

U.S. Fish and Wildlife Service

FWS - Migratory Birds

<https://www.agjv.ca/>

2020

F20AS00154

11/20/2020

PAPERWORK REDUCTION ACT STATEMENT:

OMB Control Number: 1018-0100, Expiration Date: 7/31/2021

We are collecting this information in accordance with the authorizing legislation identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual time for these activities will vary depending on program-specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.

A. Program Description

A1. Authority

The U.S. Fish and Wildlife Service (USFWS, or Service) is authorized to support Migratory Bird Joint Ventures through the Fish and Wildlife Act of 1956, as amended (16 U.S.C. 742a–754); Fish and Wildlife Coordination Act of 1958 (16 U.S.C. 661–667e); Fish and Wildlife Conservation Act (16 U.S.C. 2901–2911); Migratory Bird Treaty Act (16 U.S.C. 709a); and Endangered Species Act of 1973, as amended (16 U.S.C. 1531–43).

15.637

A2. Background, Purpose and Program Requirements

The Arctic Goose Joint Venture (AGJV) is a partnership-based program under the North American Waterfowl Management Plan (NAWMP) that provides and improves scientific information to support and promote effective management, monitoring, and conservation of northern-nesting geese. The USFWS, a partner in the AGJV, administers financial assistance awards (grants and cooperative agreements), purchase orders, and contracts on a competitive basis for projects and studies that advance the general scientific community's understanding of goose ecology and management and is seeking proposals from interested parties.

Department of Interior Priorities

Financial assistance awards through the AGJV directly support Department of Interior (DOI) priorities:

1. *Creating a conservation stewardship legacy second only to Teddy Roosevelt:* The NAWMP is an international accord signed by the U.S. and Canada in 1986 and by Mexico in 1994. The NAWMP, and the AGJV formed under its directive, have helped to sustain abundant waterfowl populations across North America. Through innovative partnerships combining sound-science, on-the-ground conservation and management delivery, and public and policy engagement, the NAWMP has world-wide recognition as a model to effectively achieve continental-scale wildlife conservation.
2. *Utilizing our natural resources:* The goal of the AGJV is to foster greater research and monitoring of northern-nesting geese for the purpose of improving and refining management of populations defined from a breeding ground perspective. The strategy of the AGJV is to achieve this goal by planning, facilitating, communicating, and coordinating activities directed at improving the information base for northern-nesting geese. Improved information allows for effective management and sustainable utilization of this valuable resource. AGJV supported projects inform management practices which help to improve traditional outdoor activities, such as hunting, indigenous subsistence harvesting, and bird watching, and reduce goose impacts on private agricultural lands, Arctic and subarctic ecosystems, and other landscapes.
3. *Restoring trust in local communities:* The AGJV is a self-directed partnership involving Federal, State, and non-government conservation groups. The AGJV supports research, monitoring, and management at local, regional, and continental scales, which benefit birds, other wildlife, and people in a variety of communities. AGJV projects involve students and individuals throughout all areas of North America and provide unique opportunities to strengthen

partnerships and promote mutual interests with indigenous communities throughout Alaska and the Canadian Arctic. The AGJV helps to support sustainable goose populations, which sustain a wide variety of outdoor recreational activities that generate significant economic stimulus in many rural and indigenous communities.

4. *Generating additional revenues to support DOI & National Interests:* The DOI does not fund the entire scope of AGJV projects. The broad-based partnership of the AGJV allows for a very cost effective approach to support research and monitoring activities necessary for the DOI and USFWS. Over its nearly thirty year history, the AGJV has leveraged additional funding support from 88 organizations and an additional 8 dollars for every dollar of federally appropriated funds.

AGJV Research Priorities

The AGJV Strategic Plan (available at <http://www.agjv.ca>) identifies priority research focus areas and current information needs for all AGJV goose populations. Priorities for this funding opportunity were identified by the AGJV Technical Committee and Management Board. Priority consideration will be given to proposals addressing the following focus areas and species/populations.

1) Evaluation and Improvement of Population Delineation and Monitoring

Improvement in delineating populations and obtaining accurate indices and long-term trends of population abundance and other demographic parameters remain a priority for many goose populations. The AGJV seeks research that evaluates or improves current population delineation and/or monitoring and assessment methods, particularly methods used to derive indices used for management. The AGJV identified the species/populations below as priority for this focus area. Projects that evaluate Lincoln estimates and demographic variables derived from banding data or improve the sample size or representativeness of banding data are priority.

- Brant (Black, Western High Arctic, Atlantic)
- Cackling goose (Midcontinent)
- Canada goose (Atlantic, North Atlantic)
- Ross's goose
- Snow goose (Wrangel Island, Western Arctic, Midcontinent)
- Greater white-fronted goose (Midcontinent)

2) Evaluation and Improvement of Harvest Estimates

Harvest data are used to monitor and assess the sustainability of hunting regulations, and, in conjunction with band-recovery data, estimate population size and trends using Lincoln estimates. Projects that evaluate current harvest surveys for possible bias and/or use alternative methods or new technologies to derive harvest estimates that can be compared to existing harvest survey estimates are priority.

3) Population Status, Population Dynamics, and Ecology of Brant and Emperor Geese

Brant and emperor geese are maritime species that make little use of agricultural land or other human modified habitats compared to other Arctic-nesting geese. These species have specific habitat requirements, limited growth capacity, and are vulnerable to changes in marine coastal environments. Projects that assess or improve monitoring methods for these species and/or

improve our understanding of demographic rates and habitat requirements of these species throughout their annual cycle are priority.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$ 450,000

B2. Expected Award Amount

Maximum Award

\$ 150,000

Minimum Award

\$ 5,000

B3. Expected Award Funding and Anticipated Dates

Expected Award Funding

Expected Award Date

February 15, 2021

The AGJV expects to have up to \$450,000 USD available to support projects. Individual awards may be up to \$150,000 USD. The AGJV encourages modest funding requests. The AGJV is providing one-time funding to projects. Funding will be provided at the beginning of the project, with no commitment to provide future, additional funding. Expected award date is early 2021, with a period of performance up to 3 years after the award date.

B4. Number of Awards

Expected Number of Awards

5

B5. Type of Award

Funding Instrument Type

O - Other

G - Grant

CA - Cooperative Agreement

Multiple awards may be issued in the form of Cooperative Agreements and Grants. The AGJV also issues Inter-agency Agreements and Contracts to other applicable entities. USFWS agency personnel have different responsibilities for Cooperative Agreements versus Grants (additional information available at <https://www.fws.gov/grants/index.html>). If a Cooperative Agreement

award is made, then substantial involvement on the part of the USFWS is required for the successful completion of the activities to be funded. USFWS substantial involvement would need to be determined before the official award is executed

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

99 – Unrestricted (i.e. open to any type of entity above), subject to any clarification in the text field entitled "Additional Information on Eligibility"

Additional Information on Eligibility

All potential applicants are eligible. Applications are encouraged from nonprofit organizations, public and private educational organizations, federal, state, provincial, local, and tribal governments and organizations, foreign governments, and individual companies. Federal entities only need to submit the AGJV proposal and budget to the program contacts identified below.

U.S. non-profit, non-governmental organizations must provide a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service.

Applicants must ensure that activities occurring outside the U.S. are coordinated as necessary with appropriate U.S. and foreign government authorities and that any necessary licenses, permits, or approvals are obtained prior to undertaking proposed activities. The USFWS does not assume responsibility for recipient compliance with the laws and regulations of the country in which the work is to be conducted.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

No

Percentage of Cost Sharing / Matching Requirement

Matching funds are not required, but the amount of matching funds are considered when scoring proposals and need to be identified in the budget. At least a 1:1 match to AGJV funds is recommended, ideally from a non-federal source.

C3. Other

Multi-year projects will need to demonstrate that the project components identified in the proposal for AGJV funds can either 1) be completed within the period of performance of these funds (i.e., within 3 years from the award date) or 2) that additional partner funding will allow for the completion of project components that span multiple years. Multi-year projects have special reporting requirements that must be addressed in both the proposal and in annual summary reports. In the proposal, results that will be attained annually and at the conclusion of

the project need to be clearly defined (e.g., sample sizes, progress of analyses, reports and publications).

If AGJV funding is requested as part of a large, multi-faceted study or program with multiple, diverse research objectives and projects, the proposal and budget should focus on the specific project(s) that seek AGJV funding. General proposals including non-AGJV research priorities may not be considered. The specific project(s) and outcomes from the use of AGJV funding need to be clearly identifiable.

Foreign Entities or Projects:

This program may provide funding to foreign entities or for projects conducted outside the United States.

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

D. Application and Submission Information

D1. Address to Request Application Package

This funding opportunity contains everything needed to complete all documentation requirements. Additional details and information can be found on the AGJV website and requested from the program contacts identified below. Federal entities only need to submit the AGJV proposal and budget to the program contacts identified below.

Program Website Link

<https://www.agjv.ca/>

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, and signed and dated. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

Individuals applying for and receiving funds separate from a business or non-profit organization he/she may own or operate and any entity waived from the SAM.gov registration requirements by the funding bureau or office must submit the signed and dated SF-424B, Assurances for Non-Construction Programs form. The SF-424B, Assurances for Non-Construction Programs are available at <https://www.grants.gov/web/grants/forms/sf-424-family.html>

Project Summary

The AGJV will receive proposals in three categories:

1. Informational - those requesting only technical review, advice on operations, or coordination with other related projects, and for inclusion in AGJV compendia.
2. Endorsement - those that are seeking endorsement as an AGJV project, but not specifically requesting AGJV funds.
3. Endorsement and Funding - those partially-funded or unfunded projects seeking endorsement by the AGJV and seeking AGJV funds (or seeking AGJV assistance in locating financial cooperators).

Project proposals should follow the format described below and be no more than 10 pages in length.

Project Narrative

1. Cover Page: Project Title, Principal Investigator name(s) and affiliation, proposal category (i.e., Informational, Request for Endorsement Only [no funding], Request for Funding and Endorsement), key words, proposal date. Indicate the amount of funding requested.
2. Problem/Issue Statement: What is the problem or issue addressed by the proposed work, in relation to the AGJV research priorities? (see above and AGJV Strategic Plan at <http://www.agjv.ca>).
3. AGJV Goose Population(s) Targeted: The proposal must address one or more AGJV goose populations (see above and AGJV Strategic Plan at <http://www.agjv.ca>).
4. Justification: Explain why the study is needed and cite literature as appropriate. What is the pertinence of the proposal range-wide? What new information will be generated? How will your work contribute to the overall management or conservation of the population(s)? Maximum 1 page.
5. Objectives or Hypotheses: The proposal should have specific and concise objectives or hypotheses to be tested.
 - a. If AGJV funding is requested for only a specific component of a larger study or program, describe how that specific element(s) relates to the larger effort, but do not write a proposal that encompasses the objectives and budget of a much larger program. The proposal and budget should focus on the project component(s) that seek AGJV funding.
6. Study Area: If appropriate, provide a description of the proposed study area boundaries, proposed camp locations, and staging locations.

7. Experimental Design: Planned methods including statistical treatments. This section is critical to determining scientific soundness. Describe all principal field and laboratory methods, specify sample sizes, and provide power analyses if applicable. Also note whether your agency or organization requires that your project be reviewed by your respective Animal Care and Use Committee (ACUC).
8. Anticipated Output: List products or data sets expected to be generated.
9. Management Implications: What is the significance of the work to management of the populations concerned? Be as specific as possible.
10. Literature Cited: As appropriate.
11. Personnel: Briefly describe the role and background of each staff position in the study (<1 paragraph) and include a list of recent publications of the principal investigator(s). Maximum 2 page.
12. Logistical Requirements: If applicable, state needs for camp facilities, aircraft support, or other special resources, including dates needed (for assessment of potential cooperative efforts and shared support).
13. Timing: Beginning, milestone, and completion dates of project activities.
14. Budget: Use the budget form provided below. Include personnel, travel, equipment/capital, contractual, and indirect costs, total annual costs, and total project costs (for multi-year projects). List all funds currently secured for the project, funds applied for, and cooperators. Proposals submitted for endorsement only need to only provide the total anticipated costs by funding source, not a detailed breakdown.

The AGJV will not consider a proposed project that is partially funded and not likely to achieve project objectives, or engage in negotiating a reduced or increased funding request. The evaluation team will scrutinize budgets in detail and will recommend either funding the request as submitted or not funding the project. Therefore, give a complete and accurate assessment of the costs directly related to the proposed project.

15. Matching funds: The amount of matching funds are considered when scoring proposals and need to be identified in the budget. At least a 1:1 match to AGJV funds is recommended, ideally from a non-federal source. Include matching contributions ONLY if there is a high likelihood you will indeed receive them. If part of a larger study, include ONLY the costs directly relevant to the study element being considered for AGJV funding. Acceptable matching contributions include real purchases as well as in-kind costs (e.g., full time agency staff or tenured professor's salaries, student or technician salaries covered by other sources) provided they are reasonable and commensurate with the particular study element. For example, if the proposal is to add or augment an element to an existing study, you may pro-rate a portion of the total costs for, say, maintaining a field camp. Requests for salaries of principal investigators, students or technicians are acceptable provided they are reasonable and commensurate with the person's involvement in the particular study element. Indicate the actual time the person will spend on the project (e.g., 4 weeks @ \$800/wk).

16. Letters of commitment: Attach any letters of commitment from funding cooperators, endorsements, or other documentation in support of the proposal.

Note: The entire proposal should be submitted as one file in MS Word format, not multiple files. The budget table should be incorporated into the proposal document, not submitted as a separate attachment.

Annual summary reports and contribution and expenditure reports are required annually for all projects endorsed by the AGJV. A form with the required information will be made available from the AGJV Coordinator. The Coordinator will distribute the form prior to the annual fall AGJV meeting.

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, "Budget Information for Non-Construction Programs" form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In the "Budget Summary" section of the appropriate SF-424 budget form, use the first row for funding requested from this Federal program. Use subsequent row(s) for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program's CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this program appears on the first page of this announcement.

Budget Narrative

Describe and justify requested budget items and costs. Detail how the SF-424 Budget Information, Object Class Category totals were determined. For personnel salary costs, include the baseline salary figures and the estimates of time. Describe any item of cost that requires prior approval under the Federal cost principles. See [2 CFR 200.407](#) "Prior written approval (prior approval)" for more information. If equipment purchased previously with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source. Identify any cash or in-kind contributions that a partner or other entity will contribute to the project and describe how the contributions directly and substantively benefit completion of the project. For in-kind contributions, include the source, the amount, and the valuation methodology used to determine the total value. See 2 CFR 200.306 "Cost sharing or matching" for more information.

Please complete the following program specific AGJV budget in addition to applicable SF-424 Budget forms.

ANNUAL BUDGET (U.S. Dollars)		Other (Non-AGJV) Funding Sources <i>(Indicate in-kind contributions in italics)</i> (*Add as many columns as needed)
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<i>Expense category with examples (*add or delete rows/items as needed)</i>	AGJV							
<i>Status of funding (i.e., secured, highly probable, requested)</i>	Requested							
<i>Personnel</i>								
PI salary (name: xx weeks @ \$xxx/wk)								
Field staff (xx weeks @ \$xxx/wk)								
<i>Travel/accommodations</i>								
Commercial travel								
Chartered aircraft (xx hrs @ \$/hr)								
Lodging (xx days @ \$/day)								
Freight								
<i>Materials/equipment</i>								
Transmitters and telemetry equipment								
Surgical supplies								
Camping gear								
Fuel								
Food								
Boats/motors								
Capture gear								
<i>Contractual</i>								
Veterinary services								
ARGOS data acquisition and processing								
Vehicle/vessel charter								
Laboratory analyses								
<i>Indirect Cost/Overhead charge</i>								
Is this indirect cost required by your agency/organization? Indicate yes or no; if yes, provide justification.								

TOTALS by funding source							
RATIO of matching contributions to requested AGJV funds =							
RATIO of <u>non-US-Federal</u> matching contributions to requested AGJV funds =							

FOR MULTI-YEAR PROJECTS (this should include in-kind costs noted in above table)				
Funding source	2021	2022	2023	TOTAL
AGJV				
Other				
Other				
Other				
Other				
Annual totals				

Conflict of Interest Disclosure

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#),

applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

(a) Applicability.

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

(2) In the procurement of supplies, equipment, construction, and services by recipients and by 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 DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by 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 part 18 and 31 U.S.C. 1352.

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

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

Single Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#). U.S. state, local government, federally recognized Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

Certification Regarding Lobbying

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

Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the [SF-LLL, "Disclosure of Lobbying Activities"](#) form if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non-appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required.

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that

proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. When overlap exists, your statement must end with “We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this Funding Opportunity in writing.”

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

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

Obtain a DUNS Number

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

Register with the System for Award Management (SAM)

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

Foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications

11/20/2020

Application Due Date Explanation

Complete proposals must be submitted by 11:59 pm (ET) on the application due date.

D5. Intergovernmental Review

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

D6. Funding Restrictions

Indirect Cost: Individuals

Individuals applying for and receiving funds separate from a business or non-profit organization he/she may operate are not eligible to charge indirect costs to their award. If you are an individual applying for funding, you must not include any indirect costs in your proposed budget. Individuals are not required to submit any of the following statements regarding indirect costs.

Awards will allow reimbursement of pre-Federal award costs. Awards to Cooperative Ecosystem Studies Units (CESU) Network partners will qualify as CESU projects and therefore will be subject to the CESU indirect cost rate cap (currently 17.5%).

Indirect Costs: Organizations

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

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

Required Indirect Cost Statement to be submitted with Application

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

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.” or “Attached is a copy of our current negotiated indirect cost rate agreement.”]
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in [§2 CFR 200.68](#)]. We understand that we must notify the Service in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in [2 CFR §200.68](#). We understand that we must notify the Service in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs

during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.

- A [insert your organization type] that is submitting this proposal for consideration under the [insert either “Cooperative Fish and Wildlife Research Unit Program” or “Cooperative Ecosystem Studies Unit Network”], which has a Department of the Interior-approved indirect cost rate cap of [insert program rate]. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per [2 CFR §1402.414](#). If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from the Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.
- A [insert your organization type] that will charge all costs directly.

D7. Other Submission Requirements

The recommended proposal submission process is via email to the contacts below. Applicants should send the application materials via email with an automatic notification of delivery receipt to confirm that they are received. We recognize that some applicants may not have access to email and in those cases we will accept proposals by fax or mail. Should you wish to submit a proposal via fax or mail, you must call the contacts below to inform them that you have submitted a proposal by fax or mail. Proposals submitted after the specified deadline will not be considered for evaluation. It is the responsibility of the recipient to ensure receipt of their proposal by the deadline. The Service bears no responsibility for misplaced or mishandled proposals when the recipient did not alert the contact to the incoming proposal and method of transmission prior to the submission deadline.

Submit proposal applications to both contacts below (email preferred):

Joshua Dooley
U.S. Fish and Wildlife Service
Division of Migratory Bird Management
1211 SE Cardinal Court, Suite 100
Vancouver, WA 98683-9684
Phone: 360-604-2564
Fax: 360-604-2505
Email: joshua_dooley@fws.gov

Deanna Dixon

Canadian Wildlife Service
9250 – 49 Street NW
Edmonton, Alberta T6B 1K5
Canada
Phone: 780-951-8652
Email: deanna.dixon@canada.ca

Applicants may also use and submit applications via Grants.gov or GrantSolutions. Instructions for submitting applications via Grants.gov can be found at:
<https://www.grants.gov/web/grants/applicants/apply-for-grants.html>

E. Application Review Information

E1. Criteria

10 Point Maximum

Maximum Points: 10

It is important for applicants to review the evaluation criteria that will be used to score proposals received as well as the reasons for rejection or low scores (see below). Additionally, projects with proven methodology and a high likelihood of success will likely score higher than projects with untested methodology and high risk factors (e.g., unsecured funding, unproven technology, dependent on certain weather conditions, etc.).

Evaluation Worksheet for AGJV Proposals		
Proposal #:		
Proposal Title:		
CRITICAL CRITERIA Does the study address a population identified in the AGJV Strategic Plan? If not, the proposal will not be considered further. Does the study meet the current NOFO priority of the AGJV? If not, the proposal will still be evaluated, but may not be considered for funding. Scoring Criteria: Range of 1 to 10 where 1 = weak - meets very few criteria in Evaluation Category; 5 = average - meets most criteria in Evaluation Category, but exceptional in few of them; 10 = strong - meets all criteria at consistently high level		
EVALUATION CATEGORY	Score for Category (1 - 10)	Relative Weight of Category
Management/Conservation Considerations		4

Does this proposal address an AGJV focal area identified in the current Strategic Plan? How well is it addressed?		
Does this proposal address priority Information Needs identified in the current Strategic Plan Matrix for AGJV populations? How well is it addressed?		
Does the proposal address a population whose abundance is currently inconsistent with its objective, as defined in the NAWMP?		
Does this study provide new insight for management?		
Will the results be applicable to a single or several species? Is the knowledge relevant locally or range-wide? Studies of broad applicability will tend to be rated more highly than those of local interest.		
For multi-year studies, is the need for multiple years well-justified, and is the project of such high priority that it warrants committing funds into the future?		
NOTE: Failure to achieve 5/10 means that the proposal does not continue in the ranking process and may be a candidate for resubmission with revisions		
Methodology and Approach		3
Are objectives clear?		
Are the objectives realistically achievable?		
Is the general approach appropriate and presented / justified logically?		
Are the methods appropriate?		
Are sample sizes adequate?		
Is the schedule realistic?		
Is the study being conducted in an appropriate location?		
Is the proposal adequately researched and is relevant literature cited?		
NOTE: Failure to achieve 5/10 means that the proposal does not continue in the ranking process and may be a candidate for resubmission with revisions		
Funding Considerations		1.5
Is the study cost efficient and realistic (i.e., is logistical infrastructure in place that will make efficient use of AGJV contributions?)		
Is there a substantial match of funding (not <i>in-kind</i>) contributions? (i.e., are we maximizing the use of AGJV funds?)		
Are the requested budgetary items appropriate? (This refers to consideration of all the things listed in the budget. For example, the reviewer could consider things like "why are they requesting salary for 12 months of a grad student, when the project will only occupy half of her time?")		

What proportion of matching funds are secured?"		
Other Considerations		1.5
Does the study significantly complement other ongoing studies (i.e., is there an added value to the study?)		
Does the study involve multiple partners (providing <i>in-kind</i> contributions)?		
Is this a one-time opportunity (i.e., a unique chance to leverage AGJV funds)?		
Do Principal Investigators have a proven track record of successful investigations (e.g., will results be communicated effectively and in a timely manner)?		
Is the proposal complete and does it conform to the required format (e.g., maximum length)?		
	OVERALL SCORE	

E2. Review and Selection Process

Prior to award, the program will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances, the program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Bureau may choose not to fund the selected project.

The program may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the Bureau is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the Bureau's "Financial Assistance Recipient Risk Assessment" form. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently \$250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied to the award.

Proposals will be given full review, evaluated, and scored by the AGJV Technical Committee. Evaluation scores will be used as a primary basis for ranking proposals, along with considerations for the most efficient use of AGJV funds. The AGJV Technical Committee will make an endorsement recommendation and priority funding designation, if required, to the

AGJV Management Board. The AGJV Management Board will make final funding decisions.

E3. CFR – Regulatory Information

See the [Service’s General Award Terms and Conditions](#) for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

E4. Anticipated Announcement and Federal Award Dates

Expected award date is early 2021.

F. Federal Award Administration Information

F1. Federal Award Notices

Successful applicants will receive written notice in the form of a notice of award. Notices of award are typically sent to recipients by e-mail. If e-mail notification is unsuccessful, the documents will be sent by courier mail (e.g., FedEx, DHL or UPS). Award recipients are not required to sign/return the Notice of Award document. Acceptance of an award is defined as starting work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by, the Service. The notice of award document will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests.

F2. Administrative and National Policy Requirements

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

Data Availability

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

- (a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.
- (b) The Federal Government has the right to:
 - (1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
 - (2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology,

factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

See the [Service's General Award Terms and Conditions](#) for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

F3. Reporting

Financial Reports

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

Performance Reports

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

Annual summary reports and contribution and expenditure reports are required annually for all projects endorsed by the AGJV. A form with the required information will be made available from the AGJV Coordinator. The Coordinator will distribute the form prior to the annual fall AGJV meeting.

Significant Development Reports

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify the Service 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.

Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property acquired under the award in which the Federal government retains an interest. The required frequency of these reports will depend on the anticipated length of the Federal interest period. The Bureau will include recipient-specific real property reporting requirements, including

the required data elements, reporting frequency, and report due dates, in the Notice of Award when applicable.

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. The Service will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, the Service will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

Other Mandatory Disclosures

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

Reporting Matters Related to Recipient Integrity and Performance

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

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First Name:

Joshua

Last Name:

Dooley

Address:

USFWS-DMBM / 1211 SE Cardinal Court, Suite 100 / Vancouver, WA 98683-9684

Telephone:

360-604-2564

Email:

joshua_dooley@fws.gov

G2. Program Administration

For **program administration assistance**, contact:

First Name:

Joshua

Last Name:

Dooley

Address:

USFWS-DMBM / 1211 SE Cardinal Court, Suite 100 / Vancouver, WA 98683-9684

Telephone:

360-604-2564

Email:

joshua_dooley@fws.gov

G3. Application System Technical Support

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

Name:

Grants.gov Customer Support

Telephone:

1-800-518-4726

Email:

Support@grants.gov

For **GrantSolutions technical registration and submissions, downloading forms and application packages**, contact:

Name:

GrantSolutions Customer Support

Telephone:

1-866-577-0771

Email:
Help@grantsolutions.gov

H. Other Information

Payments

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

PAPERWORK REDUCTION ACT STATEMENT:

OMB Control Number: 1018-0100, Expiration Date: 7/31/2021

We are collecting this information in accordance with the authorizing legislation identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual time for these activities will vary depending on program-specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.