

**U.S. Department of the Interior
Bureau of Ocean Energy Management (BOEM)
Environmental Studies Program**

Program Announcement No. M17AS00020

BOEM FY 2017 Environmental Studies Program

CFDA No. 15.423

July 18, 2017

I. Funding Opportunity Description

The Alaska Outer Continental Shelf Region of the Bureau of Ocean Energy Management (BOEM) is offering a cooperative agreement to evaluate implications of findings from a model wave energy project for feasibility studies in other coastal regions of Alaska, including extensions onto the OCS. The study will integrate and extend offshore environmental feasibility studies to fully assess the economic viability of wave energy projects in the remote coastal community of Yakutat, Alaska, and to support a State of Alaska effort to complete the feasibility studies initiated and funded by the Alaska Energy Authority and the City and Borough of Yakutat. The demonstration project will support meeting environmental regulatory requirements and thereby evaluate the implications for projects in other waters of coastal Alaska. The mission of BOEM is to manage the exploration and development of the nation's offshore resources in a way that appropriately balances economic development, energy independence and environmental protection through oil and gas leases, and renewable energy development. The decision-making behind the management of the nation's offshore resources is supported through environmental reviews and associated studies.

Authorities: Section 1346 of the Outer Continental Shelf Lands Act (OCSLA) mandates the conduct of environmental and socioeconomic studies needed for the assessment and management of environmental impacts on the human, marine, and coastal environments which may be affected by oil and gas or other mineral development. [OCSLA Section 1345](#) authorizes the use of cooperative agreements with affected States to meet the requirements of OCSLA, including sharing of information and joint utilization of available expertise to carry out applicable Federal and State laws, regulations, and stipulations relevant to outer continental shelf operations both onshore and offshore.

Background: Alaska waters hold vast potential for tidal and wave energy development in its federal waters. The Borough and City of Yakutat and the State of Alaska sponsored a study by the Alaska Center for Energy and Power to support the development of a wave energy converter by a private company that will provide renewable energy to Yakutat. However, the Yakutat wave energy converter project requires additional data on environmental factors to assess the potential impacts and the economic viability of the development. Specific information needs include: seabed dynamics, essential fish habitat, and marine mammal habitat use in the area.

Scope of Objectives: The goal of this study is to collect scientific and technical environmental data needed to facilitate assessment of the potential environmental impacts and economic feasibility of the Yakutat Wave Energy Project. This will include improving understanding of seabed dynamics, ambient underwater noise and fish and marine mammal presence and habitat requirements in the offshore project area near Yakutat, as well as evaluating implications of findings from the model wave energy project for feasibility studies in other coastal regions of Alaska, including extensions onto the OCS.

II. Award Information

The ***total anticipated*** amount of funding is \$750,000, subject to the availability of funds. The BOEM anticipates making one cooperative agreement award in Fiscal Year 2017 for one proposal submitted under this program announcement.

Work performance under this award should start before October 1, 2017, and the proposed work must be completed no later than 30 months from the start date. Additional information regarding multi-year proposals is presented in the “Multi-Year Proposal” section below.

This Program Announcement describes the specific project that may be awarded to the universities or eligible groups identified. All awards are premised on receipt of an acceptable proposal. This is not an open solicitation for proposals.

This announcement is specifically to announce intent to undertake the following project(s):

Organization: North and West Alaska CESU – University of Alaska-Fairbanks

No other proposals are requested at this time.

The award will be a cooperative agreement (with the exception of tasks performed by Federal partners – see Eligibility Information below). This involves substantial involvement by BOEM scientists in various aspects of study development and/or study conduct.

Multi-Year Proposals:

If the proposed work is such that more than one year is required to complete the research, then a multi-year proposal is appropriate and the applicant shall write the proposal accordingly. Proposals shall clearly define the work to be completed in the first, second, and each succeeding year, and the evaluation panel reserves the option to fund only the first year of a multi-year proposal. Funding for subsequent years of a multi-year cooperative agreement is contingent upon the availability of funds and satisfactory progress demonstrated by the recipient. Progress will be determined through technical review of quarterly and annual progress reports and other work identified by the BOEM Project Officer. Funds requested for the final year of performance shall comprise a minimum of 15% of the project’s total anticipated budget request.

III. Eligibility Information

Research projects are required to have a staff member of the applying organization as the Principal Investigator. Cooperative research between interested organizations is always encouraged.

The specific project identified in Section 2 is intended for the organization or group identified. However, cooperative research (establishment of teams) is encouraged. Contributions of matching funds towards these efforts, either as cash or in-kind contributions (such as salary, equipment, etc., or a combination of both) is very strongly encouraged. Match cannot include value associated with collection costs for samples previously collected. Match value for instrumentation and other equipment should be adjusted to the period of use within the project relative to the full life cycle for the item. Written documentation for the assessed match for ship time (if applicable) shall provide a fair assessment of costs relevant to the project. Matching dollars cannot be from other federal funding sources. Further information can be located at 2 CFR 200.306.

Federal entities as partners are allowed, however the tasks performed by the Federal partner and the associated budget must be presented separately by the Federal partner. The organization's proposal and the Federal proposal should be cross referenced to each other, but each should stand alone. Other non-federal organizations may be partners and their tasks and budgets should be included in the organization's proposal.

IV. Application and Submission Information

1. Proposals must be submitted within 45 calendar days from date of posting to grants.gov.

2. Location of Application Package

All applications must be submitted through the www.Grants.gov portal at "Apply for Grants." Applicants can locate the application package by visiting the Grants.gov portal and searching on CFDA number 15.423 in the Grants.gov search engine.

The electronic submission system requires several preliminary registration steps before the actual proposal can be submitted (go to www.Grants.gov, and click on "Applicants" on top menu bar, go to "Apply for Grants", Register as an Organization or Register as an individual.

3. Content and Form of Applications

The application process begins by downloading Adobe Reader (version 9.0.0 and later) at <http://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>. *Note: The Adobe Software (Adobe Reader DC) is going through compatibility issues that may or may not affect you, Go to: Applicants tab, Adobe Software Compatibility if you experience problems*

The Adobe software will enable the applicant and all interested parties to view and complete the following required application forms:

- SF-424 Application for Federal Assistance
- SF-424a Budget Information
- SF-424b Assurances – Non-Construction Programs
- Project Narrative Form (including Proposal Cover Sheet described below)
- Budget Narrative Form
- Budget Form and Budget Justification
- GG Certification Regarding Lobbying Form
- (Complete the Optional SF-LLL Lobbying form only if lobbying has occurred)

4. Proposal Cover Sheet

The cover sheet of the proposal shall contain the following information:

Project Title:

Principal Investigator(s):

Name:

Address:

Phone:

FAX:

Email:
 Name of Organization:
 Contact information for Technical and Administrative Negotiations
 Project Status: New/Continuation
 Project Duration: (years or months)
 Proposed Start Date:
 Proposed Draft Final Report Submission Date:
 Proposed Completion Date:
 Amount Requested From BOEM:
 Amount and Sources of Non-Federal Match:
 Total Project Cost:
 Signature, Name and Contact Information of Organization's Principal Investigator and
 Co-Investigator:
 Proposal Endorsement, including Signature, Name and Contact Information of
 Sponsoring Organization or Institute Director:

5. Proposal Text

The proposal must be in 11-12 point Times New Roman, Arial, or similar font with 1" page margins. Non-conforming proposals will not be considered. The text should be no longer than 20 pages. The text for multi-year proposals may be up to 30 pages. Please include the following in the Proposal:

- a. Abstract
- b. Background/Relevance to BOEM Issues, Information Needs, and Research Topics: Give a brief introduction to the research problem. State how the proposal addresses BOEM goals. Explain why the work is important. Specify the contribution to science related to renewable energy issues, oil and gas development, or marine minerals production and the benefits that society will receive from the study. Proposals should describe why the research is important to offshore energy development issues. Provide a brief summary of findings or outcomes of any prior work you have completed in this area.
- c. Objectives/Hypotheses: Clearly define goals of the project.
- d. Methods/Analyses: Provide a clear description of planned methodologies and analyses.
- e. Data Management, Data Security and Data Archiving Plan: Provide copies of data files with metadata to BOEM in a format that meets Federal data standards (e.g., current Federal Geographic Data Committee standards). Copies shall also be archived with the National Centers for Environmental Information (NCEI), or other appropriate Federal Data Repository.
- f. For studies involving field work, or as otherwise appropriate, applicants shall provide plans for Logistics, Safety Management, and necessary Permits/Interagency coordination/Local Coordination
- g. Project management/Staffing plan: All key personnel (including graduate student workers) shall be identified by name. List the organization's Principal Investigator first, followed by the names of other individuals. Indicate the role (oceanographer, anthropologist, geochemist, field assistant, etc.) and anticipated level of effort for each participant in the project. If names of some participants are unknown at the time the proposal is first submitted, a proposal addendum with the names and vitae must be submitted prior to award.

- h. Performance Measures: Applicants shall suggest specific measures that can be used to monitor project progress, including that of sub-awardees e.g., quality and timely deliverables, timely completion of fieldwork or other project components, draft peer reviewed articles. These performance measures will be incorporated into the cooperative agreement award and reviewed as part of any continuation request.
- i. Timeline (including deliverables): Provide for submission of the draft final report six months before project end date to ensure adequate time for review, revision, and publication.
- j. Critical starting dates (e.g., for season-limited field work): Identify any critical starting dates and the reason why project success is dependent upon that start date.
- k. Project Deliverables and Planned Products: List product(s) (reports, analyses, maps, digital data, etc.) that will be delivered during the performance period. Quarterly, draft and final annual reports, and draft and final technical summaries are required. Images and data are also standard deliverables.
- l. Publication and Presentation: BOEM strongly encourages the Recipients to publish project reports in scientific and technical journals, and present results to the scientific community, appropriate professional organizations, and local, State, and Federal agencies as part of the project. These publications and meetings should be included in the proposal and budget.
- m. Bibliography: List all references cited in the text, as well as references that are relevant to the current proposal from your past work in the field.
- n. Curricula Vitae (maximum 2 pages) for each identified participant. Emphasize previous experience in the field of study that the proposal addresses.
- o. Letters of Commitment: Provide signed letters of commitment by matching funds grantors, contractors, and sub-grantees.
- p. Budget Spreadsheet: In addition to SF-424a Budget Information form in section IV.3 above, include information in a format which provides personnel, travel, services, supplies, equipment, tuition, and indirect costs on an annual basis for both the requested BOEM funds and for the anticipated match funds.
- q. Budget Justification Narrative: (see item 6 below)

6. Budget Justification Narrative

This information will provide more details than the SF-424a form (section IV.3) and will provide adequate information for the Contracting Officer to conduct a detailed analysis of the costs to determine they are reasonable, allowable and allocable. Please include the following:

- a. Salaries and Wages. List positions and rate of compensation for organization employees. If contract employees are hired, also list job titles, number of estimated hours, rate of compensation, and total time.
- b. Fringe benefits/labor overhead. 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. Provide a copy of the negotiated rate agreement with the cognizant federal audit agency for the Recipient, and all sub-grantees, if available.
- c. Tuition. Requests for funds for tuition must identify the student by name. The total compensation (including tuition funds, stipend, etc.) requested for the individual must be commensurate with the services to be performed by that individual.
- d. Lab Analyses. Briefly itemize cost of all analytical work.

- e. Supplies. Enter the cost for all tangible property. Include the cost of office, laboratory, computing, and field supplies separately. Provide detail on any specific item that represents a significant portion of the proposed amount. Provide a statement that supplies will be purchased in accordance with 2 CFR 200.318-326.
- f. Equipment. Show the cost of all special-purpose equipment necessary for achieving the objectives of the project. "Special-purpose equipment" means scientific equipment having a useful life of more than 1 year and having an acquisition cost of \$5,000 or more per item. Each item should be itemized and include a full justification and a dealer or manufacturer quote, if available.
General-purpose equipment (used also for purposes other than this project) must be purchased from the applicant's operating funds. Title to non-expendable personal property shall be vested solely with the Recipient. Under no circumstances shall property title be vested in a sub-tier recipient. Provide a statement that equipment will be purchased in accordance with 2 CFR 200.313.
- g. Services or consultants. Identify the tasks or problems for which such services would be used. List the contemplated sub-recipients by name (including consultants), the estimated amount of time required, and the quoted rate per day or hour. Sub-applicant proposals should provide cost breakdowns at the same level of detail as the Applicant's proposal. If contract employees are hired, include their total time, rate of compensation, job titles, and roles. Provide a statement that salaries will be charged at the actual rate and that the rate is comparable to others doing similar work within the organization. Note that tasks conducted by Federal partners must have a separate proposal and budget. Federal partners must be funded directly from BOEM via an intra-agency agreement, and cannot be reimbursed directly by the recipient.
- h. Travel. State the purpose of the trip and itemize the estimated travel costs to show the number of trips required, the destinations, the number of people traveling, the per diem rates, the cost of transportation, and any miscellaneous expenses for each trip. Calculations of other special transportation costs (such as charges for use of applicant-owned vehicles or vehicle rental costs) should also be shown. Applicants should include in the proposal a plan to present findings at one to two major meetings (see Section IV.5.1).
- i. Publication costs. Show the estimated cost of publishing the results of the research in the peer-reviewed literature. Include costs of drafting or graphics, reproduction, page or illustration charges, and a minimum number of reprints.
- j. Digital Images. All projects should plan to provide BOEM with no less than 20-30 digital images related to the research activity. BOEM encourages the Recipient to develop education and/or outreach materials, e.g. teacher's packet, poster, video, etc.
- k. Other direct costs. Itemize the different types of costs not included elsewhere.
- l. Total Direct Charges. Totals for items a - k.
- m. Indirect Charges (Overhead). Indirect cost/general and administrative (G&A) cost. Show the proposed rate, cost base, and proposed amount for indirect costs based on the cost principles applicable to the Applicant's organization. If the Applicant has separate rates for recovery of labor overhead and G&A costs, each charge should be shown. Provide a copy of the negotiated rate agreement with the Applicant's federal cognizant audit agency.
- n. Amount proposed. Total items l and m.

- o. Multi-year projects. The Applicant shall provide summary information as well as a detailed budget for each year. Funds requested for the final year of performance shall comprise a minimum of 15% of the project's total anticipated budget.

V. Application Review Information

Proposals will be reviewed by BOEM scientists, program managers and may also include external peer review. Reviewers have expertise in Federal offshore programs and/or the specific scientific discipline of the proposal.

Evaluation Criteria. All proposals will be evaluated in accordance with the following criteria:

Scientific Quality and Impact (20%):

Quality and clarity of hypotheses and relevance to BOEM mission.

Work Plan/Methodology (20%):

Is the strategy clear? Are the scientific objectives appropriate for proposed time frame? Are the geographic areas selected for study appropriate? Are the methods and instruments selected for research appropriate? Does the proposal address contingency plans for missed field work, equipment failure, and other problems?

Planned Products and Dissemination of Results (20%):

Are the products clearly defined? Will they be useful for environmental stewardship and offshore oil and gas and renewable energy management activities? Will sample collections and databases be properly archived and accessible to the public? Will the results be published in a peer-reviewed form?

Budget Justification and Clarity (20%):

Is staff sufficient to accomplish the proposed goals? Are field expenses, supplies, lab work, and other expenses appropriate? Are expenses adequately itemized?

Experience/Competence of Research Personnel (20%):

Have the applicants demonstrated (through bibliographic references, previous relevant experience, awards, etc.) that they are capable of doing the proposed research? Have the applicants demonstrated a thorough knowledge of the scientific problem? Have products been on schedule and within budget?

VI. Award Administration Information

The recipient is responsible for managing the day-to-day operations of the cooperative agreements and sub-awards to ensure compliance with applicable Federal statutes, regulations and policies. The recipient is also responsible for meeting the performance goals identified in the Proposal Text.

Awards based on the application submitted to, and as approved by the BOEM, are subject to the terms and conditions incorporated either directly or by reference in the following:

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) Bureau of Ocean Energy Management carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by BOEM, and are subject to the terms and conditions incorporated either directly or by reference in the following:

- Program legislation/regulation.
- Special terms and conditions.
- Code of Federal Regulations/Regulatory Requirements, as applicable (Contact the Contracting Officer with any questions regarding the applicability of the following):

2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

2 CFR Part 25 Universal Identifier and System for Award Management

2 CFR Part 170 Reporting Subaward and Executive Compensation Information

2 CFR Part 175 Award Term for Trafficking in Persons

2 CFR Part 1400 NonProcurement Debarment and Suspension

2 CFR Part 1401 Requirements for Drug-Free Workplace

2 CFR Part 1402 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

43 CFR Part 18 New Restrictions on Lobbying

2 CFR Part 182 Governmentwide Requirements for Drug-Free Workplace

Reporting

The BOEM will conduct oversight and monitoring of the work progress and financial status of each cooperative agreement by requiring the following information from the Recipient institution, at a minimum:

1. Federal Cash Transactions Reports

The Recipient must submit the Standard Form 425, Federal Financial Report and, when necessary, its continuation form if funds are withdrawn in advance of expenditures. The BOEM will use the form to monitor the cash advanced to the Recipient, and to obtain disbursement or outlay information for each cooperative agreement.

2. Performance and Financial Status Reporting Requirements

Reporting requirements for the projects are regulated by 2 CFR Part 200.

These regulations specify basic cooperative agreement reporting requirements including performance and financial reports. BOEM will work closely with the recipient to incorporate appropriate performance and financial reporting requirements into each cooperative agreement award, consistent with 2 CFR Part 200. These regulations provide some flexibility in determining the appropriate content and frequency of performance and financial reports. At a minimum, however, the reporting schedule will require the recipient to report their progress at least quarterly through the established reporting process and yearly submission of financial status reports.

3. Single Audit Requirements

Nonfederal entities that expend financial assistance funds of \$750,000 or more in Federal awards must have a single or a program-specific audit conducted for that year.

Nonfederal entities that expend less than \$750,000 in Federal awards are exempt from Federal audit requirements for that year, except as noted in Circular No. A-133.

4. Technical Reporting Requirements (to be submitted by project PI)

Quarterly Reports, Annual Progress Reports, Draft and Final Reports, and Draft and Final Technical Summaries are required. Details and format requirements are available at:

[http://www.boem.gov/ Environmental-Studies-Program-Report-Specifications/](http://www.boem.gov/Environmental-Studies-Program-Report-Report-Specifications/).

Acknowledgement of Sponsorship

The Recipients shall acknowledge Federal sponsorship in the draft and final reports by placing the following statement on the disclaimer/acknowledgement page of both reports: “Study collaboration and funding were provided by the U.S. Department of the Interior, Bureau of Ocean Energy Management, Environmental Studies Program under Agreement Number _____.”

The following disclaimer statement shall be placed on the disclaimer/acknowledgement page of both reports: “This report has been technically reviewed by BOEM, and it has been approved for publication. The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government, nor does mention of trade names or commercial products constitute endorsement or recommendation for use.”

The Recipient shall require of all investigators that all manuscripts intended to be published in journals resulting from this study shall be submitted to BOEM for review and comment prior to submittal to the journal, with final revisions remaining subject to the discretion of the author. BOEM manuscript reviews shall be conducted expeditiously, within a period of 10 business days, and in conformance with the U.S. Department of the Interior Scientific and Scholarly Integrity Policy, as outlined in the DOI Departmental Manual (Part 305: Chapter 3).

All publications and oral presentations shall contain an acknowledgement of support from BOEM under this Cooperative Agreement that reads: “Study collaboration and funding were provided by the U.S. Department of the Interior, Bureau of Ocean Energy Management, Environmental Studies Program under Agreement Number _____.”

Scientific integrity is vital to Department of the Interior (DOI) activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage DOI's reputation and ability to uphold the public's trust. All work performed must comply with the DOI Scientific Integrity Policy posted to <http://www.doi.gov/scientificintegrity>, or its equivalent as provided by their organization or State law.

VII. Agency Contacts

Grants.gov:

Technical questions concerning the application process:

Grants.gov Help Desk at:

Phone: 1-800-518-4726

Email: support@grants.gov

Program Announcement and Cooperative Agreement Questions:

Acquisition Policy and Financial Assistance Branch

Bureau of Safety and Environmental Enforcement

45600 Woodland Road, VAE-AMD

Sterling, Virginia 20166

Attn: Christy Tardiff

Phone: (703) 787-1367

Email: Christy.Tardiff@bsee.gov

Program Office:

Office of Environment – Alaska OCS Region

Bureau of Ocean Energy Management

3801 Centerpoint Drive

Anchorage, AK 99503

Phone: (907) 334-5281

Email: Heather.Crowley@boem.gov

VIII. Other Information

Extensions to the project period. Extensions are discouraged. The timely conduct of funded projects is of great importance to the achievement of the goals of the BOEM. Applicants should consider their time commitments at the time of applying for funding support. Requests for extensions will be considered on a case-by-case basis. Applicants should supply documentation supporting their request for an extension.

--End of Program Announcement M17AS00020