of the proposed activities is no more than 50 percent of the total cost for each Priority individually. The state portion can be larger than the federal portion. Priority activities must be budgeted separately and within the itemized budget for that Priority. Review and verify budget numbers prior to proposal submission.

C3. Other

Preserving USGS assets (e.g. maps, reports, photos etc.) using NGGDPP funds is **not allowed**; collections proposed for preservation should be owned by your state geological organization. Strong justification and documentation that the data will be made public (e.g., data sharing agreement or transfer of ownership), is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission).

Non-allowable expenses under the NGGDPP include preservation of USGS assets, duplicate digitization/conversion of artifacts produced and preserved by other agencies, tuition, computer maintenance or travel to any other conference or workshop except the Data Preservation and/or regional Critical Mineral Resources Workshop.

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

D. Application and Submission Information

Grants.gov Application Submission and Receipt Procedures

Grants.gov Application Submission and Receipt Procedures

This section provides the application submission and receipt instructions for U.S. Geological Survey (USGS) program applications. Please read the following instructions carefully and completely.

1. Electronic Delivery

USGS is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. USGS encourages applicants to submit their applications online through Grants.gov.

2. How to Register to Apply through Grants.gov

a. *Instructions:* Read the instructions below about registering to apply for USGS funds. Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required information before beginning the registration process will alleviate last-minute searches for required information.

Organizations must have a Data Universal Numbering System (DUNS) Number, active System for Award Management (SAM) registration, and Grants.gov account to apply for grants. If individual applicants are eligible to apply for this funding opportunity, then you may begin with step 3, Create a Grants.gov Account, listed below.

Creating a Grants.gov account can be completed online in minutes, but DUNS and SAM registrations may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entity's ability to meet required application submission deadlines.

Complete organization instructions can be found on Grants.gov here:

<https://www.grants.gov/web/grants/applicants/organization-registration.html>

1) *Obtain a DUNS Number:* All entities applying for funding, including renewal funding, must have a DUNS Number from Dun & Bradstreet (D&B). Applicants must enter the DUNS Number in the data entry field labeled "Organizational DUNS" on the SF-424 form. For more detailed instructions for obtaining a DUNS Number, refer to: <https://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>

2) *Register with SAM:* All organizations applying online through Grants.gov must register with the System for Award Management (SAM). Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually. For more detailed instructions for registering with SAM, refer to: <https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>

3) *Create a Grants.gov Account*: The next step is to register an account with Grants.gov. Follow the on-screen instructions or refer to the detailed instructions here: <https://www.grants.gov/web/grants/applicants/registration.html>

4) *Add a Profile to a Grants.gov Account*: A profile in Grants.gov corresponds to a single applicant organization the user represents (i.e., an applicant) or an individual applicant. If you work for or consult with multiple organizations and have a profile for each, you may log in to one Grants.gov account to access all of your grant applications. To add an organizational profile to your Grants.gov account, enter the DUNS Number for the organization in the UEI (Unique Entity Identifier) field while adding a profile. For more detailed instructions about creating a profile on Grants.gov, refer to: <https://www.grants.gov/web/grants/applicants/registration/add-profile.html>

5) *EBiz POC Authorized Profile Roles*: After you register with Grants.gov and create an Organization Applicant Profile, the organization applicant's request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC will then log in to Grants.gov and authorize the appropriate roles, which may include the AOR role, thereby giving you permission to complete and submit applications on behalf of the organization. You will be able to submit your application online any time after you have been assigned the AOR role. For more detailed instructions about creating a profile on Grants.gov, refer to: <https://www.grants.gov/web/grants/applicants/registration/authorize-roles.html>

6) *Track Role Status*: To track your role request, refer to: <https://www.grants.gov/web/grants/applicants/registration/track-role-status.html>

b. *Electronic Signature*: When applications are submitted through Grants.gov, the name of the organization applicant with the AOR role that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC **must** authorize people who are able to make legally binding commitments on behalf of the organization as a user with the AOR role; **this step is often missed and it is crucial for valid and timely submissions.**

3. How to Submit an Application to USGS via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities, refer to:

<https://www.grants.gov/web/grants/applicants/workspace-overview.html>

1) *Create a Workspace*: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.

2) *Complete a Workspace*: Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission. The Workspace progress bar will display the state of your

application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.

a. *Adobe Reader*: If you decide not to apply by filling out webforms you can download individual PDF forms in Workspace. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.

NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software

at: <https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>

b. *Mandatory Fields in Forms*: In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.

c. *Complete SF-424 Fields First*: The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and DUNS Number. Once it is completed, the information will transfer to the other forms.

3) *Submit a Workspace*: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

4) *Track a Workspace Submission*: After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

For additional training resources, including video tutorials, refer to: <https://www.grants.gov/web/grants/applicants/applicant-training.html>

Applicant Support: Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at support@grants.gov. For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist the USGS with tracking your issue and understanding background information on the issue.

4. Timely Receipt Requirements and Proof of Timely Submission

a. *Online Submission*. All applications must be received by the due date established for each program. Proof of timely submission is automatically recorded by Grants.gov. An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant with the AOR role who submitted the application will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. This applicant with the AOR role will also

receive the official date/time stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

When USGS successfully retrieves the application from Grants.gov, and acknowledges the download of submissions, Grants.gov will provide an electronic acknowledgment of receipt of the application to the email address of the applicant with the AOR role who submitted the application. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application. Applications received by Grants.gov after the established due date for the program will be considered late and will not be considered for funding by USGS.

Applicants using slow internet, such as dial-up connections, should be aware that transmission can take some time before Grants.gov receives your application. Again, Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role attempting to submit the application. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application.

D1. Address to Request Application Package

Program Website Link

D2. Content and Form of Application Submission

1. SF-424, Application for Federal Assistance

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, signed, and dated. Do not include any proprietary or personally identifiable information. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

All proposals must include the following documents:

1. Standard Form 424. Application for Federal Assistance (mandatory form provided in grants.gov). The person who electronically submits the SF-424 must have the authority to bind the state to the terms of the assistance award.
2. Standard Form 424A. Budget Information – Non-Construction Programs (mandatory form provided in grants.gov).
3. Standard Form 424B. Assurances – Non-Construction Programs (mandatory form provided in grants.gov).

Any applicant organization that has not completed the financial assistance certifications and representations within their SAM.gov registration must submit the appropriate signed and dated Assurances form. All of the required application forms are available with this announcement on Grants.gov.

Project Narrative

Proposals must be arranged according to the format provided below. Following this format ensures that every proposal contains all essential information and is evaluated equitably. The proposal may be in PDF or MS Word format. The proposal and associated forms shall be submitted to www.grants.gov. Provide requested information in the correct locations within the proposal template. Failure to do so may result in disqualification of the proposal.

Proposals are limited to 8-pages, which include 1) Project Summary, and 2) Project Description, provided separately for Priority 1 and 2, and limited to 4 pages for each priority. Each priority proposal section is limited to 4 pages. Other forms and documents, including: Standard Forms 424s, project summary sheet (Attachment A), project personnel justification and expertise table or list, CVs (max 2 pages per CV), letters from stakeholders, [DMP \(https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev-NGGDPP-FY21-DMPForm.docx\)](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev-NGGDPP-FY21-DMPForm.docx), budget tables (Attachment B), negotiated rate and cost agreements, and equipment quotes do not count toward the 8-page limit.

1. **FY 2022 NGGDPP Proposal Information Sheet. (Attachment A).** Summary sheet shall clearly list project and budget summary for all priorities. Please include e-mail addresses for the Principal Investigator and authorized institution representative. Outcome notifications will be sent via e-mail to the authorized institution representative and the Principal Investigator. The Proposal Information Sheet is NOT included in the page limit.
2. **Summary for Priority 1 and 2 projects.** The project summary shall provide a high-level overview of project goals and scope, summary of the approach, societal benefits, and anticipated results. This summary shall not exceed 1,000 total characters and may be used in public outreach communications to advertise preservation activities funded by the NGGDPP. The Project Summary is included in the 4-page limit per priority.
3. **Project Description for Priority 1 projects only.** The project description (with project summary) of the proposal is limited to 4 single-space pages (including figures, tables), with no smaller than 11-point font size, and 1-inch margins. The font size in figures and tables is limited to no smaller than 8-point font size. All text, figures, and tables shall be sized to fit on 8½” x 11” paper. The project description section of your proposal should include the following:
 - a. *Introduction:* The introduction should provide a brief overview of the project activities, methods, and goals. Provide background information about the preserved artifacts, primary users, and frequency of use of the preserved materials and data. Preserving USGS assets using NGGDPP funds is not allowed; collections proposed for preservation should be owned by your state geological organization. Strong justification is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission). Explain the societal and scientific benefits and the importance of the proposed preservation activities to your state. A statement of use or a letter of support from a stakeholder may be included. Letters of support from stakeholders do not count against the page limit.
 - b. *Project narrative:* Follow the guidelines and requirements listed in section A2 of this program announcement. Describe the procedures and workflows that will be carried out to preserve materials and data. Include descriptions of the separate

activities for the designated processes, including the quality assurance and control methods to ensure accuracy and quality of products. Guidance and best practices for managing data quality can be found on the USGS Data Management site: <https://www.usgs.gov/products/data-and-tools/data-management/manage-quality>. Discuss the generated products (other than the final technical report), such as metadata for specific collection and items or an improved database. Provide a table or list that includes information about the Principal Investigator, staff, and support positions (such as geologist, information technologist, or database developer) and detail the estimated time by objective by person. Briefly discuss each person's role on the project so that it links to the budget. For each person, provide a brief statement of their background, define their roles and responsibilities, and provide a CV for primary personnel (no more than two pages) that includes skills and expertise relevant to the proposed activities, and indicate whether the person works for your organization or elsewhere (contractor or volunteer). If the contractor has not yet been hired, describe experience and skills necessary for completing the work. CVs do not count against the page limit.

4. **Project Description for Priority 2 projects only.** The project description (with project summary) of the proposal is limited to 4 single-spaced pages (including figures, tables), with no smaller than 11-point font size, and 1-inch margins. The font size in figures and tables is limited to no smaller than 8-point font size. All text, figures, and tables shall be sized to fit on 8½" x 11" paper. The project description section of your proposal should include the following:
 - a. *Introduction:* The introduction should provide a brief overview of the project activities, methods, and goals. Provide background information about the preserved artifacts, primary users, and frequency of use of the preserved materials and data. Preserving USGS assets using NNGDPP funds is not allowed; collections proposed for preservation should be owned by your state geological organization. Strong justification is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission). Explain the societal and scientific benefits and the importance of the proposed preservation activities to your state. A statement of use or a letter of support from a stakeholder may be included. Letters of support from stakeholders do not count against the page limit.
 - b. *Project narrative:* Follow the guidelines and requirements listed in section A2 of this program announcement. Describe the procedures and workflows that will be carried out to achieve the listed activities under Priority 2 and how they will result in the products for Priority 2, including the quality assurance and control methods to ensure accuracy and quality of products. Guidance and best practices for managing data quality can be found on the USGS Data Management site: <https://www.usgs.gov/products/data-and-tools/data-management/manage-quality>. Provide a table or list that includes the roles and responsibilities of the Principal Investigator, staff, and support positions (such as geologist, information technologist, or database developer) and detail the estimated time by objective by person. Briefly discuss each person's role on the project so that it links to the

budget. The FY 2022 project narrative may also propose to develop a long-range plan for data preservation activities related to critical mineral resources.

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, “Budget Information for Non-Construction Programs” form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200.

Detailed Budget Narrative

The project budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, 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 project when cost share is identified to be included (reference section C of this announcement). Cost categories can include, but are not limited to, those costs items included on the SF424A or SF424C.

Your proposal must include completed detailed budget sheets (Attachment B). If applicable, one budget sheet must include expenses for Priority 1 preservation activities, including travel to 2022 Data Preservation Workshop and ancillary costs (fringe rates, direct and indirect costs). Federal funds requested for Priority 1 must be matched with state funds. If applicable, a separate budget sheet must include expenses for Priority 2, including approximate travel costs to a Earth MRI Critical Mineral Resources Workshop and ancillary costs. Federal funds for development of a preservation plan for critical minerals under Priority 2 must be documented separately within the Priority 2 budget and matched with state funds. Federal funds requested for Priority 2 cannot exceed \$35,000, including travel to the Earth MRI Critical Mineral Resources Workshop and the preservation plan, and must be matched with state funds. The detailed proposed budget(s) must be summarized and provided in the “Amount Requested” on the NGGDPP Proposal Information Summary Sheet (Attachment A). Attachments A and B provide format guidance. You may create your own budget sheet with the same format including additional rows for needed itemization. In the budget sheet, individual federal expenditures do not have to be matched by state funds, line by line. **However, the total funding contributed by a state geological survey shall be equal to or greater than the amount requested from the NGGDPP for each Priority and shall be derived from non-federal sources (direct and indirect costs). Failure to provide a detailed budget itemizing state expenditures will result in rejection of the proposal.**

Please read each category description below and provide the detailed breakdown for each cost. This information will help avoid delays processing a funded proposal, as an award will not be issued until all required information is provided. Please be scrupulous in your calculations as they will be meticulously analyzed for consistency and accuracy.

The detailed budget **shall** include the amount proposed for each of the following:

- a. *Salaries and wages.* List names, positions, number of hours individuals will spend on various activities, their rates of compensation and project roles. Salaries or wages for student assistants (undergraduate and/or graduate students) working on the project are an acceptable cost to the Program. If a position is vacant, indicate the position title. Include only personnel actively involved in the project. If senior

management salary/time is covered by the overhead (indirect cost) portion of the budget, senior management salary/time should not be included. If senior management personnel participate in project work, include an explanation of their roles. Non-state survey staff working on the project should also be included if they are being supported by other state funding. The detailed proposed budget shall include the total time worked on the project (in units of hours), rate-of-compensation (hourly, monthly, or annually), and job title or role of each person.

- b. Fringe benefits. Indicate the rates/amounts in conformance with normal accounting procedures. Explain what costs are covered in this category and the basis of the rate computations. Indicate whether rates are used for proposal purposes only or whether they are also fixed or provisional rates for billing purposes. Include a copy of the Negotiated Rate Agreement or internal memo supporting the proposed rates. The Negotiated Rate Agreement and internal memo **do not** count toward the 8-page limit.
- c. Travel expenses. State the purpose of the trip(s) and itemize estimated travel costs (including reason for travel, number of people, number of travel days, per diem rate, mileage rate, airfare, or other travel costs) necessary to perform the activities in your proposal. Travel expenses for the following workshops are also allowable.

1. Data Preservation Workshop to be held in Butte, MT; dates TBD, early fall 2022;

States may request funding for travel to the 3-day 2022 Data Preservation Workshop in Butte, MT (see section A2, Priority 1). A registration fee of \$80.00 for each participant must be paid for with state funds which can be part of the match. (Information about the registration will be provided at a later date.) States may request funding to send two people with data preservation or metadata responsibilities to the workshop. Maximum USGS funds to be provided: \$1,500.00 per workshop attendee (maximum 2 attendees; \$3000 max per state). Additional state attendees are welcome to the workshop, but federal funding will only be provided for 2 state participants. States that only apply for workshop travel expenses must match federal funds with state funds; failure to include the required state match for workshop travel will result in rejection of the proposal. Airfare estimates should be based on travel to Butte or Bozeman Airport. In the event workshops are virtual instead of in-person, the travel funds will not be awarded.

2. Earth MRI Critical Mineral Resources Workshop in Reston, Virginia; Denver, Colorado; Reno, Nevada; or Spokane, Washington; Dates TBD, Late FY2022;

In the Priority 2 budget sheet, states may request funding for travel for up to 2 participants, \$1,500 in direct costs per participant, not to exceed \$3,000 of federal share, to a regional 4-day Earth MRI Critical Mineral Resources Workshop (see section A2, Priority 2). If travel funds are requested to attend the workshop, funding should be requested for at least one staff member responsible for identifying mineral resource data and assets and developing geospatial data sets to be used in identifying and prioritizing focus areas that are known or have the potential to host critical

minerals. Earth MRI Critical Mineral Resources Workshop travel expenses are itemized in the Priority 2 proposal budget, in which total federal NGGDPP funds cannot exceed \$35,000 in direct and indirect costs and must be equal to or less than 50-percent of **total** Priority 2 project cost. In the event workshops are virtual instead of in-person, the travel funds will not be awarded.

d. Other direct costs.

- Supplies. List costs for office and laboratory/facility supplies. Itemize by including the number and cost for each item.
- Equipment. NGGDPP funds may be used to purchase computer hardware, GPS, or other nonexpendable property required for the project. Non-expendable equipment has a useful life of more than one (1) year and an acquisition cost of \$5,000 or more per item. If necessary, NGGDPP funds may be used to purchase software site licenses needed to complete data preservation projects. Show the cost of all proposed equipment/software site licenses necessary for achieving project goals. Each item should be itemized and include a **full justification** and a dealer or manufacturer quote. If full justification for equipment is not provided, equipment costs will not be supported. General-purpose equipment must be purchased from the applicant's operating funds. Routine computer maintenance contracts and charges for computer time are not acceptable direct costs under this program. Explain and justify any extraordinary items included in the proposed project budget.
- Contractual services. Identify the activities for which such services would be used. Identify proposed contractors (individual or corporate) and provide criteria by which contractors will be, or have been, selected. For each individual, include their job title, total labor hours, and rate of compensation.

e. Total direct costs. Total items (a) through (d).

f. Indirect charges. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the cost principles applicable to the applicant's organization. If applicant has separate rates for recovery of labor overhead and general and administrative costs, each charge should be shown. Explain the distinction between items included in the two cost pools. Applicant should propose rates for evaluation purposes, which they are also willing to establish as fixed or ceiling rates in any resulting award. A copy of the indirect negotiated cost agreement with the Federal Government must be included. If one is not established, applicants may charge 10% indirect costs. A copy of the Indirect Negotiated Cost Agreement does not count against the 8-page limit.

g. Total charges. Total items (a) through (f). The total budget proposed must show that the federal share of the cost of the activity does not exceed 50 percent of the total cost of the activity as required by Public Law 109-58, Energy Policy Act of 2005. The non-federal share may be more than the federal contribution.

Data Management Plan Requirements

Proposals submitted to USGS must include a supplementary document of no more than four pages labeled "Data Management Plan" (DMP). This supplementary document should describe

how the proposal will conform to USGS policy on the dissemination and sharing of research results and associated data. A valid DMP may include only the statement that no detailed plan is needed (e.g. “No data are expected to be produced from this project”), as long as the statement is accompanied by a clear justification. This supplementary document may include:

- the types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project;
- the standards to be used for data and metadata format and content (where existing standards are absent or deemed inadequate, this should be documented along with any proposed solutions or remedies);
- policies for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;
- provisions for re-use, re-distribution, and the production of derivatives; and
- plans for archiving data, samples, and other research products, and for preservation of free public access to them.

Additional guidance on data management plans is available from the USGS Data Management web site here: <https://www.usgs.gov/products/data-and-tools/data-management/data-management-plans> Simultaneously submitted collaborative proposals and proposals that include subawards are a single unified project and should include only one supplemental combined DMP by the lead PI that also addresses all subaward data management needs, regardless of the number of non-lead collaborative proposals or subawards included.

Beginning FY21 all proposals must use the NGGDPP template available here: <https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev-NGGDPP-FY21-DMPForm.docx>. All proposals submitted to the USGS seeking funding for Priorities 1, and 2 must include a DMP, which explains how data and metadata generated by the proposed project will be disseminated and shared with other researchers and the public. A DMP should document data handling throughout the lifecycle of the project from planning through publication and archive. A data management plan also describes roles and responsibilities. These can be formalized through data sharing agreements. When there are questions regarding data access or copyright issues these should be addressed and documented in the DMP. The DMP includes:

- a. Description of the types of collections, materials, and data that are expected to be preserved and made publicly accessible by the proposed project.
- b. Standards and best practices that will be used for the data and metadata formats, including justifications for deviations from the prescribed standards. As described in section F2, NGGDPP Products and Reports, metadata describing rescued and preserved data and materials must conform to the NGGDPP metadata schema (<https://www.usgs.gov/core-science-systems/national-geological-and-geophysical-datapreservation-program/prepare-metadata>).
- c. Policies for access and sharing, including provision for appropriate protection of privacy, confidentiality, security, intellectual property, and other rights or requirements. If your state is preserving data and materials with restricted access rights, explain these limitations.

- d. Provisions for re-use, re-distribution, and production of derivatives from your preserved data and artifacts.
- e. Plans for archiving and maintaining free public access to preserved data, samples, and other research products in your state facilities and on the Web. Please describe how the materials and data will be made available. If materials will not be made publicly available, provide a clear justification. The metadata records you submit to the NDC will be archived by the USGS and remain freely and publicly accessible.

The DMP does not count against the page limit.

Conflict of Interest Disclosure

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

(a) Applicability.

(1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

(2) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.318 apply.

(b) Notification.

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.

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

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

(e) Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

Single Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribal governments, 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](#). U.S. state, local government, federally recognized Indian tribal government, 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 [43 CFR 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 and 31 USC 1352 for more information on when additional submission of this form is required.

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. If at any time a proposal is awarded funds that would be overlapping or duplicative of the funding requested from USGS, the applicant must immediately notify the USGS point of contact. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount.

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

Identifier and System for Award Management (SAM.gov) Registration: This requirement does not apply to individuals applying for funds as individual (i.e., unrelated to any business or nonprofit organization you may own or operate) or any entity with an exception approved by the funding bureau or office in accordance with bureau or office policy. All other applicants are required to obtain a Data Universal Numbering System (DUNS) number from Dun & Bradstreet and then register in SAM.gov prior to submitting a Federal award application. Federal award recipients must continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s). See the “Submission Requirements” section of this document below for more information on SAM.gov registration. We 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 program 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. **There is no cost to register with Dun & Bradstreet or SAM.gov.** There are third-party vendors who will charge a fee in exchange for registering entities with Dun & Bradstreet and SAM.gov; **please be aware you can register and request help for free.**

Obtain a DUNS Number

Request a DUNS Number through the Dun & Bradstreet website. For technical difficulties, send an email to the D&B SAM Help Desk. Please ensure that you are able to receive emails from SAMHelp@dnb.com. The Grants.gov “Obtain a DUNS Number” webpage also provides detailed instructions. Once assigned a DUNS number, your organization must maintain up-to-date information with Dun & Bradstreet. Applicants must enter their DUNS number in the “Organizational DUNS” field on the SF-424, Application for Federal Assistance form.

Register with the System for Award Management (SAM)

Register on the SAM.gov website. “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov Register with SAM page also provides detailed instructions. You can also contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been to the entity’s DUNS or IRS information.

D4. Submission Dates and Times

Due Date for Applications

December 17, 2021

Application Due Date Explanation

Electronically submitted applications must be submitted no later than 6:00 p.m., ET, on the listed application due date.

D5. Intergovernmental Review

Prior to application submission, U.S. state and local government applicants should visit the [OMB Office of Federal Financial Management website](#) and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications.

D6. Funding Restrictions

The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your organization’s cognizant agency, the Interior Business Center will negotiate your indirect cost rate. Contact the Interior Business Center by phone 916-930-3803 or using the [IBC Email Submission Form](#). See the [IBC Website](#) for more information.

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Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients must have prior written approval from USGS to use amounts budgeted for direct costs to satisfy cost-share or match requirements or to cover unallowable indirect costs. Recipients shall not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Required Indirect Cost Statement to be submitted with Application

All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. In the

event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.” or “Attached is a copy of our current negotiated indirect cost rate agreement.”]

- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in [§2 CFR 200.68](#)]. We understand that we must notify USGS in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in [2 CFR §200.68](#). We understand that we must notify USGS in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by USGS.
- A [insert your organization type] that is submitting this proposal for consideration under the “Cooperative Ecosystem Studies Unit Network”, which has a Department of the Interior-approved indirect cost rate cap of 17.5%. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per [2 CFR §1402.414](#). If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from USGS to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that USGS approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we

understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

- A [insert your organization type] that will charge all costs directly.

Most states and universities have a rate agreement with the Federal Government, which may be titled “State and Local Rate Agreement” or “Colleges and Universities Rate Agreement”. This agreement provides the rates approved for use in grants, contracts, and other agreements with the Federal Government. **If you request fringe benefits or indirect costs, the indirect cost rate agreement is requested to verify rates requested. In the absence of an indirect rate agreement, applicants may charge no more than 10% indirect costs.**

D7. Other Submission Requirements

A. Electronic Proposal Submission Requirement Applicants are responsible for electronically submitting the proposal to www.grants.gov by 6:00pm, ET, December 17, 2021. Be sure to **read the instructions carefully**. Contrary to Section D.1, only proposals submitted through grants.gov will be acceptable. Paper copies will NOT be accepted.

Please be aware the electronic submission process requires first-time users to register using eAuthentication process. This registration process can be complex and take up to 3 weeks to complete. Be advised that you may not be successful completing electronic submission for the first time if you begin the process only a few days before the due date. If your organization is affiliated with a university, contact the Office of Sponsored Programs, which may be familiar with the federal grant process and can work with you to submit the proposal.

If you have any questions or problems with the registration process, or the completion of the application package, please contact the grants.gov help desk at 1-800-518-4726 or support@grants.gov.

When you submit a grant application package to Grants.gov, you will receive a confirmation screen as well as three additional emails over two business days from Grants.gov informing you of your application processing status:

1. Confirmation screen
2. Submission Receipt (with “Track My Application” link)
3. Submission Validation (or Rejection with Errors)
4. Agency Retrieval

1. CONFIRMATION: Submission Confirmation Screen After a grant application package is submitted, a confirmation message will appear on the computer screen. This screen confirms that an application has been submitted to Grants.gov. This page contains a tracking number and a “Track My Application” link for monitoring the progress of the submission.

2. NOTIFICATION 1: Submission Receipt Email Within two business days after the application package has been received by the Grants.gov system, a submission receipt email will be sent that indicates the submission has entered the Grants.gov system and is ready for validation. This email contains the same tracking number and a “Track My Application” link that

is shown in submission confirmation screen for monitoring the progress of the submission.

3. NOTIFICATION 2: Submission Validation Receipt Email – This is the important one!

This second email will include a message validating or rejecting the submitted application package due to errors. The Grants.gov system is designed to check for technical errors within the submitted application package. Grants.gov does not review application content for award determination.

4. NOTIFICATION 3: Grantor Agency Retrieval Email Once the application package has passed validation, it is delivered to the grantor for award determination and further approval. After the grantor has confirmed receipt of the application, a third and final email will be sent from Grants.gov. The grantor may also assign the application package an agency-specific tracking number for use within their

internal system. IF THIS E-MAIL HAS NOT BEEN RECEIVED WITHIN FOUR DAYS OF THE CLOSING DATE, PLEASE CONTACT THE CONTRACTING OFFICER,

Margaret Eastman, (703) 648-7366, mrussell@usgs.gov.

If you need help entering your proposal, you can reach the **Grants.gov Contact Center at: 1-800518-4726**. Their hours of operation are Monday-Friday, 7:00 a.m. to 9:00 p.m., Eastern Time, and they are closed on [federal holidays](#).

When contacting the Grants.gov Contact Center, please have the following information available to help expedite the inquiry:

- Funding Opportunity Number (FON)
- Name of Agency You Are Applying To
- Specific Area of Concern

The electronic submission will consist of required forms SF-424, SF-424a, and SF-424b, plus the additional items described in Section C of this Announcement.

During the application period an applicant may submit a revised or corrected proposal through grants.gov. Include a cover letter as the first page of the proposal stating that the proposal is revised and the previous submittal is to be withdrawn from consideration. Revised submissions must be completed by December 17, 2021, at **6:00 pm ET**.

Please allow sufficient time for the proposal to be submitted electronically through Grants.gov and allow time for possible computer delays. Applicants are strongly advised not to wait until the last minute for submission. A proposal received after the closing date and time will NOT be considered for award. If the USGS determines that a proposal will not be considered for award due to lateness, the applicant will be notified immediately.

B. Involvement of Federal Employees

Federal employees, including USGS employees, are prohibited from assisting in any capacity (paid or unpaid) with preparation of any proposal submitted under this Announcement. Proposals that have a real, or apparent, conflict of interest related to federal employees will not be processed for evaluation.

C. Rejection of Proposals after Initial Review

If the proposal does not meet all requirements specified in the Program Announcement, as determined by the Contracting Officer in consultation with the NGGDPP management, the

applicant will be promptly notified in writing of the rejection along with the reason for the rejection. If the federal share of the cost of the proposed activities is more than 50 percent of the total cost, the proposal shall be rejected.

D. Award recipients must comply with the 2022 NGGDPP Terms and Conditions (Attachment C). Submittal of an application constitutes the applicant's acceptance of these terms and conditions for inclusion in any award resulting from their application. Any concerns with the requirements of the 2022 NGGDPP Terms and Conditions shall be presented to the Contracting Officer at least seven (7) days prior to the closing date of the announcement.

E. Application Review Information

E1. Criteria

Technical Merit - Weight 25%

Maximum Points: 0

Technical Merit. This factor assesses the technical approach of the proposed work and the probability of achieving positive results within the designated period. Assessment includes analysis of methodologies, technology, and workflows.

Societal Benefits - Weight 25%

Maximum Points: 0

Societal Benefits. This factor assesses the value of the proposed preservation products to advancing scientific understanding, enhancing environmental health, improving the knowledge base in underserved communities, and increasing economic growth and/or public safety.

Knowledge, Performance, and Experience - Weight 25%

Maximum Points: 0

Knowledge, performance, and experience. This factor considers knowledge, performance, and experience of the principal investigator and coworkers, including demonstrating the ability to successfully complete data preservation tasks, and satisfying NGGDPP reporting requirements. This factor includes the capability to provide necessary facilities and support to ensure satisfactory completion of the proposed work.

Appropriateness and Reasonableness of the Budget - Weight 25%

Maximum Points: 0

Appropriateness and reasonableness of the budget. This factor considers whether the proposed budget is commensurate with the level of effort needed to accomplish the project and reasonable relative to the value of the anticipated results.

E2. Review and Selection Process

NGGDPP proposals for Priority 1 and Priority 2 projects will be reviewed by a seven member peer panel, consisting of three state geological survey representatives, three USGS representatives, and one non-USGS representative. These panel members represent the

professional areas of science, data management, and preservation.

Evaluation Criteria. All proposals for Priority 1 and Priority 2 projects will be evaluated in accordance with the criteria listed above and the Important Guidelines and Requirements listed on pages v – vii. NOTE: To avoid conflict of interest, no panelist may vote on a proposal from his or her state geological survey or state agency, nor may any panelist discuss with other panel members his or her state’s proposal. This does not prohibit collaboration between USGS and state scientists once a grant is in place.

E3. CFR – Regulatory Information

Refer to the U.S. Geological Survey (USGS) Award Terms and Conditions for the general administrative and national policy requirements applicable to USGS awards. USGS will communicate any other program- or project-specific special terms and conditions to recipients in their Notice of Award.

E4. Anticipated Announcement and Federal Award Dates

F. Federal Award Administration Information

F1. Federal Award Notices

F2. Administrative and National Policy Requirements

See the “[DOI Standard Terms and Conditions](#)” for the administrative and national policy requirements applicable to DOI awards.

Refer to the U.S. Geological Survey (USGS) Award Terms and Conditions for the general administrative and national policy requirements applicable to USGS awards. The USGS will communicate any other program- or project-specific special terms and conditions to recipients in their Notice of Award.

Data Availability

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.315](#):

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

NGGDPP Information Products

The following information products will be required as a condition of receiving federal funds:

1. Metadata submitted to National Digital Catalog (NDC). Collection level metadata records describing the preserved materials must be submitted to the NDC. If applicable to the proposed activity, metadata for individual collection items should also be submitted. NGGDPP will provide required metadata attributes for collection level metadata, as well as upload and/or access protocols, by website no later than May 1, 2022. Metadata describing digitized geologic maps submitted to the NGMDB shall also be cataloged in the NDC.
2. If applicable, data and image files, with accompanying metadata, are uploaded to NDC.
3. If applicable, preserved digital geologic map files are submitted to the NGMDB (ngmdb@usgs.gov) with a copy to NGGDPP@usgs.gov.
4. If applicable, mineral districts and deposits compiled data files are submitted to NGGDPP (nggdpp@usgs.gov) and USMIN via Nick Karl (nkarl@usgs.gov). The accompanying metadata are uploaded to NDC.
5. If applicable, compiled drill hole/core data compiled in the borehole template with accompanying metadata are uploaded to NDC.
6. If applicable, funded recipients for Priority 2 projects shall submit the following types of information products:
 - Contact information for the technical lead(s) at the state geological survey for mineral resource matters.
 - Summary description and links to published online databases that contain credible critical mineral deposit information that would include name, location, geology, resource information on contained commodities, production information, resource or reserve estimations, ore grade, deposit type, mining history, reference citations, and other relevant information. A geospatial template is provided in Mineral Deposits/Districts templates referred in section A2, FY 2022 Priority 2 – Identify Critical Mineral Resources, to provide a common format usable for ongoing USGS mineral database development through the USMIN Project. If compiling mineral districts (polygons) the districts data will be compiled as a set; shapefile (Districts_EarthMRI_shapefile_template.zip) and excel file (Districts_EarthMRI.xlsx). Guidance is provided within the excel file. If compiling mineral deposits (points) these will be provided in the deposits excel file, Mineral Deposit Info_Attachment D.xlsx.
 - Summary description and digital access to publicly available drill core data containing relevant information to aid in identification of priority areas with potential for hosting critical mineral resources and compilation of subsurface data and resources supporting US GeoFramework Initiative. Such data would include drill core location, footage intervals with stratigraphic intercepts, depth to Precambrian basement, identification of the Precambrian basement rock, and total depth, for example. The data compiled in the borehole template at the link provided on section

A2, FY 2022 Priority 2 – Identify Critical Mineral Resources, with accompanying metadata are uploaded to NDC.

- Report that includes publicly available information on current mineral resource exploration activity in the state.
- Contributions toward focus areas includes geospatial outlines of prospective areas or geologic belts with known or suspected critical mineral resource potential along with supporting metadata information that describes the methodology used to outline the areas, and the supporting data in ArcGIS format. These data will be developed in conjunction with the USGS through the Earth MRI Critical Minerals workshops.
- Compilation of comprehensive metadata describing all reports, datasets, maps and other resources identified or used in the development of this critical mineral evaluation and prioritization of areas with critical mineral potential. The metadata records will be entered into the NDC.
- Participation in a workshop with the USGS and other state geological surveys to identify and prioritize focus areas with known or suspected critical mineral resource potential in their states. Travel costs associated with workshop participation are to be paid using this grant. In the event workshops are virtual instead of in-person, the travel funds will not be awarded.
- For the state geological surveys to participate in this funding opportunity, metadata records, including resource access information, describing Priority 2 preserved information products related to focus area definition (reports, documents, databases, data files, website addresses) must be provided to the NGGDPP by December 1, 2022. All other Priority 2 information products share the same timeline as Priority 1 information products and where applicable must use the templates provided.

7. Final Technical Report

Following project completion, all awards made under the NGGDPP will require submittal of a final technical report that must document and summarize the results of the work. The final technical report must contain:

- Cover page
 - Award Number
 - Title
 - Author and affiliation with address and zip code
 - Author's telephone number and e-mail address
 - Term covered by the award (start and end dates)
 - Submittal date of final technical report
 - Abstract
- Main body
 - Comparison of actual accomplishments to the goals established for the period.
 - If established goals were not met, explanation of circumstances and impediments.
 - Specific examples of user success stories and/or other societal benefits that highlight accomplishments in this project.

A recommended, but not required [Final Technical Report template](#) is available on the NGGDPP site with guidance within the document accessed at:

https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=FinalTechnicalReport_Template.docx .

The final technical report is limited to no more than five pages. A final technical report must be submitted within 90 days after the end of the grant performance period. Failure to submit a final technical report may hinder receipt of future NNGDPP funds. Final technical reports shall be submitted electronically to the general NNGDPP email box, nngdpp@usgs.gov. A courtesy copy shall be submitted to Margaret Eastman, USGS Contract Specialist, mrussell@usgs.gov.

F3. Reporting

Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

Significant Development Reports

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

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role

related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. USGS will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, USGS will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies USGS may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

Other Mandatory Disclosures

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including suspension or debarment.

Reporting Matters Related to Recipient Integrity and Performance

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

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First Name:

Margaret

Last Name:

Eastman

Address:

Telephone:

(703) 648-7366

Email:

mrussell@usgs.gov

G2. Program Administration Contact

For **program administration assistance**, contact:

First Name:

Last Name:

Address:

Telephone:

Email:

For questions about the NGGDPP, contact the general NGGDPP email box, nggdpp@usgs.gov, or Lindsay Powers, the NGGDPP Program Coordinator, 720.292.8595, lpowers@usgs.gov. Michaela Johnson, NGGDPP Associate Program Coordinator, Grants Program Manager, 720.250.8763, mrjohns@usgs.gov.

G3. Application System Technical Support

For **Grants.gov technical registration and submission, downloading forms and application packages**, contact:

Name:

Grants.gov Customer Support

Telephone:

1-800-518-4726

Email:

Support@grants.gov

H. Other Information

Payments

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

PAPERWORK REDUCTION ACT STATEMENT:

OMB Control Number: 1028-0087, Expiration Date: 9/30/2024

We are collecting this information in accordance with the program identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection

of information unless it displays a currently valid Office of Management and Budget (OMB) control number. Public report burden for this collection is estimated to average 45 hours per grant application and 12 hours to prepare a final technical report. Actual time for these activities will vary depending on program- specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Bureau Clearance Officer, U.S. Geological Survey, 12201 Sunrise Valley Drive, MS807, Reston VA 20192.