



— BUREAU OF —
RECLAMATION

Notice of Funding Opportunity No. R23AS00010

Experienced Services Program



Mission Statements

The U.S. Department of the Interior protects and manages the Nation's natural resources and cultural heritage; provides scientific and other information about those resources; and honors its trust responsibilities or special commitments to American Indians, Alaska Natives, and affiliated Island Communities.

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

Synopsis

Federal Agency Name:	Department of the Interior, Bureau of Reclamation, Policy, Administration and Budget
Funding Opportunity Title:	Experienced Service Program
Announcement Type:	Notice of Funding Opportunity (NOFO)
Funding Opportunity Number:	R23AS00010
Catalog of Federal Domestic Assistance (CFDA) Number:	15.070
Dates: (See NOFO Sec. D.4)	Application due date: August 12, 2022, 4:00 p.m. Eastern Daylight Time
Eligible Applicants: (See NOFO Sec. C.1)	Applicants eligible to receive financial assistance to fund activities under this NOFO include: private nonprofit organizations designated by the Secretary of Labor under Title V of the Older American Act of 1965 for the temporary hire of older Americans aged 55 or older.
Recipient Cost-Share: (See NOFO Sec. C.2)	No cost share is required.
Federal Funding Amount: (See NOFO Sec. B.1)	The amount of funding available for awards under this NOFO will depend on the demand for funding.
Estimated Number of Agreements to be Awarded: (See NOFO Sec. B.1)	Approximately 1 to 3 projects per application submittal period, contingent on appropriations.
Intergovernmental Review: (See NOFO Sec. D.5)	This NOFO is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs." A list of states that have elected to participate in the intergovernmental review process is at www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf .

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Application Checklist

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

What to submit	Required content	Form or format
Mandatory Federal Forms: Application for Federal Financial Assistance Budget Information Assurances Disclosure of Lobbying Activities	See Sec. D.2.1	SF-424, SF-424A, SF-424B (if necessary), SF-424D (if necessary), Project Abstract Summary (OMB Form 4040-0019) if required, and SF-LLL www.grants.gov/web/grants/forms/sf-424-family.html
Budget Narrative:	See Sec D.2.2	Page 10
Overlap or duplication effort statement	See Sec D.2.3	Page 10
Conflict of interest disclosure	See Sec D.2.4	Page 11
Uniform audit reporting statement	See Sec D.2.5	Page 11
Certification regarding lobbying	See Sec D.2.6	Page 12
Unique Entity Identifier and System for Award Management	See Sec. D.3	Page 12

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Acronyms and Abbreviations

ASAP	Automated Standard Application for Payments
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
Department	Department of the Interior
FY	Fiscal Year
NOFO	Notice of Funding Opportunity
OMB	Office of Management and Budget
P.L.	Public Law
Reclamation	Bureau of Reclamation
SAM	System for Award Management
SF	Standard Form
SPOC	Single Point of Contact
UEI	Unique Entity Identifier
U.S.C.	United States Code

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Section A. Funding Opportunity Description

A.1. Authority

This Notice of Funding Opportunity (NOFO) is authorized under Appropriations Act, 2022: Public Law 117-103, to enter into cooperative agreements with, private nonprofit organizations designated by the Secretary of Labor under Title V of the Older Americans Act of 1965 to utilize the talents of older Americans in programs authorized by other provisions of law administered by the Secretary and consistent with such provisions of law.

A.2. Background

Established in 1902, the Bureau of Reclamation (Reclamation) is best known for the dams, powerplants, and canals it constructed in the 17 western states. These water projects led to homesteading and promoted the economic development of the West. Reclamation has constructed more than 600 dams and reservoirs including Hoover Dam on the Colorado River and Grand Coulee on the Columbia River.

Today, we are the largest wholesaler of water in the country. We bring water to more than 31 million people, and provide one out of five Western farmers (140,000) with irrigation water for 10 million acres of farmland that produce 60 percent of the nation's vegetables and 25 percent of its fruits and nuts.

Reclamation is also the second largest producer of hydroelectric power in the United States. Our 53 powerplants annually provide more than 40 billion kilowatt hours generating nearly a billion dollars in power revenues and produce enough electricity to serve 3.5 million homes.

Today, Reclamation is a contemporary water management agency with a Strategic Plan outlining numerous programs, initiatives and activities that will help the Western States, Native American Tribes and others meet new water needs and balance the multitude of competing uses of water in the West. Our mission is to assist in meeting the increasing water demands of the West while protecting the environment and the public's investment in these structures. We place great emphasis on fulfilling our water delivery obligations, water conservation, water recycling and reuse, and developing partnerships with our customers, states, and Native American Tribes, and in finding ways to bring together the variety of interests to address the competing needs for our limited water resources.

A.3. Notice of Funding Opportunity Purpose

The Department of the Interior (Department) under Appropriations Act, 2022: Public Law 117-103, to enter into cooperative agreements with, private nonprofit organizations designated

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by the Secretary of Labor under Title V of the Older Americans Act of 1965 to utilize the talents of older Americans in programs authorized by other provisions of law administered by the Secretary and consistent with such provisions of law.

The Experienced Services Program is designed to support and augment the capacity of Reclamation to meet its' mission goals and objectives in areas where it lacks sufficient expertise, technical skills and/or capacity. Through the engagement of highly qualified workers in a temporary capacity, Reclamation can in a cost effective and efficient manner meet its strategic and mission goals in managing, developing, and protecting water and related resources and provide necessary administrative support. This program will allow Reclamation to quickly add temporary workers to support to our Federal workforce. This program will in no way displace current employees or substitute future Federal workers.

Note: Experienced Workers Program enrollees cannot displace or reduce the non-overtime hours, wages, or employment benefits of any Department employees; perform work of Department employees who are in a layoff status from the same or a substantially-equivalent job or function; perform inherently Governmental functions, or affect existing contracts for services. Participants are not Federal employees.

A.4. Program Requirements

Reclamation has an opportunity to partner with one or more qualified nonprofit organization(s) under the Experienced Services Program. The nonprofit organization(s) will have (at a minimum) responsibility for:

- Recruit, screen, place, and pay participants based on an approved work description and cost amount.
- Supply qualified candidates 55 years and older in accordance with Section 115 of the Consolidated Appropriations Act, 2018.
- Screens applicants and forwards qualified applicants to Reclamation for review and consideration.
- Use funds provided by Reclamation for recruiting, screening, enrolling, and administering payroll and benefits for selected participants. Administrative functions also include processing training and travel reimbursements for all required and/or approved travel and training.
- Provide payroll, time record maintenance, record keeping, and administrative support to participants.

Section A. Funding Opportunity Description

- Provide orientation to the new enrollees on administration of payroll, benefits, and other procedures and protocol of the Reclamation Experienced Services Program. Address all questions and provide guidance pertaining to these matters.
- Ensure participants are notified of acceptance, receive a copy of the position description, and reporting dates.
- Participants may be authorized to use government owned vehicles to conduct official government business. Participants can work between assisting Reclamation on various mission-focused projects.

Reclamation will:

- Develop position descriptions in conjunction with the nonprofit organization(s). Selection of qualified applicants is done in cooperation with the designated Reclamation Program Manager and assigned Technical Advisor (This person oversees the work activities of one or more participants and verifies the participant's time sheet).
- Make recommendation on selection to the nonprofit organization for placement.

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Section B. Federal Award Information

B.1. Total Funding

The amount of funding available for awards under this NOFO will depend on the demand for funding.

B.2. Award Amount

Maximum Award: \$3,000,000

Minimum Award: \$0

Master cooperative agreement(s) will remain in effect for 5 years. The period of performance for individual projects will vary.

Within nine months from the initial date of award, Reclamation shall determine whether a recipient has made sufficient progress in the first year to justify second-year Federal funding (see *Section F.3.4. Sufficiency Report* for additional information).**

B.3. Anticipated Award Dates

Anticipated Award Date: September 23, 2022

B.4. Number of Awards

Up to 3 awards may be awarded depending on the amount of Federal funding available under this NOFO.

B.5. Type of Award

Awards will be made through master cooperative agreements. As funding becomes available for potential projects, individual task agreements will be prepared under the master cooperative agreement(s) without further competition.

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Under cooperative agreements, the successful applicant should expect Reclamation to have substantial involvement:

- with the nonprofit organization in describing the goals, and jointly developing the scope and the activities to be accomplished.
- to provide the services of a Program Manager to serve as liaison to (the non-Federal entity) for the work under this agreement. This includes consulting and working specifically with the non-Federal entity's program coordinator and team leaders on recruiting, interviewing, and recommending appropriate candidates.

Section C. Eligibility Information

C.1. Eligible Applicants

This program is limited to private nonprofit organizations designated by the Secretary of Labor under title V of the Older Americans Act of 1965.

C.2. Cost Sharing Requirements

This NOFO has no cost sharing or matching requirements.

C.3. Other

Excluded Parties. Reclamation conducts a review of the [SAM.gov Exclusions database](#) for all applicant entities and their key project personnel prior to award and ineligibility condition apply to this Federal program. If entities or key project personnel are identified in the [SAM.gov Exclusions database](#) as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, Reclamation cannot award funds to them.

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Section D. Application and Submission Information

D.1. Address to Request Application Package

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

D.2. Content and Form of Application Submission

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

D.2.1. Mandatory Federal Forms

SF-424 Application for Federal Assistance

A fully completed SF-424, Application for Federal Assistance signed by a person legally authorized to commit the applicant to performance of the project must be submitted with the application. Failure to submit a properly signed SF-424 may result in the elimination of the application from further consideration.

SF-424A Budget Information

A fully completed SF-424A Budget Information must be submitted with the application. If you request more than \$100,000 in Federal funding, you must certify that all statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying are true. The Authorized Official's signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

SF-424B Assurances

A SF-424B Assurances for Non-Construction Programs signed by a person legally authorized to commit the applicant to performance of the project shall be included. A SF-424B Assurances for Non-Construction Programs signed by a person legally authorized to commit the applicant to performance of the project shall be included. *Failure to submit a properly signed SF-424B may result in the elimination of the application from further consideration.*

The above forms may be obtained at www.grants.gov/web/grants/forms/sf-424-family.html.

Certification Regarding Lobbying

Applicants requesting more than \$100,000 in Federal funding must certify the Authorized Official's signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity's certification to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#).

Project Abstract Summary

A fully completed Project Abstract Summary (Office of Management and Budget [OMB] Form 4040-0019) must be submitted with the application. The Project Abstract Summary should include the purpose of the project, the activities to be performed, the expected deliverables or outcomes, the intended beneficiaries, and any subrecipient activities, if known.

D.2.2. Budget Narrative

Submission of a budget narrative is mandatory. An award will not be made to any nonprofit organization who fails to fully disclose this information. The budget narrative provides a discussion of, or explanation for, items included in Section B of the SF-424A. The types of information to describe in the narrative include, but are not limited to, those identified in the Budget Narrative Guidance attached to this NOFO. Applicants may elect to use the Budget Detail and Narrative spreadsheet for their budget narrative. Costs, including the valuation of third-party in-kind contributions, must comply with the applicable cost principles contained in 2 CFR Part §200, available at the Electronic CFR (www.ecfr.gov).

In addition, please identify whether the budget proposal includes any costs that may be incurred prior to award. For each cost, describe:

- The project expenditure and amount
- The date of cost incurrence
- How the expenditure benefits the project

D.2.3. Overlap or Duplication of Effort Statement

Applicants must provide a statement that addresses if there is any overlap between the proposed project and any other active or anticipated proposals or projects in terms of activities, costs, or commitment of key personnel. If any overlap exists, applicants must provide a description of the overlap in their application for review.

Applicants must also state if the proposal submitted for consideration under this program does or does not in any way duplicate any proposal or project that has been or will be submitted for funding consideration to any other potential funding source—whether it be Federal or non-Federal. If such a circumstance exists, applicants must detail when the other duplicative proposal(s) were submitted, to whom (Agency name and Financial Assistance program), and when funding decisions are expected to be announced. If at any time a proposal is awarded funds that would be duplicative of the funding requested from Reclamation, applicants must notify the NOFO point of contact or the Program Coordinator immediately.

D.2.4. Conflict of Interest Disclosure

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

a. Applicability

1. This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.
2. In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict-of-interest provisions in 2 CFR §200.318 apply.

b. Notification

1. Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the Department awarding agency or pass-through entity in accordance with 2 CFR §200.112.
2. Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The successful applicant, is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

c. Restrictions on lobbying.

Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR §18 and 31 USC §1352.

d. Review Procedures.

The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it. Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR §200.339, Remedies for noncompliance, including suspension or debarment (see also 2 CFR §180).

D.2.5. Uniform Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian Tribal governments, and non-profit organizations expending \$750,000 in U.S. dollars or more in Federal award funds in your organization's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#) in accordance with 2 CFR §200 subpart F. U.S. state, local government, federally recognized Indian Tribal governments, and non-profit

applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single

Audit report for the most recently closed fiscal year, provide the Employer Identification Number associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

D.2.6. Certification Regarding Lobbying

If you request more than \$100,000 in Federal funding, you must certify that all statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying are true](#). The Authorized Official's signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

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

D.3.1. Register with the System for Award Management

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

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

There is no cost to register with SAM.gov. There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; **please be aware you can register and request help for free.**

D.3.2. Obtain a Unique Entity Identifier Number

You are required to register in SAM.gov prior to submitting a Federal award application and obtain a [Unique Entity Identifier](#). A UEI will be assigned to entities upon registering with SAM.

D.4. Submission Date and Time

Due Date for Applications: Friday, August 12, 2022, 4:00 p.m. Eastern Daylight Time

Electronic proposals received after the application deadline will not be considered unless it can be determined that the delay was caused by Reclamation mishandling or technical issues with the [Grants.gov](https://www.grants.gov) application system. Please note that difficulties related to an applicant's Grants.gov profile (e.g., incorrect organizational representative), uploading documents to Grants.gov, or an applicant's SAM registration are not considered technical issues with the Grants.gov system.

D.5. Intergovernmental Review

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

D.6. Funding Restrictions

D.6.1. Indirect Costs

You may include indirect costs that will be incurred as part of your budget. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable cost principles for your organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If you have never received a Federal negotiated indirect cost rate, your budget may include a de minimis rate of up to 10 percent of modified total direct costs. For further information on modified total direct costs, refer to 2 CFR §200.68.

If you do not have a federally approved indirect cost rate agreement and is proposing a rate greater than the de minimis 10 percent rate, include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on "Preparing and Submitting Indirect Cost Proposals" is available from the Department's Interior Business Center, Office of Indirect Cost Services, at ibc.doi.gov/ICS/icrna.

The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department is your organization's cognizant agency, the Interior Business Center (IBC) will negotiate your indirect cost rate. Contact the IBC by phone 916-930-3803 or email at ICS@ibc.doi.gov. Visit their website ibc.doi.gov/ICS/icrna, for information regarding email submission forms.

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Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients may not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Section E. Application Review Information

E.1. Technical Proposal: Evaluation Criteria

An award will be made to eligible nonprofit organizations submitting proposals which conform to the NOFO and are most advantageous to the Government considering the evaluation factors listed below.

A total of 100 points will be used to score each proposal received. Proposals will be evaluated, scored, and ranked by appropriate Reclamation Staff. Applications will be screened by the Grants Management Officer to ensure applications meet basic eligibility requirements listed below:

- Program and/or legislative authority requirements are met,
- Submission is timely, and
- Complete and properly executed SF-424 application package documents.

Applications must satisfy basic eligibility screening requirements to be considered for further review.

The Government reserves the right to reject any and all proposals that do not meet the requirements of this NOFO, and which are determined to be outside the scope of the authority under which this announcement is posted.

Evaluation Criteria: Scoring Summary	Points
Recruiting Qualification – Knowledge, Experience, and Resources	30
Technical Approach	30
Qualifications/Past Performance	25
Planning, Collaboration, and Evaluation	15
Total	100

E.1.1 Recruiting Qualifications - Knowledge, Experience, and Resources (30 Points)

- Describe your organization's knowledge and experience recruiting participants for scientific, and/or cultural and natural resource conservation positions. Please address the following:

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- How is your organization qualified to develop and implement strategic marketing plans and recruitment strategies to advertise highly qualified participants within the geographic service area? What publications are used to support your marketing plans and recruitment strategies?
- How does your organization assess marketing and recruiting successes? How does it apply the results of the assessments and adjust its strategies? How often are the assessments performed?
- How does your organization coordinate an application, interviewing and hiring process for candidates in a clear and timely manner?
- What is your organization's past work experience related to program recruitment?
- What are the timeframes and processes used by your organization for resume review, interview notification, and interview scheduling?
- Your organization must demonstrate recruitment for qualified candidates 55 and older to assist Reclamation reaching its mission goals.
 - Provide a description of your organization, including a description of all recruitment services/programs offered. Describe any particular organizational focus, such as types of individuals (ages/skills/abilities/ other demographics) targeted for recruitment. Describe geographical area covered by your organization's services. Describe any previous experience your organization has in delivering 55 and older programs for the Federal government.
 - Provide details on your recruitment process and identify how long the process typically takes. In regards to participant screening and eligibility reviews, attach a copy of any related recruitment questionnaire(s) and application form(s). Describe any diversity considerations incorporated into your recruitment process.
- Describe the human capital, technical resources and skills of your organization to accomplish the listed recruiting needs. Include an estimate of the amount of personnel time your organization would devote to this task.
 - Identify staff with appropriate technical expertise and describe their qualifications. This should include supervisor overseeing the crew or individual participant.

E.1.2 Technical Approach (30 Points)

- Describe the techniques, processes, methodologies to be used.
- Describe expected goals and outcomes and how program effectiveness will be measured and evaluated.

- Describe how the proposed objectives will be achieved within the proposed period of performance.
- Describe significant goals or milestones and how they will be measured.
- Describe tasks and relationships of partners, if applicable.

E.1.3 Qualifications/Past Performance (25 Points)

- List key project personnel and responsibilities, along with their contact information.
- Describe the time to be dedicated to the program, and how their experience and qualifications are appropriate to the success of the program.
- List contractors, sub awards, consultants, if known, and their qualifications.
- A list of federally funded assistance agreements (not contracts) that your organization performed in recruiting 55 and older, experienced workers within the last 3 years (no more than 5), and describe how you documented and/or reported on whether you were making progress toward achieving the expected results (e.g., outputs and outcomes) under those agreements.

E.1.4 Planning, Collaboration and Evaluation (15 Points)

- Describe your organization's knowledge and experience planning and collaborating with federal agencies and/or other partner organizations and evaluating 55 and older experience programs.
 - How will your organization collaborate to the fullest extent possible to assure that the efforts of each party are coordinated and result in the fulfillment of the objectives of this program?
 - How will your organization work with Reclamation to develop a set of evaluative tools to enhance Reclamation's Experienced Services Program?

E.2. Review and Selection Process

Applications eligible for merit review will be evaluated by an ad hoc evaluation team assembled to review, rate, rank, and recommend applications for award using the above evaluation criteria. An evaluation team made up of two or more qualified personnel familiar with the program and have no conflict of interest with any persons or organizations applying for award.

E.3. CFR – Regulatory Information

Any award made from this announcement will be based on the application submitted to, and as approved by Reclamation and will be regulated by OMB's Uniform Guidance, [2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#).

Section F. Federal Award Administration Information

F.1. Federal Award Notices

Successful applicants will receive by electronic mail, a notice of selection signed by a Reclamation Grants Officer. This notice is not an authorization to begin performance.

F.2. Administrative and National Policy Requirements

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

F.3. Automated Standard Application for Payments Registration

All applicants must be registered with and willing to process all payments through the Department of Treasury Automated Standard Application for Payments (ASAP) system. All recipients with active financial assistance agreements with Reclamation must be enrolled in ASAP under the appropriate Agency Location Code(s) and the Unique Entity Identifier (UEI) Number prior to the award of funds. If a recipient has multiple UEI, they must separately enroll within ASAP for each unique DUNS UEI Number and/or Agency. All of the information on the enrollment process for recipients, including the enrollment initiation form, will be sent to you by ASAP staff if selected for award.

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

F.4. Reporting Requirements and Distribution

If the applicant is awarded an agreement as a result of this NOFO, the applicant will be required to submit the following reports during the term of the agreement. Recipients will also be required to have a system in place to comply with these reporting requirements (see 2 CFR §170.210 for additional information).

F.4.1 Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date.

F.4.2. Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons that established goals were not met, if appropriate; and any other pertinent information relevant to the project results. At a minimum, all recipients must submit a final performance report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date.

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

F.5. Disclosures

F.5.1. Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award.

F.5.2. Other Mandatory Disclosures

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

F.5.3. Freedom of Information Act

Please note that any application submitted for funding under this NOFO may be subjected to a Freedom of Information Act request (5 U.S.C. §552, as amended by P.L. No. 110-175), and as a result, may be made publicly available.

F.6. Data Availability (2 CFR §1402.315)

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

The Federal Government has the right to:

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Section G. Federal Awarding Agency Contact(s)

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

G.1. Reclamation Financial Assistance Contact

Questions regarding application and submission information and award administration may be submitted to the attention of the Notice of Funding Opportunity Team at bor-sha-fafoa@usbr.gov. Please note that staff availability on the day of the NOFO closing will be limited.

G.2. Reclamation Program Coordinator Contact

Questions regarding applicant and project eligibility and application review may be submitted to the attention of Andre Shepet Jr., Liaison Officer:

By mail: Department of the Interior
Bureau of Reclamation
Policy, Administration and Budget
Attn: Andre Shepet Jr.
1849 C Street NW
Washington, DC 21040

By e-mail: ashepet@usbr.gov

By phone: (202) 695-0156