Wild Cervid Chronic Wasting Disease Management and Response Activities 2023 Cooperative Agreements

Fiscal Year 2023 Funding Opportunity Announcement

Funding Opportunity Number: USDA-APHIS-10028-WSNWRC00-23-0018

Publication Date: Tuesday, April 11, 2023

Application Due Date: Monday, June 12, 2023 at 11:59 PM Eastern Daylight Savings Time

Funding Opportunity: Wild Cervid Chronic Wasting Disease Management and Response Activities 2023

The United States Department of Agriculture's (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) is announcing the availability of around $5,500,000[1] in cooperative agreement funding to further develop and implement wild cervid chronic wasting disease (CWD) surveillance, testing, management, and response activities, including further development and evaluation of techniques and strategies to prevent or control CWD in wild cervids. WS intends to make at least 50 percent of the funding available for management proposals. The remaining funds may be awarded to applied research or management proposals.

USDA APHIS Wildlife Services (WS) is also announcing the availability of around $500,000 in cooperative agreement funding for a separate funding opportunity for the control and prevention of CWD in wild cervids under the title "FY23 Tribal Nations Wild Cervid CWD Opportunities." These funds will be made available for Federally recognized Native American Tribal governments. Once posted, applicants can find this funding opportunity information on the ezFedGrants website or the Grants.gov website by searching this title, the Catalog of Federal Domestic Assistance Number (CFDA) Number 10.028, or the Funding Opportunity Number USDA-APHIS-WSNWRC00-23-0019.

USDA APHIS Veterinary Services (VS) is announcing a separate funding opportunity for the control and prevention of CWD in farmed cervids under the title "FY23 Farmed Cervid CWD Management and Response Activities." Applicants can find this funding opportunity information on the ezFedGrants website or the Grants.gov website by searching this title, the CFDA number 10.025, or the Funding Opportunity Number USDA-APHIS-10025-VSSPRS00-23-0058.

SYNOPSIS

Funding Opportunity Title: FY23 Wild Cervid CWD Management and Response Activities

Funding Opportunity Number: USDA-APHIS-10028-WSNWRC00-23-0018

Funding Type: Cooperative Agreement

Catalog of Federal Domestic Assistance (CFDA)/Assistance Listing Number and Title: 10.028, Wildlife Services

Application Due Date: Proposals must be received through ezFedGrants by Monday, June 12, 2023 at 11:59 PM Eastern Daylight Savings Time. Proposals received after this deadline will not be reviewed or considered for funding. Submissions through Grants.gov will not be accepted.

Funding Opportunity Description: In this 2023 announcement, APHIS WS will make available $5,500,000 in funds to control and prevent chronic wasting disease (CWD) in wild cervids, including the development and/or implementation of CWD surveillance, testing, management, and response activities.

[1] While USDA APHIS WS plans to provide around $5,500,000 to support cooperative agreements with eligible applicants to prevent or control CWD, this amount may increase or decrease based on changes to the Fiscal Year 2023 Congressional appropriations language and directions.

Eligible Applicants: This competitive opportunity is open to the following entities: State departments of agriculture; State animal health agencies; State departments of wildlife or natural resources; Federally recognized Native American Tribal governments[2] and Native American Tribal organizations or universities[3] representing Federally recognized Native American Tribal governments[2]; and research institutions[4] and universities[3]. State agencies and Tribes, or in the case of Native American Tribal organizations or universities[3], the Native American Tribal governments they are representing, must have regulatory oversight or direct responsibility for wild cervids to be eligible.

Cost Sharing: Although cost sharing is not required, APHIS WS may take an eligible entity's ability to contribute non-Federal funds for proposed activities into consideration.

[2] Federally recognized Native American Tribal governments are listed on the Bureau of Indian Affairs, Interior; Indian Entities Recognized by and Eligible To Receive Services From the United States Bureau of Indian Affairs website.

[3] Universities includes the 1994 Tribal colleges and universities, the 1890 land-grant institutions, land-grant colleges and universities, and other accredited universities.

[4] Research institute is an establishment founded for conducting research that has published peer reviewed articles in the field and that currently employs one or more investigators who will work on the project with relevant experience in applied research on the transmissible spongiform encephalopathies.

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A. PROGRAM DESCRIPTION

Awarding Agency Name: USDA APHIS WS

Funding Opportunity Title: FY23 Wild Cervid CWD Management and Response Activities

Announcement Type: Initial Announcement

Funding Opportunity Number: USDA-APHIS-10028-WSNWRC00-23-0018

CFDA/Assistance Listing Number: 10.028, Wildlife Services

Key Dates: Proposals must be received through ezFedGrants by Monday, June 12, 2023 at 11:59 PM Eastern Daylight Savings Time. Proposals received after this deadline will not be reviewed or considered for funding. Submissions through Grants.gov will not be accepted.

The performance period will begin on or before September 30, 2023 and should end no later than twelve months after the start date. There is an allowance of a one-time extension request of the performance period up to twelve months to complete the project, assuming there is no increase in funding requested. This request must be submitted in accordance with the Terms and Conditions for APHIS awards in order to be considered.

Applicants can find the funding opportunity information on ezFedGrants or Grants.gov by searching the CFDA Number **10.028** or the Funding Opportunity Number **USDA-APHIS-10028-WSNWRC00-23-0018.**

For general information on the wild cervid CWD program and previous funding opportunities visit: USDA APHIS | Wildlife Services.

A.1 FUNDING OPPORTUNITY DESCRIPTION

This funding opportunity is provided to control and prevent CWD in wild cervids, including the development and/or implementation of CWD surveillance, testing, management, prevention, and response activities.

APHIS WS anticipates awarding around $5,500,000 in funds for the following entities, State departments of agriculture; State animal health agencies; State departments of wildlife or natural resources; Federally recognized Native American Tribal governments and Native American Tribal organizations or universities representing Federally recognized Native American Tribal governments; and research institutions and universities.

An eligible applicant may submit multiple proposals for this funding opportunity, requesting up to $250,000 per proposal for activities to control and prevent CWD in wild cervids. Applicants who wish to submit multiple proposals must submit each proposal as a separate proposal package.

The overall objectives of the funding opportunity are to control, manage, and/or prevent CWD in wild cervids. Through this funding opportunity, APHIS WS is soliciting collaborators who will further develop and implement wild cervid CWD surveillance, testing, management, prevention, and response activities, including the use of funds for providing the information or tools needed to control and prevent CWD.

Funds may also be provided for applied research[5] to further develop and evaluate; tools, techniques, and strategies for preventing and controlling CWD in wild cervids.

A.2 FUNDING PRIORITIES

Eligible applicants are encouraged to develop project proposals that directly support at least one of the five funding priorities described below:

1. **Improve the management of CWD-affected wild cervid populations.** For the purpose of this priority, management means effectively **controlling** CWD in affected cervid populations or **preventing** the introduction or spread of CWD from affected or endemic populations to non-affected wild cervid populations by implementing or improving upon current guidance, such as the Association of Fish and Wildlife Agencies (AFWA) Best Management Practices.

   Examples of activities that may be included under this priority are: detection and prevention of CWD in wild cervid populations not currently affected with CWD; ***increasing capacity and reporting for CWD testing in wild cervids****; increase disease detection, investigation, and/or response; the development and use of novel CWD tests in wild cervids; epidemiology and risk analysis; wild cervid movement monitoring and control (traceability); identification and investigation of treatment options for CWD; wild cervid population management; sample collection training programs for personnel collecting samples; surveillance of CWD in wild cervids; prevention of CWD in wild cervid populations currently affected with CWD; or test result reporting to APHIS.*

2. **Improve the management of wild cervid CWD-affected areas.** For the purpose of this priority, management means managing the environment to effectively control CWD in wild cervid affected areas (CWD endemic areas) to control or prevent the spread of CWD by implementing or improving upon current guidance, such as the AFWA Best Management Practices.

   Examples of activities that may be included under this priority are: development and use of novel CWD tests for environmental testing; environmental decontamination; wild cervid carcass and waste management; identification and investigation of treatment options for CWD; or investigating the role of scavengers or predators in CWD transmission to or within wild cervid populations and/or managing these risks.

3. **Conduct research on amplification assays in wild cervids and other new test methods.** Amplification assays are test methods that identify CWD by amplifying small amount of prion protein to levels that are detectable [e.g., Protein Misfolding Cyclic Amplification (PMCA), real-time quaking induced conversion (RT-QuIC)]. Specifically, this funding opportunity is interested in novel proposals which further the use of amplification assays as diagnostic or environmental tests.

[5] Applied CWD research attempts to find practical solutions to solve a specific problem(s) such as the ability to detect, prevent, or manage CWD.

Examples of activities that may be included under this priority are: development of new amplification assays or the expanded use of amplification assays for novel sample types and applications.

4. **Development and/or application of predictive genetics for wild cervids.** Research to support the use of genetics to determine and understand the susceptibility of wild cervids to CWD on the landscape. Current and ongoing research supports the use of whole genome predictive genetics to determine the susceptibility of cervids to CWD, which may provide the foundation for a genomics based CWD control or eradication program in the future.

   Examples of activities that may be included under this priority are: evaluation of predictive genetics in wild cervids affected with CWD or located in CWD endemic areas to prevent or reduce the incidence of CWD.

5. **Develop and/or deliver educational outreach materials or programs to wild cervid stakeholders or Tribal entities.** For purposes of this priority, educational outreach means the methods, processes, or actions that provide education and facilitate learning of critical knowledge necessary to control and/or prevent CWD and it's spread in wild cervids, including the study of human dimensions on CWD prevention and control. Behavioral messaging research may also be included as part of an outreach program.

Note: Any other proposed projects or activities that would further develop and implement wild cervid CWD control, prevention, surveillance, testing, management, and response fall within the scope of activities for this funding opportunity. While proposals within this scope that do not fall under the priorities above would receive a lower score than a proposal of equal quality that do, they will be reviewed and may score sufficiently for funding.

A.3 OTHER FUNDING CONSIDERATIONS

Each proposal should describe how the project will leverage existing resources through partnerships with local, State, and/or Federal government agencies[6], Federally recognized Native American Tribal governments and Native American Tribal organizations, industry organizations, professional associations, producer groups, institutes of higher education and/or non-profit organizations with direct and/or significant interest in the control or prevention of CWD in wild cervids. Successful projects will meet the criteria described in Section E.1.

While all proposals meeting the administrative eligibility criteria listed in Section C.4 will be considered for funding, APHIS WS may give priority to management proposals submitted by an eligible applicant (1) in a state or Tribal land that has either experienced recent incidents of CWD in wild cervids or that have wild cervid populations bordering a CWD endemic area; and, (2) has a State or Tribal CWD control program that includes, but is not limited to, monitoring and surveillance, or that proposes to create a control program. **Eligible applicants not meeting these criteria are encouraged to apply and their proposals will be considered for funding.**

[6] Due to strict requirements around the distribution of funds to Federal agencies across fiscal years, sub-awarding this funding (any payments) to Federal agencies may not be included in the APHIS share of the Financial Plan. Recipient may use funds from non-federal sources to pay for services from Federal agencies; If applicable, such expenses should be listed in the recipient share in the Financial Plan.

Applicants should describe the anticipated involvement by APHIS personnel needed to complete the proposed activities in the Work Plan and Financial Plan (excluding personnel to administer or oversee the cooperative agreement). APHIS WS intends to collaborate with recipients when requested to successfully complete activities funded via this opportunity; however, due to the limited availability of personnel, APHIS encourages proposals that are not contingent on APHIS participation where possible, unless participation was agreed upon during the development of the proposal.

A.4 ALIGNMENT WITH USDA APHIS GOALS

The mission of APHIS is to protect the health and value of American agriculture and natural resources. APHIS works in a variety of ways to protect and improve the health and quality of our nation's animals by taking steps to prevent, control, and eliminate those diseases and conditions facing animals today.

This funding opportunity supports the overall mission of USDA, which is "To serve all Americans by providing effective, innovative, science-based public policy leadership in agriculture, food and nutrition, natural resource protection and management, rural development, and related issues with a commitment to deliverable equitable and climate-smart opportunities that inspire and help America thrive", and USDA Strategic Goal 2 – Ensure America's Agricultural System is Equitable, Resilient, and Prosperous. Specifically, this funding opportunity supports the following USDA APHIS Strategic Goals:

USDA APHIS Strategic Goal 2: Safeguard American agriculture.

Objective 2.2: Manage plant and animal pests and diseases once established in the United States to promote plant and animal health.

> Tactic: Collaborate with industry, Tribes, and States to develop approaches that take advantage of best management and husbandry practices to minimize the damage and spread of plant and animal diseases.

Objective 2.4: Manage conflicts caused by wildlife, detect, and control wildlife disease, and protect agriculture and natural resources.

> Tactic: Develop and implement science-based, effective, and practical methods and new technology for eliminating and managing wildlife damage and threats posed by diseases to agricultural resources, livestock, property, human health and safety, and natural resources. Emphasize the development of methods that present a low environmental burden and a high degree of species-specificity.

Objective 2.6: Provide and coordinate timely diagnostic laboratory support and services.

> Tactic: Provide leadership and coordinate with other partners on diagnostic techniques, assays, and new technologies including scientific computing to support greater use of genomics and bioinformatics.

A.5 LEGISLATIVE AUTHORITY

Under the Act of March 2, 1931, (46 Stat. 1468-69; 7 USC Parts 8351-8352, as amended), and the Act of December 22, 1987 (Public Law No. 100-202, Part101(k), 101 Stat. 1329-331, 7 USC Part 8353), the Secretary of Agriculture may conduct a program of wildlife services with respect to injurious animal species and take any action the Secretary considers necessary in conducting the program. Additionally, the Secretary of Agriculture, except for urban rodent control, is authorized to conduct activities to control

nuisance mammals and birds and those mammal and bird species that are reservoirs for zoonotic diseases. In carrying out a program of wildlife services involving injurious and/or nuisance animal species or involving mammal and bird species that are reservoirs for zoonotic diseases, the Secretary is authorized to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions.

Under the Animal Health Protection Act (AHPA), as amended, (7 USC § 8301 et seq.), the Secretary of Agriculture is authorized to issue regulations and orders and to carry out operations and measures to prevent, detect, control, and eradicate diseases and pests of livestock and to cooperate with other Federal agencies, States or political subdivisions of States, national governments of foreign countries, local governments of foreign countries, domestic or international organizations, domestic or international associations, Indian Tribes, and other persons to carry out the purposes of the AHPA.

Pursuant to 7 USC Part 2279 (g) and, notwithstanding Chapter 63 of Title 31, APHIS is authorized to use cooperative agreements or grants to reflect a relationship with a state or other recipient to carry out programs to protect the nation's animal and plant resources or to carry out educational programs or special studies to improve the safety of the nation's food supply.

B. FEDERAL AWARD INFORMATION

Total Amount to be Awarded: APHIS WS anticipates awarding around $5,500,000 in funds to support projects that address the funding priorities described in Section A.2.

Type of Assistance Instrument: Awards will be funded via cooperative agreements. Cooperative agreements include substantial involvement by APHIS WS to assist in the completion of the goals and objectives of the work. Grants are used when a recipient will be performing all of the work without the substantial involvement of APHIS WS.

Anticipated Awards: APHIS WS anticipates awarding approximately 40 cooperative agreements and typically ranges from $50,000 to $250,000 each. The average wild cervid award in 2022 was $140,510 across twenty-nine proposals.[7] Based on reviewer recommendations, APHIS WS may adjust the amount of funds awarded to a project. In these cases, applicants may accept or decline the offered award. If accepted, applicants must submit a revised proposal package that aligns with the amount awarded and addresses reviewer concerns, as applicable. APHIS WS will provide additional guidance to applicants in these situations. There is no commitment by USDA to fund any particular application or to make a specific number of awards.

Anticipated Award Start Date: The performance period will begin on or before September 30, 2023.

Period of Performance: Projects must be completed no later than twelve months after the start date. Funding will not be allowed, nor activities approved to occur, outside of the period of performance. There is an allowance of a one-time extension request of the performance period up to twelve months to

[7] Recipients wishing to continue work or build on projects funded in prior years that are either complete or will be complete by the proposed period of performance may submit proposals to this opportunity. Recipients wishing to continue work on projects funded in prior years which are not complete, and have not been extended previously, should submit a no-cost extension per the Terms and Conditions for APHIS awards or by contacting the APHIS WS Program Manager rather than submitting a proposal to this opportunity.

complete the project, assuming there is no increase in funding requested. This request must be submitted in accordance with the Terms and Conditions for APHIS awards in order to be considered.

Competitive Process: This is a competitive funding opportunity. Proposals will be evaluated by a team of reviewers who will recommend proposals for funding based on the merits of the proposal as outlined in Section E.2. Recipients are not pre-determined. Final funding decisions are at the discretion of APHIS WS.

Cost Sharing: Although cost sharing is not required, APHIS WS may take into consideration an eligible entity's ability to contribute non-Federal funds to carry out a cooperative agreement. Additional information on cost sharing is outlined in Section C.2.

Collaboration with Federal Agencies: Due to strict requirements around the distribution of funds to Federal agencies in cooperative agreements across fiscal years, sub-awarding this funding (any payments) to Federal agencies may not be included in the APHIS share of the Financial Plan. Recipient may use funds from non-federal sources to pay for services from Federal agencies; if applicable, such expenses should be listed in the recipient share in the Financial Plan.

B.1 COST GUIDANCE

Each applicant must submit a detailed Financial Plan that provides sufficient information to determine the costs for each of the proposed project activities and objectives.

Allowable costs must be reasonable, allocable, and necessary to the project. Office of Management and Budget (OMB) cost principles (2 CFR Part 200 Subpart E) must be used to determine whether a cost can be charged to the project and, if so, the extent to which it can be charged. Funds are intended to complement and build upon activities associated with other APHIS cooperative programs or grants geared toward controlling or preventing CWD in wild cervids.

Allowable uses of cooperative agreement funds include, but are not limited to, activities, equipment, supplies, and services needed to complete approved program activities that support the priorities and considerations described in Section A.2. This may include:

- *Equipment.* The Federal definition of equipment is tangible personal property (including information technology systems) having a useful life of more than one year and a per unit value of $5,000 or more, unless the applicant's definition of equipment is more restrictive.
- *Information technology systems.* The term "information technology," defined in 2 CFR Part 200.1 includes, but is not limited to, computers, network, and ancillary equipment, software, firmware, and similar procedures, services (including support services), and related resources. This also includes any equipment, interconnected system(s), or subsystem(s) of equipment that is used in the automatic acquisition, storage, manipulation, movement, control, display, switching, interchange, transmission, or reception of data or information.
- *Outreach materials.* Whenever possible, existing publications or audiovisuals, referred to as outreach materials, should be used. A draft of any publications or audiovisuals produced with cooperative agreement funds for public use must be reviewed and approved by APHIS WS, the Office of the Deputy Administrator, and the Office of Legislative and Public Affairs. A determination will be made if the USDA logo may be used and APHIS' participation in the project may be acknowledged. Please allow a minimum of four weeks for review and approval of materials (pamphlets, flyers, posters, etc.). **Note:** Approval must be obtained prior to printing.

- *Personnel.* APHIS will allow costs for salaries and wages provided the total compensation to individual employees is reasonable for the work performed, conforms to the established policy of the organization, and is consistently applied to Government and nongovernment activities.
- *Travel.* Funds may be requested for field work, trainings, attendance at meetings and conferences, and other travel costs associated with the proposed work. Recipients should follow their State's written travel policies when calculating travel costs. If there is no travel policy, Federal per diem rates should be used in the calculation of travel costs.

Project funds must be obligated by the recipient during the performance period identified in the Award Face Sheet. Reimbursement of costs outside of the performance period identified in the Award Face Sheet will not be reimbursed.

Funds **may NOT be used** for the following:

- Land acquisition
- Compensation for Federal Employees
- Travel of Federal Employees
- Federal subawards (any payment to Federal entities) unless paid from the recipients share
- Construction and/or major rehabilitation of buildings
- Bonuses or commissions
- Fundraising
- Meeting, conference, symposia, or workshop honoraria, which is payment to individuals or guests other than for documented professional services
- Vehicle purchases or leases
- Positions funded by other Federal cooperative agreements or grants
- International travel
- Projects or activities associated with APHIS-State-Industry cooperative program activities already funded via USDA APHIS annual cooperative agreements
- Promotional, outreach, or giveaway items such as calendars, rulers, pens, pencils, squishy balls, cups, refreshments, etc.

Nothing in this section prevents an eligible entity from using funds received to enter into sub-agreements with another eligible entity, University, or nonprofit entity or to reimburse a Tribe, state, or local agency for services rendered, such as animal depopulation or testing.

C. ELIGIBILITY INFORMATION

C.1 ELIGIBLE APPLICANTS

The following entities are eligible for funding through this opportunity:

1. State departments of agriculture
2. State animal health agencies
3. State departments of wildlife or natural resources

4. Federally recognized Native American Tribal governments[8] and Native American Tribal organizations or universities[9] representing Federally recognized Native American Tribal governments
5. Research institutes[10] and universities[9]

NOTES:

State agencies and Tribes or in the case of Native American Tribal organizations or universities the Native American Tribal governments they are representing, must have regulatory oversight or direct responsibility for **wild cervids to be eligible.**

Research institutes or universities submitting a study that includes field work with regulated cervids must **submit** a letter indicating support, cooperation, or no objection from the wild cervid regulatory authority for the state(s) involved to be considered for funding.

This list does not preclude award recipients from collaborating with other entities who may have direct and significant interest in the control or prevention of CWD in wild cervids, such as land grant or other universities, State or national livestock, wildlife, sporting groups, conservation organizations, or a Federal Agency. **Any application with a proposed subaward over $10,000 must complete an additional Financial Plan for the subaward portion as part of the proposal package.**

C.2 COST SHARING OR MATCHING

Cost sharing and matching is defined in 2 CFR Part 200.1 as a "portion of the project costs not paid by Federal funds or contributions (unless otherwise authorized by Federal statute)." For additional information on cost share please reference 2 CFR Part 200.306.

Although cost sharing is not required, APHIS WS may take an eligible entity's ability to contribute non-Federal funds to carry out such a cooperative agreement into consideration but shall not require an eligible applicant to make a contribution as a condition to enter into a cooperative agreement.

If applicable, applicants should describe cost-share or in-kind funding for the project. Once the cooperative agreement is accepted and finalized, the cost share becomes legally binding, and the recipient will be required to meet the cost share ratio.

C.3 OTHER CRITERIA FOR ELIGIBILITY

All applicant organizations must have at least two users registered in ezFedGrants, a Grants Administrative Officer and a Signatory Official, in order to successfully submit a proposal package. This system will be used for all stages of the funding opportunity process, including submitting the proposal package, signing the cooperative agreement, and submitting reports.

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[8] Federally recognized Native American Tribal governments are listed on the Bureau of Indian Affairs, Interior; Indian Entities Recognized by and Eligible To Receive Services From the United States Bureau of Indian Affairs website.

[9] Universities includes the 1994 Tribal colleges and universities, the 1890 land-grant institutions, land-grant colleges and universities, and other accredited universities.

[10] Research institute is an establishment founded for conducting research that has published peer reviewed articles in the field and that currently employs one or more investigators who will work on the project with relevant experience in applied research on the transmissible spongiform encephalopathies.

Applicants will be checked against the System for Award Management (SAM) to ensure they have not been disbarred or suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency. See Section D.3.

An eligible applicant may submit multiple proposals for this funding opportunity, requesting up to $250,000 per proposal for activities to control or prevent CWD in wild cervids. Applicants who wish to submit multiple proposals must submit each proposal as a separate proposal package.

C.4 ADMINISTRATIVE ELIGIBILITY CRITERIA

Proposal packages must meet these initial screening criteria to be considered for further review. Proposals that do not meet these criteria will not be considered. Applicants should refer to Appendix 1: Wild Cervid Funding Opportunity Criteria for a full list of both the Administrative Eligibility Criteria and the Evaluation Criteria for this opportunity.

1. Proposals must be received by the deadline. Proposals received after the established deadline will not be reviewed or considered.
2. Proposals must be submitted by an eligible applicant.
3. Proposals should address at least one of the funding priorities or fall under the scope of activities described in Section A.2.
4. All required documents and forms listed in Section D.2 must be included in the proposal package and comply with the submission instructions described in Section D. Any proposal package with missing or significantly incomplete documents or forms may not be considered for review, resulting in a rejected proposal.
5. Proposals must be consistent with allowed use of funds guidance. Proposals that do not align with the cost guidance described in Section B.1 of this announcement may not be considered for review, resulting in a rejected proposal.
6. Timeline must be reasonable to complete objectives within 12 months. If the proposal is designed to run more than 12 months, it will be rejected.
7. Research or methods development proposals only:
    a. Project must focus on applied research[11]. Proposals without a clearly defined application will be rejected.
    b. Timeline must be reasonable to complete objectives within 12 months. If the proposal is designed to run more than 12 months, it will be rejected.
    c. The principal investigator must clearly demonstrate evidence of necessary technical background and facilities to conduct the proposed project. Demonstrated evidence of technical background may include relevant peer reviewed publications and/or technical reports.
    d. If the project involves working with the CWD agent (i.e., infectious CWD prions) and/or known positive tissues or other biological samples from known CWD positive animals, the investigator must submit a copy of their current CWD Controlled Materials, Organisms

[11] Applied CWD research attempts to find practical solutions to solve a specific problem(s) such as the ability to detect, prevent, or manage CWD.

and Vectors permit issued by APHIS VS to work with CWD in their facility with the proposal package.

e. If the work involves live animals the Institutional Animal Care and Use Committee (IACUC) approval of the project must be included in the proposal package.

D. APPLICATION/PROPOSAL AND SUBMISSION INFORMATION

An eligible applicant may submit multiple proposals for this funding opportunity, requesting up to $250,000 per proposal for activities to control or prevent CWD in wild cervids. Applicants who wish to submit multiple proposals must submit each proposal as a separate proposal package.

Multiple proposals from a single eligible entity may be selected for funding with the applicant receiving a total award greater than $250,000, provided the additional awarded proposal(s) is significantly superior in reviewer scoring when ranked against other proposal packages.

Applicants should refer to Appendix 2: Wild Cervid Proposal Checklist and Tips for initial steps to take when developing a proposal.

D.1 OBTAINING AN APPLICATION/PROPOSAL PACKAGE

All application materials are available through this announcement and through ezFedGrants.

If assistance is needed with locating application materials, please reach out to APHIS-WS.CWD_Agreements@usda.gov at least 72 hours prior to the application deadline.

D.2 CONTENT AND FORM OF THE APPLICATION/PROPOSAL PACKAGE

The proposal package must include the following:

- ☐ SF-424, "Application for Federal Assistance" – Completed when applying to the Opportunity in ezFedGrants
- ☐ SF-424A, "Budget Information – Non-Construction Programs" that matches the submitted Financial Plan – Completed when applying to the Opportunity in ezFedGrants
- ☐ Certification Regarding Lobbying (for Federal Assistance greater than $100,000)
- ☐ SF-LLL, "Disclosure of Lobbying Activities" (for Federal Assistance greater than $100,000 when there are activities to disclose)
- ☐ Waiver or approval response letter from the State's Single Point of Contact (SPOC) if the applicant is in a state that is required to comply with Executive Order 12372, Intergovernmental Review of Federal Programs (See Section D.5 for additional information)
- ☐ Copy of the current, signed Negotiated Indirect Cost Rate Agreement, if indirect costs are claimed
- ☐ Wild Cervid Proposal Work Plan (See Appendix 3 Wild Cervid Proposal Work Plan Template below)
- ☐ Wild Cervid Proposal Financial Plan (See Appendix 4 Wild Cervid Proposal Financial Plan Template below)
- ☐ For research proposals working with the CWD agent (i.e., infectious CWD prions) and/or known positive tissues or other biological samples from known CWD positive animals, copy of a current APHIS CWD Controlled Materials, Organisms and Vectors permit for the possession and handling

of known CWD positive samples or tissues from known CWD positive animals, if these samples are to be used for the proposed work.

- ☐ For research proposals involving interactions with live animals, documentation of IACUC approval.
- ☐ Research institutes or universities submitting a study that includes field work with regulated cervids must **submit** a letter indicating support, cooperation, or no objection from the appropriate cervid regulatory authorities for the state(s) involved to be considered for funding.

Applicants should refer to the Appendix 2: Wild Cervid Proposal Checklist and Tips when preparing a proposal package for submission. Any proposal package with missing or significantly incomplete documents or forms will not be considered for review, resulting in a rejected proposal.

Letters of support are not required but may be included in the proposal package. Applicants should not request letters of support from APHIS employees; however, informal discussions are encouraged.

Project Proposal Work Plan

Applicants must submit a Work Plan and include all of the information outlined in the Wild Cervid Proposal Work Plan Template available in Appendix 3: Wild Cervid Proposal Work Plan Template. Applicants are encouraged, but not required, to use the Wild Cervid Proposal Work Plan Template. Work Plans using this template may not exceed twenty pages in 12-point font. Work Plans that do not use the template may not exceed ten pages in 12-point font. If a work plan exceeds the page limit the extra pages may not be evaluated. The use of diagrams, visuals, and reference sheets, as well as any letters of collaboration from contributors, will not count toward the page limitations.

Work Plans should address at least one of the funding priorities or the scope of activities described in Section A.2 with individual objectives directed toward wild cervid management or research. Applicants are encouraged to submit separate proposals for each priority provided the objectives or activities are not dependent on all proposals being selected for funding. Submitting separate projects in a single proposal may result in an activity that would have scored high enough to be funded individually but not scoring well due to another activity in the proposal resulting in scoring poorly or being unacceptable. If multiple priorities are addressed within a single Work Plan, applicants should specify which funding priority is addressed for each objective.

Project Proposal Financial Plan

Applicants must submit a Financial Plan that clearly identifies the costs associated with the proposed activities for each objective listed in the Work Plan and include all of the information outlined in the Wild Cervid CWD Proposal Financial Plan Template available in Appendix 4: Wild Cervid Proposal Financial Plan Template. Applicants are encouraged, but not required, to use the Wild Cervid Proposal Financial Plan Template. Financial Plans must match the required SF-424A submitted through ezFedGrants, and provide additional details as necessary. When preparing a Financial Plan, applicants must comply with the cost guidance and funding restrictions described in Section B.1.

D.3 UNIQUE ENTITY IDENTIFIER (UEI) AND SYSTEM FOR AWARD MANAGEMENT (SAM)

All applicants are required to register in SAM prior to submitting a proposal for this funding opportunity, provide a valid unique entity identifier (UEI) in the application, and maintain an active SAM registration with current information at all times during the application process and award period of performance (2

CFR Part 200.206).[12] To register, go to the SAM website. During the SAM registration process, it is mandatory to complete the Financial Assistance Certification Report in order to receive federal financial assistance. Please allow a minimum of 5 days to complete the SAM registration. Registration is free. Frequently Asked Questions, User Guides, Demonstration Videos, etc. can be found at the SAM website, under the "Help" tab.

Your organization will need a UEI which is a 12-character alphanumeric ID assigned to an entity by SAM.

During the application package review process, APHIS will conduct a risk assessment. All applicants will be verified in SAM to ensure they have not been disbarred or suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency. APHIS may not make a Federal award to an applicant until the applicant has complied with all applicable UEI and SAM requirements.

If an applicant has not fully complied with these requirements by the time APHIS is ready to make a Federal award, APHIS may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

When the anticipated total Federal share exceeds the simplified acquisition threshold, APHIS is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM before issuing the award. An applicant, if desired, may review and comment on any information about their organization that a Federal awarding agency previously entered and is currently in the designated integrity and performance systems accessible through SAM. APHIS will consider any comments provided by the applicant, in addition to the other information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the risk assessment.

D.4 SUBMISSION DATES AND TIMES

All proposals must be completed and received electronically through ezFedGrants no later than **Monday, June 12, 2023, 11:59 PM Eastern Daylight Savings Time**. The electronic date and time stamp ezFedGrants will be used to determine whether proposals were received before the deadline. Submissions through Grants.gov will not be accepted.

We understand unanticipated issues can arise; therefore, we urge applicants to submit their application package early to allow time to address any complications. If you are experiencing technical difficulties, please reach out to APHIS-WS.CWD_Agreements@usda.gov at least 72 hours prior to the deadline for assistance. Any proposal package with missing or significantly incomplete documents or forms may not be considered for review, resulting in a rejected proposal.

Applicants should refer to Appendix 2: Wild Cervid Proposal Checklist and Tips to ensure that all documents are included prior to submission of the proposal package.

[12] Unless the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d).

D.5 INTERGOVERNMENTAL REVIEW

The Intergovernmental Review Process (CFDA 10.028) is subject to Executive Order 12372, "Intergovernmental Review of Federal Programs". Awards will not be made until this process has been completed in the applicable states.

Names and addresses of States' Single Point of Contact (SPOC) are listed at: https://www.aphis.usda.gov/mrpbs/fmd/downloads/spoc_list.pdf. Please reach out to your State's SPOC for additional information on your specific State requirements.

For those applicants that have this process in their State, submit your application to the SPOC simultaneously to submitting to APHIS WS. A copy of the SPOC waiver or approval letter will be required at the time the award is made. Upload the waiver or approval response letter from the SPOC to your proposal package in ezFedGrants to fulfill this requirement. Failure to meet this requirement will result in a rejection of your application.

D.6 FUNDING RESTRICTIONS

Project funds are only available during the period of performance and must be obligated by the recipient within twelve months from the date the funds are made available by APHIS WS (the beginning date of the period of performance on the Award Face Sheet) unless otherwise stated in the Award Face Sheet. Any expenses prior to the beginning date or after the end date of the period of performance will not be reimbursed. Construction is not authorized and see Section B.1 for a list of unauthorized uses of funds.

Applicants must submit a copy of their fully executed current Negotiated Indirect Cost Rate Agreement, negotiated with their recognized Federal Agency, when indirect costs are assessed in the budget. Indirect costs for any sub-award must be disclosed.

Higher education institutions and non-profit organizations' assessment of indirect costs is limited to not more than ten percent of total direct costs or the application of their approved Negotiated Indirect Cost Rate Agreement, whichever is less.

Due to strict requirements around the distribution of funds to Federal agencies across fiscal years, sub-awarding this funding (any payment) to Federal agencies may not be included in the APHIS share of the Financial Plan. Recipients may use funds from other sources to pay for services from Federal agencies; if applicable, such expenses should be listed in the recipient share in the Financial Plan.

Please refer to the cost guidance in Section B.1 for additional information on funding restrictions and limitations.

D.7 OTHER SUBMISSION REQUIREMENTS

Only electronic submissions of proposals through ezFedGrants will be accepted. The ezFedGrants system requires registration, during the registration process you will select a password that will be required to log in to the system. Hard copy proposals and submissions through Grants.gov will not be accepted. APHIS complies with the Section 508 of the Rehabilitation Act of 1973.

Applicants experiencing technical difficulties should reach out to APHIS-WS.CWD_Agreements@usda.gov at least 72 hours prior to the application deadline of Monday, June 12, 2023, 11:59 PM Eastern Daylight Savings Time for assistance. Proposals received after the deadline will not be reviewed or considered.

E. APPLICATION REVIEW INFORMATION

E.1 EVALUATION CRITERIA

APHIS WS will use the following criteria to evaluate proposals during the review process. Applicants should consider the criteria when preparing the proposal package. Applicants should refer to Appendix 1: Wild Cervid Funding Opportunity Criteria for a full list of both the Administrative Eligibility Criteria and the Evaluation Criteria for this opportunity. **NOTE:** Proposed activities must align with current Federal, State, and Tribal regulations.

Evaluation Criteria

1. **Addresses the Priorities and Requirements in the Announcement**. This criterion assesses the extent to which the proposal strongly supports and clearly addresses one or more of the priorities identified in Section A.

    a. **Strong and direct support for at least one of the funding priorities.** This criterion assesses the extent to which the proposed activities directly address a concern identified in at least one of the funding priorities, as well as the extent to which the expected outcomes and deliverables will strongly support the funding priority area of concern.

    b. **Strong and direct support for the overarching goal of the funding priority.** This criterion assesses the extent to which the expected outcomes and deliverables will support the overarching goal of the funding opportunity, which is to control or prevent CWD in wild cervids, including the development and/or implementation of CWD surveillance, testing, management, and response activities.

    c. **The degree to which a proposal complements and builds upon existing activities.** This criterion assesses the extent to which the proposal demonstrates an awareness of current concerns, knowledge gaps, and activities conducted by other entities, avoids research redundancy, and considers the regulations related to the funding priority topic, if applicable.

        NOTE: For management proposals, effective strategies that have been successfully implemented by other entities are not considered redundant when being repeated in or expanded to new areas.

2. **Feasibility of success.** This criterion assesses the extent to which the proposal is likely to successfully produce the expected outcomes and deliverables based on key factors, such as a well-organized and sound approach, a reasonable schedule, effective partnerships and collaborations, and the applicant's skills, knowledge, and experiences.

    a. **Plan of action.** This criterion assesses the extent to which the Work Plan lays out a plan of action that is logical, well organized, complete, and likely to successfully produce the proposed outcomes and deliverables. It considers whether the approach is explained in sufficient detail for the reader to understand what activities will be performed, how they will be conducted, and what will be produced for each objective.

    b. **Proposed activities or methods.** This criterion assesses the extent to which the proposed activities or methods are technically sound. The proposed activities or methods should be supported by current scientific knowledge and, in the case of management proposals, relevant experience supporting the proposed activities. References, including unpublished

data from previous actions, should be included to support the proposed methods or approach.

c. **Adequate budget.** This criterion assesses the extent to which the budget is realistic, adequate, and sufficient to successfully produce the outcomes and deliverables described in the proposal.

d. **Reasonable schedule.** This criterion assesses whether the project schedule allows an appropriate amount of time for completing all proposed objectives in a one-year performance period, including but not limited to considering a reasonable amount of time to complete each objective, the competing time commitments of stakeholders who are critical to project completion, and other risks that may cause schedule delays.

e. **Partnerships and collaboration.** This criterion assesses the extent to which the proposal identifies and describes the partnerships and collaborations necessary to complete the proposed objectives and successfully produce the expected outcomes and deliverables. It also considers the likelihood the project will develop and strengthen relationships that are likely to foster progress in the funding priority area or related areas.

f. **Skills, knowledge, and experience**. This criterion considers the extent to which the key person(s) who will carry out the methods or activities have the qualifications, skills, ability, experience, and infrastructure (facilities and equipment) to successfully achieve the objectives, conduct the proposed methods or activities and produce successful outcomes and deliverables.

3. **Impact and value of outcomes.** This criterion assesses the extent to which the expected outcomes and deliverables are likely to have measurable and significant impact and value in the funding priority area.

   a. **Scope of impact.** This criterion assesses scope of impact on controlling or preventing CWD, including whether the project will create an impact at:
      i. State, regional, national, or other geographic levels; or
      ii. For one Tribal or stakeholder interest group or many.

   b. **Value of outcomes.** This criterion assesses the likelihood the project will produce outcomes and deliverables that are high value with respect to positively impacting the funding priority area.

   c. **Knowledge transfer.** This criterion assesses the extent to which the outcomes and deliverables are likely to be used by other groups and stakeholders, either by replicating the project, methods, or activities in other regions or by using the information to support policies and decisions. Proposals should indicate how the applicant will share the project outcomes and deliverables so other entities can make use of them.

4. **Cost Effectiveness.** This criterion assesses the extent to which the proposal identifies a cost-effective approach to produce the desired outcomes and deliverables as compared to alternatives.

   a. **All costs are reasonable and necessary.** This criterion assesses the extent to which the Financial Plan is clear, logical, and includes only reasonable and necessary costs to produce the expected outcomes and deliverables. It also assesses the extent to which the Financial Plan provides sufficient detail for reviewers to fully understand how each budget item

specifically supports the activities outlined in the Work Plan, without including budget items that are not allowed or appear superfluous or tangential to producing the outcomes and deliverables.

b. **Use of existing resources.** This criterion assesses the extent to which the proposal includes cost-saving measures by leveraging existing resources or partnerships where possible. For example, the proposal describes practical use of existing personnel, vehicles, computers, venues, supplies, and other items to complete the project. Cost share will be evaluated in this criterion and will make up less than five percent of the total score.

E.2 REVIEW AND SELECTION PROCESS

APHIS WS has final authority in determining which projects are funded for this initiative. A project may be selected for partial funding of specific objectives or activities within a proposed Work Plan, based on reviewer recommendations.

Proposals that meet the eligibility criteria in Section C will be subject to an administrative review by an APHIS WS Grants Specialist and evaluated by reviewers based on the merit of the proposal. APHIS WS is responsible for reviewing proposals against the evaluation criteria in Section E.1. The review panel will consist of internal and external subject-matter experts from various departments, agencies, and academia as appropriate. High quality proposals are those that strongly support the priorities and address the needs, considerations, and evaluation criteria described in this funding opportunity.

Reviewers will have no association with projects they are reviewing to avoid potential conflicts of interest. In the event of a real or perceived conflict of interest, a reviewer shall recuse themselves as appropriate.

A risk assessment will be conducted as part of the selection and review process. See Section D.3 for additional information on the components of this risk assessment.

E.3 ANTICIPATED ANNOUNCEMENT AND FEDERAL AWARD DATES

There is a single application deadline followed by the simultaneous review of all applications. APHIS WS will review proposals within 60 days of the application deadline. All applicants will be notified by email of award status.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

APHIS WS will administer awarded cooperative agreements, collaborating with project recipients to provide advice, receive and review project documents, offer comments and suggestions, track project performance, and communicate as necessary to ensure progress in accomplishing the project, identifying obstacles, and resolving concerns.

Recipients will track performance and expenditures, provide progress reports and project deliverables in accordance with the project Work Plan, and communicate with APHIS WS staff to assess and evaluate progress.

NOTE: Recipients may be asked to provide a brief presentation outlining their work and anticipated outcomes with wild cervid stakeholders during an APHIS Cervid Tribal and Stakeholder meeting.

F.1 FEDERAL AWARD NOTICES

Applicants selected for funding will receive a notification stating that their application has been selected for award. This notification is not an authorization to begin performance on the project or to expend the funds. Either the APHIS WS Grants Specialist or the APHIS WS National Wildlife Disease Program (NWDP) CWD Funding Coordinator may informally contact the applicant with application/Federal award status details.

Applicants selected for funding will receive an Award Face Sheet which will be routed to the applicant's Signatory official(s) via ezFedGrants. The Award Face Sheet will provide pertinent instructions and information including but not limited to the information described in2 CFR Part 200.211 and a reference to the Terms and Conditions for APHIS awards. The Signatory official must provide an E-Signature in ezFedGrants for the Federal Award Document unless an alternate Federal award signature process is provided to the applicant by APHIS WS. This Award Face Sheet fully signed by the applicant's Signatory Official and the APHIS Authorized Departmental Officer, which can be obtained electronically in ezFedGrants, is the only document that authorizes the project to begin.

F.2 ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

Successful applicants must comply with the requirements contained in the "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200; "Nonprocurement Debarment and Suspension," 2 CFR Part 417; "Requirements for Drug-Free Workplace," 2 CFR Part 421; "New Restrictions on Lobbying," 2 CFR Part 418; and, Office of Management and Budget regulations governing "Controlling Paperwork Burdens on the Public," 5 CFR Part 1320.

In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws, and relevant Executive guidance, the Federal awarding agency will review and consider applications for funding pursuant to this notice of funding opportunity in accordance with the Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations (2 CFR), as updated in the Federal Register's 85 FR 49506 on August 13, 2020. Particularly on: selecting recipients most likely to be successful in delivering results based on the program objectives through an objective process of evaluating Federal award applications (2 CFR Part 200.205); prohibiting the purchase of certain telecommunication and video surveillance services or equipment in alignment with section 889 of the National Defense Authorization Act of 2019 (Pub. L. No. 115—232) (2 CFR Part 200.216); promoting the freedom of speech and religious liberty in alignment with Promoting Free Speech and Religious Liberty (Executive Order 13798) and Improving Free Inquiry, Transparency, and Accountability at Colleges and Universities (Executive Order 13864) (2 CFR Parts 200.300, 200.303, 200.339, and 200.341); providing a preference, to the extent permitted by law, to maximize use of goods, products, and materials produced in the United States (2 CFR Part 200.322), and, terminating agreements in whole or in part to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities (2 CFR part 200.340).

Successful applicants must also comply with the general Terms and Conditions for APHIS awards, approved project Work Plan, approved project Financial Plan, and the applicable authorization used to issue the Award Face Sheet.

F.3 REPORTING

The Recipient's Project Coordinator will provide quarterly performance reports on program activities outlined in the application and properly certified Federal Financial Reports, SF-425s to the APHIS WS Program Manager through ezFedGrants as outlined in the Award Face Sheet and in accordance with the general Terms and Conditions for APHIS awards. The reports will be used by APHIS WS to verify compliance with provisions of the cooperative agreement. **The final report for the project must include an abstract/summary (less than 500 words) of the outcomes and any lessons learned. APHIS may publish the summary on the APHIS webpage. The recipient will also provide a summary or other information that is likely to be of interest at the annual CWD Cooperative Agreement Stakeholder and Tribal meeting.**

The performance and financial reports will be due as specified on the Award Face Sheet. Any requests for an extension of time to submit reports must be made in writing to the APHIS WS Program Manager. Extensions of time for submission of the reports will be considered on a case-by-case basis and are subject to the discretion of the APHIS WS Program Manager. If allowed, approval will be provided in writing.

F.4 PROJECT EVALUATION

The Recipient's performance will be evaluated, through the review of performance and financial reports, based on the following criteria to determine if the Recipient met the project standards and if the proposed results and benefits were achieved:

1. Adherence to project schedule.
2. Adherence to project budget.
3. Delivery of results that meet the cooperative agreement performance standards and achieve the stated outcomes; and,
4. Periodic discussion of project progress with the APHIS WS Program Manager.

G. FEDERAL AWARDING AGENCY CONTACTS

For administrative questions pertaining to this funding opportunity, required documents, or the ezFedGrants application process, please contact APHIS-WS.CWD_Agreements@usda.gov.

For programmatic questions regarding the wild cervid CWD program, please contact the following APHIS WS Program staff:

Primary point of contact:
Tim Linder, Staff Biologist, WS National Wildlife Disease Program,
Timothy.J.Linder@usda.gov , (O) 970-266-6217, (C) 970-420-5309

H. OTHER INFORMATION

USDA is not obligated to make any award as a result of this announcement nor to make any changes to future announcements. Only the APHIS Authorized Departmental Officer can bind the Government to an

expenditure of funds and this obligation of funds shall only occur in writing by authorized officials and under the approved USDA APHIS cooperative agreement format.

USDA APHIS Wildlife Services is also announcing the availability of around $500,000 in cooperative agreement funding for a separate funding opportunity for the control and prevention of CWD in wild cervids under the title "FY23 Tribal Nations Wild Cervid CWD Opportunities." These funds will be made available for Federally recognized Native American Tribal governments. Once posted, applicants can find this funding opportunity information on the ezFedGrants website or the Grants.gov website by searching this title, the Catalog of Federal Domestic Assistance Number (CFDA) Number 10.028, or the Funding Opportunity Number USDA-APHIS-10028-WSNWRC00-23-0019.

USDA APHIS Veterinary Services is announcing a separate funding opportunity for the control and prevention of CWD in farmed cervids under the title "FY23 Farmed Cervid CWD Management and Response Activities." Applicants can find this funding opportunity information on the ezFedGrants website or the Grants.gov website by searching this title, the CFDA number 10.025, or the Funding Opportunity Number USDA-APHIS-10025-VSSPRS00-23-0058.

APPENDIX 1: WILD CERVID FUNDING OPPORTUNITY CRITERIA

Wild Cervid Chronic Wasting Disease Management and Research Activities 2023 Eligibility and Evaluation Criteria

Administrative Eligibility Criteria

Proposal packages must meet these initial screening criteria to be considered for further review. Proposals that do not meet these criteria may not be considered.

1. Proposals must be received by the deadline. Proposals received after the established deadline will not be reviewed or considered.
2. Proposals must be submitted by an eligible applicant.
3. Proposals should address at least one of the funding priorities or fall under the scope of activities described in Section A.2.
4. All required documents and forms listed in Section D.2 must be included in the proposal package and comply with the submission instructions described in Section D. Any proposal package with missing or significantly incomplete documents or forms may not be considered for review, resulting in a rejected proposal.
5. Proposals must be consistent with allowed use of funds guidance. Proposals that do not align with the cost guidance described in Section B.1 of this announcement may not be considered for review, resulting in a rejected proposal.
6. Research or methods development proposals only:
    a. Project must focus on applied research[13]. Proposals without a clearly defined application will be rejected.
    b. Timeline must be reasonable to complete objectives within 12 months. If the proposal is designed to run more than 12 months, it will be rejected.
    c. The principal investigator must clearly demonstrate evidence of necessary technical background and facilities to conduct the proposed project. Demonstrated evidence of technical background may include relevant peer reviewed publications and/or technical reports.
    d. If the project involves working with the CWD agent (i.e., infectious CWD prions) and/or known positive tissues or other biological samples from known CWD positive animals, the investigator must have and submit a copy of their current CWD Controlled Materials, Organisms and Vectors permit issued by APHIS VS to work with CWD in their facility.
    e. If the work involves live animals the Institutional Animal Care and Use Committee (IACUC) approval of the project must be included.

[13] Applied CWD research attempts to find practical solutions to solve a specific problem(s) such as the ability to detect, prevent, or manage CWD.

Evaluation Criteria

APHIS WS will use the following criteria to evaluate proposals during the review process. Applicants should consider the criteria when preparing the proposal package. **NOTE:** Proposed activities must align with current Federal, State and Tribal regulations.

1. **Addresses the Priorities and Requirements in the Announcement**. This criterion assesses the extent to which the proposal strongly supports and clearly addresses one or more of the priorities identified in Section A.

    a. **Strong and direct support for at least one of the funding priorities.** This criterion assesses the extent to which the proposed activities directly address a concern identified in at least one of the funding priorities, as well as the extent to which the expected outcomes and deliverables will strongly support the funding priority area of concern.

    b. **Strong and direct support for the overarching goal of the funding priority.** This criterion assesses the extent to which the expected outcomes and deliverables will support the overarching goal of the funding opportunity, which is to control or prevent CWD in wild cervids, including the development and/or implementation of CWD surveillance, testing, management, and response activities.

    c. **The degree to which a proposal complements and builds upon existing activities.** This criterion assesses the extent to which the proposal demonstrates an awareness of current concerns, knowledge gaps, and activities conducted by other entities, avoids research redundancy, and considers the regulations related to the funding priority topic, if applicable.

        NOTE: For management proposals, effective strategies that have been successfully implemented by other entities are not considered redundant when being repeated in or expanded to new areas.

2. **Feasibility of success.** This criterion assesses the extent to which the proposal is likely to successfully produce the expected outcomes and deliverables based on key factors, such as a well-organized and sound approach, a reasonable schedule, effective partnerships and collaborations, and the applicant's skills, knowledge, and experiences.

    a. **Plan of action.** This criterion assesses the extent to which the Work Plan lays out a plan of action that is logical, well organized, complete, and likely to successfully produce the proposed outcomes and deliverables. It considers whether the approach is explained in sufficient detail for the reader to understand what activities will be performed, how they will be conducted, and what will be produced for each objective.

    b. **Proposed activities or methods.** This criterion assesses the extent to which the proposed activities or methods are technically sound. The proposed activities and methods should be supported by current scientific knowledge and, in the case of management proposals, relevant experience supporting the proposed activities. References, including unpublished data from previous actions, should be included to support the proposed methods or approach.

    c. **Adequate budget.** This criterion assesses the extent to which the budget is realistic, adequate, and sufficient to successfully produce the outcomes and deliverables described in the proposal.

d. **Reasonable schedule.** This criterion assesses whether the project schedule allows an appropriate amount of time for completing all proposed objectives in a one-year performance period, including but not limited to considering a reasonable amount of time to complete each objective, the competing time commitments of stakeholders who are critical to project completion, and other risks that may cause schedule delays.

e. **Partnerships and collaboration.** This criterion assesses the extent to which the proposal identifies and describes the partnerships and collaborations necessary to complete the proposed objectives and successfully produce the expected outcomes and deliverables. It also considers the likelihood the project will develop and strengthen relationships that are likely to foster progress in the funding priority area or related areas.

f. **Skills, knowledge, and experience**. This criterion considers the extent to which the key person(s) who will carry out the methods or activities have the qualifications, skills, ability, experience, and infrastructure (facilities and equipment) to successfully achieve the objectives, conduct the proposed methods or activities and produce successful outcomes and deliverables.

3. **Impact and value of outcomes.** This criterion assesses the extent to which the expected outcomes and deliverables are likely to have measurable and significant impact and value in the funding priority area.

   a. **Scope of impact.** This criterion assesses scope of impact on controlling or preventing CWD, including whether the project will create an impact at:
      i. State, regional, national, or other geographic levels; or
      ii. For one Tribal or stakeholder interest group or many.

   b. **Value of outcomes.** This criterion assesses the likelihood the project will produce outcomes and deliverables that are high value with respect to positively impacting the funding priority area.

   c. **Knowledge transfer.** This criterion assesses the extent to which the outcomes and deliverables are likely to be used by other groups and stakeholders, either by replicating the project, methods, or activities in other regions or by using the information to support policies and decisions. Proposals should indicate how the applicant will share the project outcomes and deliverables so other entities can make use of them.

4. **Cost Effectiveness.** This criterion assesses the extent to which the proposal identifies a cost-effective approach to produce the desired outcomes and deliverables as compared to alternatives.

   a. **All costs are reasonable and necessary.** This criterion assesses the extent to which the Financial Plan is clear, logical, and includes only reasonable and necessary costs to produce the expected outcomes and deliverables. It also assesses the extent to which the Financial Plan provides sufficient detail for reviewers to fully understand how each budget item specifically supports the activities outlined in the Work Plan, without including budget items that are not allowed or appear superfluous or tangential to producing the outcomes and deliverables.

   c. **Use of existing resources.** This criterion assesses the extent to which the proposal includes cost-saving measures by leveraging existing resources or partnerships where possible. For example, the proposal describes practical use of existing personnel, vehicles, computers,

venues, supplies, and other items to complete the project. Cost share will be evaluated in this criterion and will make up less than five percent of the total score.

APPENDIX 2: WILD CERVID PROPOSAL CHECKLIST AND TIPS

Wild Cervid Chronic Wasting Disease Management and Research Activities 2023 Proposal Checklist and Tips

Proposal Checklist

The proposal package must include the following:

- ☐ SF-424, "Application for Federal Assistance" – Completed when applying to the Opportunity in ezFedGrants
- ☐ SF-424A, "Budget Information – Non-Construction Programs" that matches the submitted Financial Plan – Completed when applying to the Opportunity in ezFedGrants
- ☐ Certification Regarding Lobbying (for Federal Assistance greater than $100,000)
- ☐ SF-LLL, "Disclosure of Lobbying Activities" (for Federal Assistance greater than $100,000 when there are activities to disclose)
- ☐ Waiver or approval response letter from the State's Single Point of Contact (SPOC) if the applicant is in a state that is required to comply with Executive Order 12372, Intergovernmental Review of Federal Programs (See Section D.5 for additional information)
- ☐ Copy of the current, signed Negotiated Indirect Cost Rate Agreement, if indirect costs are claimed
- ☐ Wild Cervid Project Proposal Work Plan (See Appendix 3 Wild Cervid Proposal Work Plan Template below)
- ☐ Wild Cervid Project Proposal Financial Plan (See Appendix 4 Wild Cervid Proposal Financial Plan Template below)
- ☐ Copy of a current APHIS CWD Controlled Materials, Organisms and Vectors permit for the possession and handling of known CWD positive samples or tissues from known CWD positive animals, if these samples are to be used for the proposed work.
- ☐ For research proposals involving interactions with live animals, documentation of IACUC approval.
- ☐ Research institutes or universities submitting a study that includes field work with regulated cervids must **submit** a letter indicating support, cooperation, or no objection from the appropriate cervid regulatory authorities for the state(s) involved to be considered for funding.

Tips for Applicants

- **DO** submit proposals early. **DO NOT WAIT UNTIL THE DAY OF THE PROPOSAL DEADLINE.**
- **DO** remember that the reviewer's job is to ensure Government's funds are well spent, with those proposals selected for funding providing the highest likelihood of tangible end products that will control or prevent or directly lead to the control and prevention of CWD wild cervids.
- **DO** take some time to think out your proposal. A proposal that is well written and easy to follow will be well received by the review panel.
- **DO** clearly and concisely define the need or problem that this proposal is addressing. Be **SMART: S**pecific, **M**easurable, **A**ttainable, **R**ealistic, and **T**ime bound. **DO NOT** include why it is important to control CWD or general information on CWD.
- **DO** align your proposal with the priorities in the current year's opportunity announcement.

- **DO** provide sufficient detail for a reviewer to be convinced that you have thought out the process well, and understand the resources needed to complete the proposed objectives and activities.
- **DO** be sure to include all APHIS resources your proposal will need to successfully complete the work.
- **DO** ask questions. We want to help you submit the best proposal possible.

New Applicant Information

The applicant will be required to complete the application process by following the instructions below.

Register in SAM and Obtain a Unique Entity Identifier (UEI) Number

Sam website

- Applicants must register and complete the Financial Assistance Certification Report in SAM.gov.
- A UEI number will automatically be assigned when a new entity is registered in SAM.gov. If your organization is already registered in SAM.gov, you have already been automatically assigned a UEI number and no additional actions are needed.

Apply for an eAuthentication Account

- Applicants will be required to have a USDA Level 2 eAuthentication Account to register for ezFedGrants. USDA eAuthentication is the system used by USDA agencies to enable customers to obtain accounts that will allow them to access USDA Web applications and services via the Internet. Please note that USDA will only accept eAuthentication Accounts from individuals and you will need to verify your identity when creating an account.
- An individual may apply for a USDA eAuthentication Account by visiting the Create an Account page. For help with eAuthentication accounts or passwords, please visit the eAuthentication help desk online portal at https://www.eauth.usda.gov/eauth/b/usda/helpdesk/requesthelp.

Getting Started in ezFedGrants

ezFedGrants Website

- Applicants will be required to establish an account in ezFedGrants which requires a USDA level 2 eAuthentication account (see section above for more information on this).
- ezFedGrants requires each applicant to have a minimum of at least one Grants Administrative Officer and one Signatory Official to successfully submit an application/proposal package.
- To complete an application for a proposal selected for funding, the applicant must access the "Search Opportunities" screen and search for the correct Opportunity Number.
- For help with ezFedGrants, applicants may contact the ezFedGrants help desk at ezFedGrants@cfo.usda.gov.

APPENDIX 3: WILD CERVID PROPOSAL WORK PLAN TEMPLATE

Wild Cervid Chronic Wasting Disease Management and Research Activities 2023 Proposal Work Plan Template

Instructions

The information requested in this template is required in all project proposal work plans.

Applicants may submit more than one project proposal. Applicants who submit more than one proposal must submit each proposal as a separate application proposal that includes a separate Work Plan.

A project proposal Work Plan must address at least one of the funding priorities described in the Wild Cervid Chronic Wasting Disease (CWD) Management and Response Activities 2022 Funding Opportunity. A description of the evaluation criteria that will be used to assess your proposal is described in Section E.1.

Applicants are encouraged but not required to use this template. Please provide detailed information about the proposed project in the topic areas below. Write in narrative format where indicated and paste or type the appropriate information into each box. Expand boxes or add rows as needed. For those boxes where a word limit has been set, applicants can verify the number of words by selecting the box and referencing the word count in the lower left corner.

Work Plans using this template may not exceed twenty pages in 12-point font. The use of diagrams, visuals, and reference sheets, as well as any letters of collaboration from contributors will not count toward the twenty-page limitation. If a work plan exceeds the page limit the extra pages may not be evaluated.

Work Plans not using this template may not exceed ten pages in 12-point font. The use of diagrams, visuals, and reference sheets, as well as any letters of collaboration from contributors will not count toward the ten-page limitation. If a work plan exceeds the page limit the extra pages may not be evaluated.

Template

I. GENERAL INFORMATION

Project Title

Name of Organization Submitting the Proposal

Type of Applicant Entity

Select the type of applicant entity from the list below:

- ☐ State department of agriculture
- ☐ State animal health agency
- ☐ State department of wildlife or natural resources
- ☐ Federally recognized Native American Tribal governments and Native American Tribal organizations or Universities representing Federally recognized Native American Tribal governments
- ☐ Research institutions*
- ☐ Universities*

NOTE:

For Federally recognized Native American tribal governments, or for Native American tribal organizations representing Federally recognized Native American tribal Governments, ***list the name(s) of the Indian Tribal entities as they appear on the Bureau of Indian Affairs****, Interior*; Indian Tribal Entities Within the Contiguous 48 States Recognized by and Eligible To Receive Services From the United States Bureau of Indian Affairs website.

** Research institutes or universities submitting a proposal that includes field work with regulated cervids* ***must submit*** *a letter indicating support, cooperation, or no objection from the wild cervid regulatory authority for the state(s) involved to be considered for funding.*

Regulatory Compliance Statement

Select one statement from the following:

- ☐ The activities described in this proposed Work Plan are compliant with current Federal and State regulations where the activities will occur.
- ☐ The activities described in this proposed Work Plan are not compliant with current Federal and State regulations where the activities will occur, but a waiver from the regulatory authorities is included in the proposal's supporting documentation.
- ☐ The activities described in this proposed Work Plan are not compliant with current Federal and State regulations where the activities will occur.

Priority Area

Select the <u>one</u> 2023 funding priority that your proposal most strongly supports:

- ☐ Improve the management of CWD-affected wild cervid populations;
- ☐ Improve the management of wild cervid CWD-affected areas;
- ☐ Conduct research on amplification assays in wild cervids or other new test methods in wild cervids;
- ☐ Develop and/or application of predictive genetics for wild cervids;
- ☐ Develop and/or deliver educational outreach materials or programs to wild cervid stakeholders or Tribal entities;
- ☐ Another wild cervid management priority or area included in the scope of activities described in the funding opportunity announcement; or,
- ☐ Another wild cervid research priority or area included in the scope of activities described in the funding opportunity announcement.

Total Amount of Funding Requested

Each project proposal should not exceed $250,000 in requested funds. Applicants may submit more than one project proposal, submitting each as a separate proposal package.

$_____

Period of Performance

Enter proposed project start date (on or before September 30, 2023) and end date (not to exceed 12 months from start date).

Proposed Project Start Date	Proposed Project End Date

Submitting Organization's Principal Investigator/Primary Point of Contact

Primary point of contact for administration of the cooperative agreement.

Name	
Title	
Phone	
Email	

Submitting Organization's Financial Point of Contact

Primary point of contact for financial administration of the cooperative agreement.

Name	
Title	
Phone	
Email	

Contributors

Name, title, organization, phone number, and email of co-investigators or other lead technical experts. Add rows as needed.

Name	Title	Organization	Phone	Email

Other Proposals Submitted to These Opportunities

If submitting multiple proposals to either the VS 2023 Farmed Cervid CWD Funding Opportunity, the WS 2023 Wild Cervid CWD Funding Opportunity, or the WS 2023 Tribal Nations Wild Cervid CWD Funding Opportunity, list all other submissions in the table below.

Funding Opportunity	Application Number	Project Title

Submissions to Other Opportunities

If this proposal has been submitted to Federal funding opportunities other than those listed above, describe those opportunities below (e.g., funding opportunity title, amount requested).

II. PROJECT GOALS, OBJECTIVES, AND NEED FOR ASSISTANCE

Objectives

List each specific objective the proposed project will accomplish, the funding priority addressed, and the expected results or benefits to be derived from this work and effort. The objectives described in this section are intermediate steps taken to achieve the overall purpose of the project. Objectives should be measurable and lead to specific outcomes and deliverables. No more than 3-5 objectives are recommended per proposal.

Objectives	Description
Objective 1	
Objective 2	
Objective 3	
Objective 4	
Objective 5	

Critical Relevant Need or Problem Requiring Solution

Describe in 100 words or less the critical need that this project will address or what problem the project will solve. Include how the need or problem aligns with the priority area(s) described in the Funding Opportunity Announcement.

Background and Significance

Provide supporting information for justifying why the proposed work needs to be done. Describe and reference any documents (e.g., articles, reports, testimonies from concerned interests other than the applicant, preliminary data from other ongoing or planned studies, and letters of collaboration) from concerned interests other than the applicant that supports the need for the project. If attachments are needed, list them, and upload them separately from the Work Plan. Please do not include any general information about CWD or why the control of CWD is important.

Alignment to Wild Cervid CWD Surveillance, Testing, Management and Response Activities, including the further development and evaluation of techniques and strategies to prevent or control CWD

Describe in 100 words or less how the identified need or problem aligns with the elements of wild cervid CWD prevention, management, and response activities described in the Funding Opportunity Announcement.

Geographic Location

List the state(s) or region(s) of the country where the proposed activities will take place.

State or Region	Proposed Activities

Target Audience

Describe in 100 words or less the specific audience or population that will directly benefit from and/or use the project outcome(s) or deliverable(s).

Expected Impact and Value

Describe in 100 words or less the anticipated impact and value that this project will provide in the selected priority area(s) from the Funding Opportunity Announcement.

Relationship to Other Projects

Describe in 100 words or less the relationship between this proposed project and other work planned, anticipated, or currently underway, including how the proposed activities will complement and build upon existing activities conducted by other entities.

III. APPROACH

Outcomes/Deliverables

For each objective listed in Section II, describe the individual outcomes/deliverables that will demonstrate successful completion of the objective. Identify in which quarter of the project Work Plan each activity is expected to begin and end. Add rows as needed.

Objectives	Outcomes and Deliverables	Start	End
Objective 1			
1.1			
1.2			
Objective 2			
2.1			
2.2			
Objective 3			
3.1			
3.2			
Objective 4			
4.1			
4.2			
Objective 5			
5.1			
5.2			

Activities or Methods

For each outcome/deliverable listed above, provide a detailed description of the proposed activities or methods that will be used to achieve the outcome/deliverables for each objective. Include any applicable protocols, standards that will be met, or other supporting information.

Activities or Methods for Each Outcome or Deliverable	
Objective 1	
1.1	
1.2	
Objective 2	
2.1	

2.2	
Objective 3	
3.1	
3.2	
Objective 4	
4.1	
4.2	
Objective 5	
5.1	
5.2	

Additional Contributors

List organizations, cooperators, consultants, or other key individuals, in addition to those listed in Section I, who will contribute to the project. This may include, but is not limited to, land grant or other universities, State or national livestock, wildlife, sporting groups, or conservation organizations with direct and significant interest in the control of CWD; or a Federal agency. A letter of collaboration from each contributor should be uploaded separately from the project proposal Work Plan as attachments. Add additional rows as needed.

Name, Title, Organization	Role or Contribution

Need for Animal Plant Health Inspection Service (APHIS) Assistance

Describe any support needed from APHIS to accomplish the project objectives, such as help from APHIS WS subject matter experts. Include a description of the quantity or duration of the need for assistance. Add rows as needed.

Type of Assistance Requested	Describe the Need for APHIS Assistance

Qualifications and Relevant Experience of the Principal Investigator and Lead Technical Experts

Present the qualifications of the lead technical experts and other key personnel indicating their qualifications, skills, ability, and experience to successfully achieve the objectives, conduct the proposed methods or activities, and produce successful outcomes/deliverables. Applicants may attach this information in separate documents instead of listing it here. Add additional rows as needed.

Name and Title	
Organization	
Role in this project	

Qualifications and Relevant Experience	

Potential Problems and Anticipated Solutions

Describe any factors that may negatively impact the project (potential problems) and how these factors might be mitigated to reduce risk (anticipated solutions). Be sure to address any situations that may cause a delay in the project schedule, resulting in activities not being completed in the proposed period of performance.

Potential Problems	Anticipated Solutions

Best Practices, Innovations, or Unusual Features

In 100 words or less, describe any of these that apply: (1) How the proposed approach aligns with best practices, standards, or guidelines that will assure high quality results; (2) How the proposed approach is novel or innovative; and/or, (3) Any unusual features of the project, such as design or technological innovations, reductions in cost or time, or extraordinary social and community involvements.

IV. PERFORMANCE METHODS AND CRITERIA

Quantitative and Qualitative Project Evaluation Methods and Criteria for Success

Describe the methods and the criteria that the Recipient will use to evaluate the project's results, outcomes/deliverables, including how the Recipient will determine the success for each objective and for the overall project.

Objectives	Quantitative (Measurable) and Qualitative Evaluation Methods and the Criteria Used to Measure Success
Objective 1	
Objective 2	
Objective 3	
Objective 4	
Objective 5	

Overall Project

Information Management
Discuss the management of information or data that is developed and/or collected during the project, including a description of how this information or data will be shared and maintained.

Knowledge Transfer
Describe how the knowledge gained and/or results achieved through the completion of the project will be shared with others to control or prevent CWD in wild cervids. Recipient will provide a summary and other information that is likely to be of interest at the annual CWD Cooperative Agreement Stakeholder and Tribal meeting.

V. EXECUTIVE SUMMARY

A concise executive summary of no more than 500 words is required for all projects. [14] **If the executive summary exceeds 500 words, only the first 500 words will be used.**

Executive Summary
Provide a brief overview of the project, including the specific problem that the project solves, what will be delivered and/or accomplished, and the target audience that will directly benefit from the project's outcomes. Please do not include any general information about CWD or why the control of CWD is important.

[14] If the project is funded, recipients can expect that this executive summary will be used in its entirety or in part for media purposes including press releases or program reports, and to provide upper echelons of government with a snapshot of the project.

VI. BUDGET JUSTIFICATION

All costs must be reasonable and necessary to complete the project objectives and budget requests should reflect a good use of existing resources. Information provided in this section must align with the cost guidance outlined in Section B.1 of the Funding Opportunity Announcement and support the information provided in the project's Financial Plan. **Specific and detailed justification for each budget category is required.**

Funding Requested

For each of the objectives listed in Section II, provide the total amount of funding requested.

Objectives	Amount of Funding Requested
Objective 1	
Objective 2	
Objective 3	
Objective 4	
Objective 5	
Total	

Personnel Funded by the Project

Describe all personnel who will be paid by the project for each objective, including the number of people and the number of hours for each position. Include a short description of the title or type of personnel needed and what they will do (purpose or role). If the personnel name is not yet known, list as Technician 1, Trainer 2, or similar. Add rows as needed.

Personnel	Role and Justification for Each Position/Person
Objective 1	
Objective 2	
Objective 3	
Objective 4	
Objective 5	

Fringe Benefits

Provide the fringe benefit rate and a description of what the rate includes for each of the personnel listed in the table above. Fringe benefits may include health/life insurance, leave, unemployment insurance, workers' compensation, retirement, social security, pensions, etc.

Personnel	Rate	Fringe Benefit Description
Objective 1		
Objective 2		
Objective 3		
Objective 4		
Objective 5		

Travel

Describe both local and out of state travel needed to accomplish each objective, including details for each traveler. Identify the objective(s) where the travel is needed and number of trips to achieve the objective(s). If a traveler name is not yet known, list as Person 1, Trainer 2, or similar. For local travel (no overnight stay), indicate "0" for number of nights of lodging. For means of travel, describe transportation type (air, GOV for government owned vehicle, etc.). Add rows as needed.

Traveler Name, Title	Trip Purpose, Justification, and Objectives Where Travel Is Needed	# Trips	# Nights Lodging (per trip)	Starting Location and Destination	Means

Equipment

Describe the type, purpose, and quantity of equipment having a per unit value greater than $5,000 needed to accomplish the project. Identify the objective(s) where the equipment will be

used. Recipient procurements must be in accordance with 2 CFR Part 200.317 or 2 CFR Part 200.318, as applicable. Add rows as needed.

Type of Equipment to be Purchased	Purpose, Justification, and Objectives Where Equipment Will Be Used	Quantity and Value

Describe how will each type of equipment be disposed of or utilized after the period of performance.

Supplies

Describe the type, purpose, and quantity of consumable supplies needed to accomplish the project objectives. Identify the objective(s) where the supplies will be used. Recipient procurements must be in accordance with 2 CFR Part 200.317 or 2 CFR Part 200.318, as applicable. Describe how any unused supplies totaling more than $5,000 will be disposed at the end of the project. Add rows as needed.

Type of Supplies to be Purchased	Purpose, Justification, and Objectives Where Supplies Will Be Used	Quantity and Value

Describe how unused supplies totaling more than $5,000 would be disposed of or utilized after the period of performance.

Contracts/Sub-Agreements

Describe contracts and/or sub-agreements to be awarded by the recipient to accomplish the project objectives, including specific details about what the contract or sub-agreement will provide to the project. Include the objective(s) where the contract and/or sub-agreement is needed. Add rows as needed.

Name of Contractor/Contributor	Purpose, Justification, and Objective(s) Where the Contract or Sub-Agreement Will Contribute

Other Costs

Describe and provide justification for all other costs listed in the Financial Plan. Add rows as needed.

Type of Other Cost	Purpose, Justification, and Objective(s) Where the Other Costs Apply

In-Kind Contributions to the Project

Describe in-kind contributions that the submitting organization will provide to each objective. Type of contribution may include personnel, facilities, equipment, event space, travel, and other items that will assist in completing the project outcomes or deliverables. Add rows as needed.

Contributor Name	Type of Contribution	Description of the Contribution and Applicable Objectives	Quantity

VII. SUPPLEMENTAL INFORMATION

References

Provide references to support the proposed method/approach using either current scientific knowledge in the case of CWD research proposals or relevant past experience in the case of CWD management proposals, as applicable.

Supporting Documents

List any supporting documents (e.g., articles, reports, testimonies from concerned interests other than the applicant, preliminary data from other ongoing or planned studies, and letters of collaboration) supporting the need for the project. When referring to specific documents from this list in the project proposal Work Plan, applicants may refer to documents from this list using a numbered format. Upload these documents separately from the project proposal Work Plan.

List of Supporting Documents

APPENDIX 4: WILD CERVID PROPOSAL FINANCIAL PLAN TEMPLATE

Wild Cervid Chronic Wasting Disease Management and Research Activities 2023
Proposal Financial Plan Template

Instructions

The information requested in this template is required in all proposal Financial Plans.

Applicants must submit a detailed project proposal Financial Plan that clearly identifies the costs associated with the proposed activities for each objective listed in the project proposal Work Plan. Project proposal Financial Plans must match and provide additional details on the information provided in the required SF-424A submitted through ezFedGrants and provide additional details as necessary

Allowable uses of cooperative agreement funds include, but are not limited to, activities, equipment, supplies, and services needed to complete approved program activities that support the priorities and considerations described in Section B.1 of the Funding Opportunity Announcement. Funds are intended to complement and build upon activities associated with other APHIS cooperative programs or grants geared toward controlling or preventing CWD in wild cervids.

Allowable costs must be reasonable, allocable, and necessary to the project. Office of Management and Budget cost principles (2 CFR Part 200 Subpart E) must be used to determine whether a cost can be charged to the project and, if so, the extent to which it can be charged.

When identifying the resources needed, the applicant must be compliant with Federal and State policy, the cost guidance in Section B.1 the Funding Opportunity Announcement and, should include the following details:

1. *Personnel:* APHIS will allow costs for salary and wages for personnel who are essential to complete the activities in the Work Plan. The total compensation per individual employees must be reasonable for the work performed, conforms to the established policy of the organization, and is consistently applied to Government and nongovernmental activities. Applicants must:
    - List personnel needs to accomplish the project and include their titles, number of hours, hourly rate (or percentage of effort), and the total number needed for each employee classification.
    - Identify if employees are full-time, temporary, or part-time workers.
    - Explain how the employee compensation was calculated.
    - Identify any compensation increases projected during the award period.

2. *Fringe Benefits*: List the fringe benefit rate and a description of what the rate includes. Fringe benefits may include health and life insurance, unemployment insurance, workers' compensation, leave, retirement, social security, pensions, etc.

3. *Travel:* Funds may be requested for field work, training, attendance at meetings and conferences, and other travel costs associated with the proposed work. Recipients should follow their State's written travel policies when calculating travel costs. If there is no State travel policy, Federal per diem rates should be used in the calculation of travel costs. Federal per diem rates can be found on the General Services Administration website. Reference 2 CFR Part 200.475.
    - Local travel: Identify any local travel to daily work sites as outlined in your proposed activities. Indicate by position type who will be traveling, total projected mileage, and rate per mile. Indicate the number of trips per day/week/month, as appropriate.
    - Out of State travel: Provide the number of travelers, cost of transportation, lodging, subsistence and related items, number of days, rate per day, and the total related to out of state travel. If out of state travel is necessary to attend a meeting/training, include the event title and destination. Registration fees should be included in the "Other" category.
    - International travel: Not authorized by this Funding Opportunity Announcement.
4. *Equipment:* The Federal definition of equipment is tangible personal property (including information technology systems) having a useful life of more than one year and a per unit value of $5,000 or more, unless the applicant's definition of equipment is more restrictive. Provide a description of the equipment to be purchased or leased, including unit cost, and total purchase or leasing costs. Ensure the purpose of each equipment item and how it will benefit or be used for the project has been provided in the proposed activities.

5. *Supplies:* Provide a general description of the supplies required to perform the proposed activities. Identify quantities required and per unit costs.

6. *Contractual*: Describe any contract that the applicant may enter into to complete the proposed activities, identifying what goods or services are being purchased for which activity and from where. Recipient procurement activities shall be in accordance with 2 CFR. The Work Plan should include a statement requiring APHIS' pre-award review of any statement of work where there might be a specific need relevant to APHIS. *For example*: If the Recipient is developing a database and APHIS desires access to the system, APHIS requires the SOW be reviewed by program management and the Information Technology Department to ensure data recorded is relevant and the type of software or systems used is compatible with APHIS systems. Otherwise, APHIS might decline to provide funding or have to negotiate some changes to the SOW to build in acceptable requirements.

   Provide the contractor or sub-awardee cost breakdown of amounts in a separate budget for all applicable cost categories and totals, if available. However, the contractor or sub-awardee breakdown is not to be used to develop the applicant's breakdown; the contractor or sub-awardee total costs will be classified as contractual in the applicant's budget.

If testing is done as a subcontract, identify which approved laboratories will be conducting diagnostic testing, detail the type of test, number of tests, and cost per test/sample. All billing for laboratory costs shall be done on a cost-per-test basis (e.g., 500 samples at $10.00 equals $5,000). Do not include any costs which are covered by other laboratory funding sources such as NAHLN or NIFA funding.

7. *Other:* Identify any direct costs which were not itemized elsewhere, such as conference registration fees, communications, printing, publication charges, computer time or usage, applicant laboratory testing, etc.

   If testing is done in an applicant's laboratory, detail the type of test, number of tests, and cost per test/sample. All billing for laboratory costs shall be done on a cost-per-test basis (e.g., 500 samples at $10.00 equals $5,000). Do not include any costs which are covered by other laboratory funding sources such as NAHLN or NIFA funding.

8. *Indirect Costs and Recipient Cost Share*: Include the Indirect Cost rate and the applicable base, as necessary. This should be consistent with the Negotiated Indirect Cost Rate Agreement. A lower rate than what is listed on the Negotiated Indirect Cost Rate Agreement may be claimed; a higher rate may not.

9. *Recipient Share*: List the Recipient share by cost category throughout the Financial Plan, as applicable.

Template (please use the Excel spreadsheet provided)

DETAILED FINANICAL PLAN TEMPLATE

Wild Cervid Chronic Wasting Disease Management and Response Activities 2023

This Financial Plan must match the SF-424-A, Section B – Budget Categories. Funding requested under the budget categories must be described in detail within the narrative. If budget modifications are approved applicants must submit a revised budget template with their final report.

Project Title:	
Recipient Name:	
Time Period:	*(to be added post award)*

Cost Category	Item Description	Quantity	Recipient Share	APHIS Share	Total Budget
Personnel					$0
					$0
					$0
					$0
					$0
					$0
					$0
	Personnel Subtotal		**$0**	**$0**	**$0**
Fringe Benefits					$0
					$0
					$0
					$0
					$0
					$0
					$0
	Fringe Subtotal		**$0**	**$0**	**$0**
Travel					$0
					$0
					$0
					$0
					$0
					$0
					$0
	Travel Subtotal		**$0**	**$0**	**$0**
Equipment					$0
					$0
					$0
					$0
					$0
					$0
					$0
	Equipment Subtotal		**$0**	**$0**	**$0**
Supplies					$0
					$0
					$0
					$0
					$0
					$0
					$0
	Supplies Subtotal		**$0**	**$0**	**$0**
Contractual					$0
					$0
					$0
					$0
					$0
					$0
					$0
	Contractual Subtotal		**$0**	**$0**	**$0**
Other Costs					$0
					$0
					$0
					$0
					$0
					$0
					$0
	Other Subtotal		**$0**	**$0**	**$0**
Totals	Total Direct Costs		$0	$0	$0
	Indirect Costs (% of Total Direct)	**10%**		$0	$0
	Total Project Costs		**$0**	**$0**	**$0**