Funding Opportunity Announcement

Natural Resource Management

Funding Agency : US Army Corps of Engineers, Baltimore District Raystown Lake Project 6145 Seven Points Road Hesston, PA 16647	**Funding Instrument:** Cooperative Agreement **Funding Opportunity No:** W912DR2120001 **CFDA No:** 12.010 **Program Title:** US Army Corps of Engineers, Raystown Lake Project, Natural Resource Management
Issue Date: 01 MARCH 2021	**Application Due Date:** 15 MARCH 2021

Overview:

The US Army Corps of Engineers, Baltimore District, (USACE) intends to enter into a cooperative agreement with a non-federal, nonprofit entity for intern opportunities in the management and enhancement of natural resources and assistance in the water safety program at the Raystown Lake Project. The Corps anticipates an opportunity for two Conservation Interns. Activities include (1) activities in wildlife management, threatened and endangered species monitoring, fisheries management, wildlife habitat enhancement, forest management, and boundary inspection/maintenance; and (2) activities in water safety promotion, updating bulletin boards; maintaining life jacket loaner stations; organizing events; conducting interpretive programs and roving interpretation; writing news releases; possibly conducting media interviews (radio); promoting USACE safety campaigns; developing public service announcements and interacting with park visitors. This agreement is an opportunity to provide training and education opportunities for conservation interns (two-2) with fish and wildlife, forestry, or education studies backgrounds.

This agreement is entered into pursuant to 33 USC 2339(a) - Assistance Programs.

Estimated Total Funding: $19,000.00	**Estimated Number of Awards:** 1

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Contact Information: Questions relating to Grants.gov including the registration process and system requirements should be directed to the Grants.gov Contact Center at 1-800-518-4726. For assistance with the requirements of this Funding Opportunity Announcement, please contact Jeffrey.B.May@usace.army.mil

Instructions to Applicants:
The complete funding opportunity announcement, application forms, and instructions are available for download at Grants.gov.

See Section IV of the Funding Opportunity Announcement for complete application submission information.

Section I: Funding Opportunity Description

1. Introduction. One goal of the US Army Corps of Engineers, Baltimore District (USACE-NAB) Environmental Stewardship Mission for the Raystown Lake Project (RLP) is protection and enhancement of the facility's natural resources. Two (2) Conservation interns (Natural Resource Management and Water Safety/Interpretation) will provide assistance in the management and enhancement of the facility's natural resources and educational outreach and interpretive programming. Duties for the Natural Resource Management Intern may include the requirement to: collect, prepare, review and verify routine documents and field data; locate and compile data from office files and published sources; and perform other support tasks such as assembling reports, delineating resources on project maps and summarizing information in charts and tables. Daily tasks will include activities in boundary line inspection and maintenance, wildlife management, threatened and endangered species monitoring, fisheries management, wildlife habitat enhancement, and forest management. Duties for the Water Safety/Interpretation will be educating public visitors regarding public safety through face-to-face contact. This personal contact will take place at beaches, boat ramps, boat patrol, campgrounds, and other venues where you have direct contact with visitors. Additionally, they will be responsible to summarize contacts and submit a monthly report. Interns will perform a variety of tasks including developing outreach mechanisms for this target audience; updating bulletin boards; maintaining life jacket loaner stations; organizing events; conducting interpretive programs and roving interpretation; writing news releases; possibly conducting media interviews (radio); promoting USACE safety campaigns; developing public service announcements and interacting with park visitors. This agreement provides an opportunity for the recipient's intern to support the environmental stewardship effort and interpretation and gain valuable work experience in wildlife, fisheries, forestry management, and education.

2. Background. The Raystown Lake Project is a federally operated facility located in Huntingdon County, Pennsylvania and is operated by the U.S. Army Corps of Engineers, Baltimore District. Raystown Lake is a flood control facility that maintains a conservation pool of approximately 8,300 acres surrounded by approximately 21,000 acres of land. Stretching over 28 miles in length with 118 miles in shoreline, the operation of Raystown Lake provides flood protection, general recreation, the enhancement of downstream fisheries through maintenance of minimum flows (water quality), wildlife mitigation, and hydropower.

3. Responsibility of the Parties.

    A. The Recipient will:
        a. Provide intern candidates from which the USACE-NAB filed office staff will select two qualified applicants. The Natural Resource Management Intern applicant will be selected to a 17 week term starting approximately 10 May 2021. The successful applicant will have an education background in biology, forestry, or natural resource management. The Water Safety/Interpretation intern applicant will be selected to a 17 week term starting approximately 10 May 2021. The successful applicant will have an education background in recreation management or education.

b. Interns will be responsible for: providing their own housing and personal transportation to the RLP. The interns will report to RLP each morning upon which he/she will check in with their assigned Corps supervisor to receive their work assignment.
c. Generally work will be conducted Monday through Friday under the supervision of the Lead Ranger or his/her designee. The work schedule may be variable to suit the education or additional work requirements of the interns.
d. Interns will be required to wear the uniform as prescribed and provided by the recipient. Any personal protective equipment that is necessary as part of the job requirement will be provided by the RLP.

B. USACE will:
   a. Provide orientation and safety training for the intern. Instruction on specific tasks, use of equipment data entry, and protocols will be covered. Additional training, guidance, and quality control will be conducted by the Corps supervisor or his/her designee.
   b. Provide the following equipment: Corps vehicle, work related radio communication, work station, all necessary supplies and personal protective equipment.

Section II: Award Information

1. Type of Award Instrument - USACE intends to award to a single cooperative agreement to a non-federal,, non-profit entity.
2. Substantial Involvement – USACE will provide a unique opportunity for the interns to gain valuable work experience in the field of natural resource management. USACE will provide equipment needed to collect field data, use of the latest GIS programs and GPS device use.

3. Estimated Funding –

   a. Estimated funding for the 17 week position is $9,500.00
   b. Estimated funding for the 17 week position is $9,500.00.73

4. Period of Performance – The term of the agreement will be from start date of the intern positions.

Section III: Eligibility Information

1. Eligible Applicants – Eligible applicants under this statutory authority are non-federal, nonprofit entities.

2. Cost Sharing – 100% USACE funded.

Section IV: Application and Submission Information

1. Address to Request Application Package. The complete funding opportunity announcement, application forms, and instructions are available for download at Grants.gov. USACE is not responsible for any loss of internet connectivity or for an applicant's inability to access documents posted at the referenced website. The administrative point of contact is Jeffrey B. May, who may be reached via e-mail: Jeffrey.B.May@usace.army.mil or by phone (410) 962-5617.

2. Content and Form of Application Submission. All mandatory forms and any applicable optional forms must be completed in accordance with the instruction on the forms and the additional instruction below.

3. Applicants shall have a Dun and Bradstreet Data Universal Numbering System (DUNS) number, register with the System for Award Management (SAM), and if submitting application via the internet, register with Grants.gov.

4.
   A. SF 424 – Application for Federal Assistance (Required).
   B. SF 424A – Budget information for Nonconstruction Programs (Required).
   C. SF 424B – Assurances – Nonconstruction Programs (Required).
   D. Program Narrative (detailed narrative demonstrating how applicant will accomplish goals and objective of the program). This document is limited to 5 single-spaced pages using 12-point font.
   E. Budget Narrative – To describe the breakdown of costs as shown in the 424A. This document is limited to 5 single-spaced pages using 12-point font.
   F. Include a certificate of the authority from the applicant's attorney; a certification regarding Environmental Tobacco Smoke; a certification regarding Lobbying, Debarment, Suspension and other responsibility matters; and Drug-Free Workplace Requirements.

5. Application shall be submitted NO LATER THAN 15 March 2021.

6. Submission Instructions. Applications in response to this Funding Opportunity Announcement shall be submitted by the application due date. Applications may be submitted by mail, email, or through grants.gov. Choose ONE of the following submission methods:

   A. Mail one unbound copy of your complete proposal to:
   US Army Corps of Engineers, Baltimore District
   ATTN: CENAB-CT
   Jeffrey May
   2 Hopkins Plaza
   03-G-03
   Baltimore, MD 20201

   B. Email all documents formatted to print on letter (8 ½ x 11") paper to: Jeffrey May at jeffrey.b.may@usace.army.mil

C. Applicants are not required to submit proposals through Grants.gov. However, if applications are submitted via the internet, applicants are responsible for ensuring that their Grants.gov proposal submission is received in its entirety. The Government bears no responsibility for data errors resulting from transmission of conversion processes associated with electronic submissions. The Government will bear no responsibility for delays in submissions due to technical difficulties at or with the Grants.gov website.

Section V: Application Review Information

1. Criteria. The following criteria shall serve as the standard against which any response to this announcement will be evaluated.

   A. Initial Review: The Government will perform an initial review to determine that the applicant is (1) eligible in accordance with Section III of the announcement; (2) all information required by Section IV has been submitted; and (3) all mandatory requirements are satisfied. Applicants which do not satisfy the requirements will be rejected.

   B. Merit Review: Recipient must be a non-federal non-profit entity and must have an extensive history of providing young adults and veterans with real life experiences in the stewardship of the environment by offering opportunities for education, leadership, and personal development to its participants while providing a high quality public service in natural resources/recreation management and conservation. The application and program narrative will be evaluated on whether the applicant demonstrates the ability to meet the goals and objectives of the program. Specifically, the narrative will be evaluated to ensure the Applicant demonstrated the ability to: i. Demonstrate ability and experience to successfully incorporate both national and local recruitment strategies and capabilities to attract, select, place and maintain qualified individuals. ii. Demonstrate ability and experience to successfully submit an after action report.

   C. Cost Review: The applicant proposals will be evaluated to determine whether the proposed costs are reasonable and indicate that the applicant can execute the agreement without exceeding the available funding. The Government will review the recipient's most recent audit to assess recipient risk.

2. Selection and Award: From the pool of applicants which are found to be eligible for award following the completion of the Initial Review, the Government will select the applicant that submits the proposal that offers the most merit when the above criteria are considered. The results of the Merit Review are significantly more important than the Cost Review.

3. Anticipated Award Date.
   A. Announcement Issue Date: 01 March 2021
   B. Announcement Due Date: 15 March 2021

C. Estimated Award Date: 29 March 2021
D. Estimated Interns Start Date: 10 May 2021 (17 week term)

Section VI: Award Administration Information

1. Award Notices. Written notice of award will be given in conjunction with issuance of a cooperative agreement signed by a Grants Officer. The cooperative agreement will contain the effective date of the agreement, the period of performance, funding information, and all terms and conditions. The Recipient is required to sign and return the document before work under the agreement commences. **Work described in this announcement SHALL NOT begin without prior authorization from a Grants Officer.**

2. Administrative Requirements. The cooperative agreement issued as a result of this announcement is pursuant subject to the administrative requirements in 2 CFR Subtitle A; 2 CFR Subtitle B, Ch. XI, Part 1103 and 32 CFR Subchapter C, except Parts 32 and 33

3. Governing Laws and Regulations. This is an agreement with the Federal Government, and thus is subject to federal law as well as applicable state and local law. Federal law requires specific statutory authority for Federal agencies to enter into this agreement with non-federal persons and entities.

4. Reporting.
    A. Recipient will be required to submit progress, financial, and property reports quarterly, semiannually, or annually as stipulated in the terms and conditions of the final cooperative agreement.
    B. Recipient will provide SF270, "Request for Advance or Reimbursement" to the Corps of Engineers point of contact for verification and appropriate. A copy of the final invoice shall be submitted to the Corps of Engineers administrative point of contact within 90 days of completing work.
    C. See 2 CFR Sections 200.327 for financial reporting requirements, 200.328 for performance reporting requirements, and 200.329 for real property reporting requirements.
    D. Performance Reports. The Recipient will submit to the Government performance reports within 90 days of the expiration of the agreement

Section VII: Other Information

Jeffrey B. May, Grants Officer, Contracting Division

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