

Bureau of Ocean Energy Management

BOEM - Acquisition and Financial Assistance

CFDA 15.424 Marine Minerals Activities

M21AS00567

Evaluation of OCS sand and gravel resources to support coastal
resilience projects along portions of the Mid Atlantic coast

08/20/2021

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A. Program Description

A1. Authority

43 U.S.C. 1345(e) gives the Interior Secretary general authority to enter into cooperative agreements with affected States for purposes which are consistent with OCSLA. Such agreements may include, but need not be limited to, the sharing of information (in accordance with 43 U.S.C. 1352), the joint utilization of available expertise, the facilitating of permitting procedures, joint planning and review, and the formation of joint surveillance and monitoring arrangements to carry out applicable Federal and State laws, regulations, and stipulations relevant to Outer Continental Shelf operations both onshore and offshore.

A2. Background, Purpose and Program Requirements

Source deposits for many current sand replenishment projects along the Delmarva Atlantic coastline come from state-managed waters. Replenishment projects are executed through cooperative agreements between state agencies, municipalities, and US Army Corps of Engineers (USACE). However, as source deposits in state-managed waters are gradually exhausted through ongoing replenishment activities, more distant deposits in federally-managed waters may need to be considered citation needed. As bordering state resources are depleted (e.g., Delaware and Maryland), coordination between state and federal stakeholders may be necessary to best allocate sand resources. However, future beach replenishment needs relative to current sand resources in state- and federally-managed waters are not well known. The amount of time that state-managed sand borrow areas can sustain current and projected replenishment activities is also unknown. Finally, the quality characteristics of many offshore sand resource areas in federal waters are unknown due to limited geophysical survey data.

The Delaware Geological Survey has previously worked with BOEM as part of the Atlantic Sand Assessment Program in an effort to enhance our understanding of seafloor sediment distributions in state and federal waters off of the Delaware Atlantic coast (i.e., from Rehobeth Beach, DE to Fenwick Island, DE) based on sediment core and seismic survey data. The proposed research will build off of this previous research by examining the mapped units in relation to sand replenishment needs and examining the geospatial characteristics of these mapped units relative to their observed physical characteristics.

Data collection is broken up into two parts: a) onshore needs assessment and b) offshore sand resources assessment. Based on sand volume requirements and known volumes of current sand borrow areas, the project will estimate an overall rate of sand consumption and a deadline at which current resources may be exhausted. Offshore resource units will be characterized based on their known physical and geospatial properties thereby connecting them to the onshore needs assessment. This information will prioritize resources, in an effort to better assess the availability and quality of offshore sand deposits.

Catalog of Federal Domestic Assistance (CFDA) Number

15.424

Authorization Legislation

43 U.S.C. 1345(e) gives the Interior Secretary general authority to enter into cooperative agreements with affected States for purposes which are consistent with OCSLA. Such agreements may include, but need not be limited to, the sharing of information (in accordance with 43 U.S.C. 1352), the joint utilization of available expertise, the facilitating of permitting procedures, joint planning and review, and the formation of joint surveillance and monitoring arrangements to carry out applicable Federal and State laws, regulations, and stipulations relevant to Outer Continental Shelf operations both onshore and offshore.

A3. Technical Assistance and Information for Prospective Applicants

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$ 225,000

1. This announcement is specifically to announce intent to undertake the following project: A partnership to collaborate on the development of a study investigating mapped sand and gravel resource units in relation to sand replenishment needs and examining the geospatial characteristics of these mapped units relative to their observed physical characteristics.
2. This information will prioritize resources, in an effort to better assess the availability and quality of offshore sand deposits.
3. This Program Announcement describes a cooperative agreement that may be awarded to the Delaware Geological Survey, University of Delaware. This is not an open solicitation for proposals. All awards are premised on receipt of an acceptable proposal.
4. The total amount of funding available for an award based on this announcement is not to exceed \$225,000. Work performance under the cooperative agreement award will start on day of award. The MMP anticipates making one (1) cooperative agreement award(s) in response to this Notice of Funding Availability (NOFA) (see list of eligible entities below in Section III). The award ceiling, for the entire proposed project (not per year), per cooperative agreement is \$225,000 and the award floor per cooperative agreement is

\$200,000. The Period of performance of the Cooperative Agreement will begin on the date of award and end 24 months later. Additional information regarding multi-year proposals is presented in the “Multi-Year Proposal” section below.

This award will be a cooperative agreement and must include substantial involvement by MMP staff in various aspects of study development and/or study conduct. The Project Officer and other BOEM scientists will be engaged with the Principal Investigator (PI) to provide advice and direction during the project.

The Cooperative Agreement will satisfy the following objectives:

1. Develop a study that will evaluate mapped sand and gravel resource units in relation to sand replenishment needs and examining the geospatial characteristics of these mapped units relative to their observed physical characteristics. The study will develop a methodology to evaluate and prioritize resources, in an effort to better assess the availability and quality of offshore sand deposits.
 - a. Study should include the following Methods/Analyses
 - i. Previous Research
 - ii. Data Collection & Project Stakeholder Input
 1. Onshore Needs Assessment
 2. Offshore Sand Resources
 - iii. Geospatial Analyses
 - iv. Preparation for Future Work
 - v. Data management supporting BOEM Marine Minerals Program data access and analysis instruments.
 - b. Project Management/Staffing Plan
 - c. Key deliverables:
 - i. One-page monthly progress reports submitted using a BOEM-provided template.
 - ii. A research plan technical report developed in collaboration with relevant stakeholders such as Delaware Dept. of Natural Resources and Environmental Control, Bureau of Ocean Energy Management, Army Corps of Engineers, Maryland Dept. of Environment, Virginia Department of Environmental Quality, and coastal National Parks (where appropriate) that will aim to address the present and future requirements for beach replenishment and sand resource availability in the study region. The Delaware Geological Survey will submit drafts at least six weeks prior to their final deliverable due dates. BOEM disseminate draft deliverables for review by MMP staff. Comments on draft products will be submitted to the Delaware Geological Survey within three weeks of receipt of draft deliverables.

- iii. A geospatial dataset detailing sand resource needs along the Delmarva Atlantic coastline and the proximity of coastal units (i.e., a division of the coastline based on length or geographic and municipal boundaries) to known sand resources for beach renourishment and related purposes. The dataset will be compatible with existing BOEM data analysis tools and data distribution format requirements. These datasets could be used in the future for developing a GIS-based web application for rapid and user-friendly data delivery.
- iv. A dataset of known sand resource borrow areas and hypothesized, but unverified, sand deposits characterized based on available geospatial, bathymetric, and geologic data. This would focus on state and federal waters along the Delmarva Atlantic coastline. This dataset will help identify promising areas to prioritize in future coring and geophysical surveys.
- v. All Marine Minerals Information System compatible datasets will consist of the following:
 - 1. Submit an electronic copy of appropriated project data generated during the course of this project to the BOEM COR in the form of a geodatabase (ESRI, .gdb) at the time of submission of the Draft Final Report. BOEM will provide a pre-formatted geodatabase that can be used to load final project data upon request.
 - 2. Electronic data shall include a metadata record for the geodatabase detailing all aspects of the data development process.
 - 3. All spatial data shall conform to FGDC-STD-001-1998 \ ISO 19115 – Metadata Standard for Geographic Data and / or align to Federal Geographic Data Committee (FGDC) standards to include content and classification standards.
- vi. Summary report. Report should include a brief 1–2 page narrative summarizing the objectives, methods, results, and recommendations of the study. The Summary Report will conform to current Marine Minerals Distribution and web posting materials. Presentation materials developed during or as a result of the study will also be submitted to BOEM submitted as electronic attachments.

B2. Expected Award Amount

Maximum Award Amount

\$ 225,000

Minimum Award Amount

\$ 200,000

B3. Anticipated Dates

Award Start Date

October 01, 2021

B4. Period of Performance

Length of Project Periods

24-month project period with two 12-month budget periods

Length of Project Period Explanation of Other

Project Period I Expectation Duration in Months

24

B5. Numbers of Awards

Expected Number of Awards

1

B6. Type of Award

Funding Instrument Type

CA - Cooperative Agreement

The award will be a cooperative agreement. This involves substantial involvement by BOEM scientists in various aspects of study development and/or study conduct.

B7. Other Federal Information

Type of Competition

Open to All Eligible Applicants

C. Eligibility Information

C1. Eligible Applicants

25 – Others (see text field entitled “Additional Information on Eligibility” for clarification)

Additional Information on Eligibility

This Announcement describes a cooperative agreement that may be awarded to the Delaware Geological Survey, University of Delaware. This is not an open solicitation for proposals. An award is premised on receipt of an acceptable proposal.

C2. Cost Sharing or Matching

Cost Sharing/Matching Requirement

No

Percentage of Cost Sharing / Matching Requirement:

C3. Other

Excluded Parties:

BOEM 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

The application must be submitted through the www.Grants.gov portal.

The applicant can locate the application package by visiting the Grants.gov portal and searching on CFDA number 15.424 or Announcement M21AS00567 in the Grants.gov search engine. See sections D3 and D7 for more information on the application process.

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

SF-424 Application for Federal Assistance

SF-424a Budget Information

SF-424b Assurances – Non-Construction Programs

Project Narrative Form (including Proposal Cover Sheet described below)

Budget Narrative Form

GG Certification Regarding Lobbying Form

(Complete the Optional SF-LLL Lobbying form only if lobbying has occurred)

Project Summary

Evaluation of OCS sand and gravel resources to support coastal resilience projects along portions of the Mid Atlantic coast.

Project Narrative

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

1. Project Title:
2. PI(s):
 - i. Name:
 - ii. Address:
 - iii. Phone:
 - iv. Fax:
 - v. E-mail:

3. Name of University/Department:
4. Contact Information for Technical and Administrative Negotiations
5. Project Status: New/Continuation
6. Project Duration: (years or months)
7. Proposed Start Date:
8. Proposed Draft Final Report Submission Date:
9. Proposed Completion Date:
10. Amount Requested From BOEM:
11. Amount and Sources of Non-Federal Match:
12. Total Project Cost:
13. Signature, Name, and Contact Information of University PI and Co-Investigator:
14. Proposal Endorsement, including Signature, Name, Contact Information of Sponsoring University Department Dean or Institute Director:
15. Signature, Name and Contact Information of Sponsoring University's Office of Sponsored Programs

Proposal Text

The proposal must be in 11–12 point Times New Roman, Arial, or similar font with 1"-page margins. Non-conforming proposals will not be considered. Text, figures, etc. in support of items 1-10 below should be no longer than 15 pages.

Please include the following in the Proposal:

1. Abstract
2. Background/Relevance to BOEM Issues, Information Needs, and Research Topics: Give a brief introduction to the research problem. Specify the contribution to science related to MMP issues and the benefits that the public will receive from the project. Explain why the work is important and how the proposal addresses BOEM goals. Provide a brief summary of findings or outcomes of any prior work you have completed in this area.
3. Objectives/Hypotheses: Clearly define goals of the project.
4. Methods/Analyses: Provide a clear description of planned research methodologies and analyses.
5. Project Deliverables and Planned Products: Applicants shall provide plans for executing the duties of the awardee listed in Section F3 and the deliverables in Section A3 as outlined in the Table in Section H including a rough timeline for these deliverables.
6. Staffing Plan: All key personnel (including graduate student workers) shall be identified by name. List the University PI first, followed by the names of other individuals. Indicate the role and anticipated level of effort for each key participant offering unique or specific contributions to the project (oceanographer, geochemist, field assistant, etc.). If names of any key participants are unknown, a proposal addendum with the names and curricula vitae must be submitted prior to award.
7. Performance Measures: Applicants shall suggest specific measures that will be used to monitor project progress, including progress of sub-awardees (e.g., quality and timely deliverables, timely completion of fieldwork or other project components, draft peer-reviewed articles). These performance measures will be incorporated in the cooperative agreement award and reviewed as part of any continuation request.
8. Critical Starting Dates (e.g., for season-limited field work): Identify any critical starting dates

and the reason why project success is dependent upon that start date.

9. Publication and Presentation: BOEM strongly encourages the Awardees to publish project reports in scientific and technical journals, and present results to the scientific community, appropriate professional organizations, and local, State, and/or Federal agencies as part of the project (please also see Section H). These publications and meetings should be included in the proposal and budget.

10. Bibliography: List all references cited in the text, as well as references that are relevant to the current proposal from your past work in the field.

11. Curricula Vitae (maximum two pages) for each identified key participant. Emphasize previous experience in the field of study that the proposal addresses.

12. Letters of Commitment: Provide signed letters of commitment by matching fund grantors, contractors, and sub-grantees.

13. University Budget Spreadsheet: In addition to SF-424a Budget Information form below, include information in a format which provides personnel, travel, services, supplies, equipment, tuition, and indirect costs on an annual basis for both the requested BOEM funds and for the anticipated match funds.

14. Budget Justification Narrative: See below.

SF 424A, Budget Information for Non-Construction Programs

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. Federal award recipients and subrecipients are subject to Federal award cost principles per the “[DOI Standard Award Terms and Conditions](#)”. The CFDA number(s) for this program appears on the first page of this announcement.

Budget Narrative/Detailed Spreadsheet

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.

Budget Justification Narrative

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

1. Salaries and Wages. List positions, rate of compensation and estimated number of hours. If contract employees are hired, include their total time, rate of compensation, job titles, and roles.

2. Fringe Benefits/Labor Overhead. Indicate the rates/amounts in conformance with normal accounting procedures. Explain what costs are covered in this category and the basis of the rate computations. Provide a copy of the negotiated rate agreement, if available.

3. Lab Analyses. Briefly itemize cost of all analytical work.

4. Supplies. Enter the cost for all tangible property. Include the cost of office, laboratory, computing, and field supplies separately. Provide detail on any specific item that represents a significant portion of the proposed amount. Provide a statement that supplies will be purchased in accordance with 2 CFR 200.318–326.
5. Equipment. Show the cost of all special-purpose equipment necessary for achieving the objectives of the project. “Special-purpose equipment” means scientific equipment having a useful life of more than 1 year and having an acquisition cost of \$5,000 or more per item. Each item should be itemized and include a full justification and a dealer or manufacturer quote, if available. General-purpose equipment (used also for purposes other than this project) must be purchased from the applicant’s operating funds. Title to non-expendable personal property shall be vested solely with the Awardee. Under no circumstances shall property title be vested in a sub-tier Awardee. Provide a statement that equipment will be purchased in accordance with 2 CFR 200.318–326 and managed in accordance with 2 CFR 200.313.
6. Services or Consultants. Identify the tasks or problems for which such services would be used. List the contemplated sub-Awardees by name (including consultants), the estimated amount of time required, and the quoted rate per day or hour. Sub-applicant proposals should provide cost breakdowns at the same level of detail as the Applicant’s proposal. If contract employees are hired, include their total time, rate of compensation, job titles, and roles. Provide a statement that salaries will be charged at the actual rate and that the rate is comparable to others doing similar work within the organization.
7. Travel. State the purpose of the trip and itemize the estimated travel costs to show the number of trips required, the destinations, the number of people traveling, the per diem rates, the cost of transportation, and any miscellaneous expenses for each trip. Calculations of other special transportation costs (such as charges for use of applicant-owned vehicles or vehicle rental costs) should also be shown. Applicants are encouraged to include in the proposal a plan to present findings at one to two major meetings (see above Proposal Text item 1).
8. Publication Costs. Indicate an estimate of labor and other unique costs associated with preparation of the draft final report. If publication of results of the research in the peer-reviewed literature (identify likely publications) is anticipated, include costs of drafting or graphics, reproduction, page, or illustration charges, and a minimum number of reprints.
9. Other Direct Costs. Itemize the different types of costs not included elsewhere.
10. Total Direct Charges. Totals for items 1–9.
11. Indirect Charges (Overhead). Indirect cost/general and administrative (G&A) cost. Show the proposed rate, cost base, and proposed amount for indirect costs based on the cost principles applicable to the Applicant’s organization. If the Applicant has separate rates for recovery of labor overhead and G&A costs, each charge should be shown. Provide a copy of the negotiated rate agreement with the Applicant’s Federal cognizant audit agency. [If applicable.]
12. Amount Proposed. Total items 10 and 11.
13. Multi-year Projects. The Applicant shall provide summary information as well as a detailed budget for each year. Proposals should clearly define the work to be accomplished each year. The BOEM reserves the option to fund only the first year of a multi-year proposal with funding of subsequent years contingent upon the availability of funds and satisfactory progress demonstrated by the recipient. Progress will be determined through technical review of Progress Reports and other work identified by the BOEM project officer. Funds requested for the final year of performance shall comprise a minimum of 15% of the project’s total anticipated budget. [If applicable.]

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. Please reference the [Federal Activities Inventory Reform Act](#) for additional details.

(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 subrecipients, 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 subrecipients.

(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 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 on the "Packages" tab of 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.

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. The official website address is <http://fedgov.dnb.com/webform>. 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.

D4. Submission Dates and Times

Application Due Date

08/20/2021

Application Due Date Explanation

Electronically submitted applications must be submitted no later than 5:00 p.m., ET, on the listed 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 Costs: Individuals

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.

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 ["Program Title"], 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 the Financial Assistance Interior Regulation (FAIR) 2 CFR §1402.414. If we do not have an approved indirect cost rate with our cognizant agency, we understand that 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 [insert Bureau Here] to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that [Insert Bureau Here] 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 the indirect costs are 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.

Prohibited Uses of Awards Funds

Reimbursement of Pre-Award Costs

D7. Other Submission Requirements

Please be aware that the electronic submission process requires first time users to register using an e- Authentication process. This registration process can be somewhat complex and can take up to 3 weeks to complete. Be advised that it is virtually impossible to begin the process of electronic submission for the first time if you start just a few days before the due date. If you are from a university, contact your Office of Sponsored Programs. They may already have completed the registration process and should work with you to submit the application.

If you have any questions or problems with the registration process, or the completion of the application package, please contact the grants.gov help desk at 1-800-518-4726 or support@grants.gov.

Briefly, when you submit a grant application package to Grants.gov, you will receive a confirmation screen as well as three additional emails over two business days from Grants.gov informing you of your application processing status: 1. Confirmation screen

2. Submission Receipt (with “Track My Application” link) 3. Submission Validation (or Rejection with Errors) 4. Agency Retrieval

CONFIRMATION: Submission Confirmation Screen.

After you submit your grant application package, a confirmation screen will appear on your computer screen. This screen confirms that you have submitted an application to Grants.gov.

NOTIFICATION 1: Submission Receipt Email Within two business days after your application package has been received by the Grants.gov system, you will receive a submission receipt email which indicates that your submission has entered the Grants.gov system and is ready for validation. This email also contains a tracking number for use while tracking the status of the submission as well as a “Track My Application” link, to use to see the progress of your submission.

NOTIFICATION 2: Submission Validation Receipt Email – This is the important one!

After you receive the submission receipt email, the next email you will receive will be a message validating or rejecting your submitted application package with errors. The Grants.gov system is designed to check for technical errors within the submitted application package. Grants.gov does not review application content for award determination. Grants.gov will not post the application if there are errors. Failure to correct errors and submit by the date and time for closing may not be a reason for accepting a late application.

NOTIFICATION 3: Grantor Agency Retrieval Email Once your application package has passed validation it is delivered to the grantor for award determination and further approval. After the grantor has confirmed receipt of your application, you will be sent a **third and final email** from Grants.gov. The grantor may also assign your application package an agency specific tracking number for use within their internal system. IF YOU HAVE NOT RECEIVED THIS E- MAIL WITHIN FOUR DAYS OF THE CLOSING DATE, PLEASE CONTACT THE CONTRACTING OFFICER.

If you need help entering your proposal, you can reach the **Grants.gov Contact Center at: 1-800- 518- 4726**. Their hours of operation are Monday-Friday, 7:00 a.m. to 9:00 p.m., Eastern Time, and they are closed on Federal Holidays.

During the application period an applicant may submit a revised or corrected proposal through grants.gov. Include a cover letter as the first page of the proposal stating that the proposal is revised and indicating that the previous submittal is to be withdrawn from consideration. See Section 11, Application Preparation Instructions, which describes requirements for the proposal and other application components.

Please allow sufficient time for the proposal to be submitted electronically through Grants.gov and allow time for possible computer delays. Applicants are strongly advised not to wait until the last minute for submission. A proposal received after the closing date and time will NOT be considered for award. If the BOEM determines that a proposal will not be considered for award due to lateness, the applicant will be notified immediately.

D8. Application Checklist

SF-424, Application for Federal Assistance or Application for Federal Assistance-Individual

SF-424B or D, Assurances

Project Narrative

SF-424A or C, Budget Information

Budget Narrative

Indirect Cost Statement and related documentation (when applicable)

SF-LLL, Disclosure of Lobbying Activities (when applicable)

Conflict of Interest Disclosure (when applicable)

Grants.gov Lobbying Form: Certification Regarding Lobbying

Complete the optional SF-LLL Lobbying Form only if lobbying has occurred.

E. Application Review Information

E1. Criteria

The weighted percentage is 20% for each of the criteria

Maximum Points: 100

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

1. **Scientific quality and impact:** Has the applicant clearly and thoroughly explained the hypotheses and relevance to MMP's mission?
2. **Work plan/Methodology:** Is the strategy clear? Are proposed methods adequate to meet objectives? Are the geographic areas selected for study appropriate? Are logistics, safety, and permits/interagency coordination adequately addressed? Does the timeline match the proposal and reality? Are the scientific objectives appropriate for proposed time frame? Are a minimum number of samples or other measurable benchmarks for ensuring project success indicated? Does the timeline provide for submission of the draft final report three months before project end date to ensure adequate time for review, revision, editing, and printing?
3. **Planned Products and Dissemination of Results:** Are the products clearly defined? Will they be useful for environmental stewardship and offshore resource management activities? Will the results be submitted for publication in a peer-reviewed form? Does the proposal indicate PI will submit database in format compatible with BOEM GIS and include metadata compliant with current Federal Geographic Data Committee standards? Does the proposal indicate data will be archived with the or other appropriate archive?
4. **Budget Justification and Clarity:** Is staff sufficient to accomplish the proposed goals? Are field expenses, supplies, lab work, and other expenses appropriate? Are

expenses adequately itemized? If applicable, are a minimum number of samples to be collected and analyzed indicated?

5. **Experience/Competence of Research Personnel:** Has the applicant demonstrated (through bibliographic references, previous experience, awards, etc.) that they are capable of performing the proposed research? Has the applicant demonstrated a thorough knowledge of the scientific problem? Have products been on schedule and within budget? Have results been published in peer-reviewed journals?

E2. Review and Selection Process

The proposal will be reviewed by BOEM scientists and program managers, and possibly external peer reviewers. Reviewers have expertise in Federal offshore programs and/or the specific scientific discipline of the proposal.

E3. CFR - Regulatory Information

Recent Administration executive orders are included in this Announcement as follows:

Executive Order 14008: Tackling the Climate Crisis at Home and Abroad, which directs the Department and other federal agencies to prioritize efforts to reduce climate pollution; support climate resilience; support land conservation and biodiversity efforts, including the 30 by 30 initiative; maximize clean energy development and deployment; and leverage partnerships with youth and service corps to create conservation and resilience jobs in support of the Civilian Climate Corps initiative.

Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities. Through the Federal Government, which affirms the Department's responsibility to advance equity, civil rights, racial justice, and equal opportunity through its policies and procedures and directs federal agencies to allocate resources in a manner that helps address historic inequities to underserved communities and individuals, as defined by the order. Each office or bureau is expected to ensure that its financial assistance policies and procedures fully align with this direction.

Executive Order 14002: Economic Relief Related to the COVID-19 pandemic, which directs federal agencies to allocate resources in a manner to address the current economic crisis resulting from the pandemic.

Executive Order 14005: Ensuring the Future is Made in All of America by All of America's Workers, which calls on federal agencies to ensure that terms and conditions of financial assistance awards maximize the use of goods, products, materials and services produced or offered in the United States.

E4. Anticipated Announcement and Federal Award Dates

F. Federal Award Administration Information

F1. Federal Award Notices

Awards are based on the application submitted to and approved by BOEM are subject to the terms and conditions incorporated into the Notice of Award either by direct citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. Recipient acceptance of a Federal award from the Service carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Recipients indicate their acceptance of the Federal award by starting work, drawing down funds, or accepting the award via electronic means.

The BOEM uses the Automated Standard Application for Payments (ASAP) cooperative agreement payment system, managed by the United States Department of the Treasury, to provide electronic invoicing and payment for funds under this award. With the award of each cooperative agreement, an account will be set up from which the Recipient can draw down funds. Recipients must be enrolled in ASAP and their ASAP account linked to BOEM before an award can be issued.

F2. Administrative and National Policy Requirements

See the “DOI Standard Terms and Conditions” for the administrative and national policy requirements applicable to DOI awards.

Award Administration Information

The Awardee is responsible for managing the day-to-day operations of the cooperative agreement and sub-awards to ensure compliance with applicable Federal statutes, regulations, and policies. The Awardee is also responsible for meeting the performance goals identified in the Proposal Text. Awards based on the application submitted to, and as approved by, BOEM are subject to the terms and conditions incorporated either directly or by reference in the following section.

Terms and Conditions

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

- Program legislation\regulation;
- Special terms and conditions;
- Code of Federal Regulations/Regulatory Requirements, as applicable; Contact the Contracting Officer with any questions regarding the applicability of the following:
- 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

- 2 CFR Part 25, Universal Identifier and System for Award Management
 - 2 CFR Part 170, Reporting Subaward and Executive Compensation Information
 - 2 CFR Part 175, Award Term for Trafficking in Persons
 - 2 CFR Part 182, Governmentwide Requirements for Drug-Free Workplace
 - 2 CFR Part 1400, NonProcurement Debarment and Suspension
 - 2 CFR Part 1401, Requirements for Drug-Free Workplace
 - 2 CFR Part 1402, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
 - 43 CFR Part 18, New Restrictions on Lobbying
- All cooperative agreements are subject to the DOI Standard Terms and Conditions at: <https://www.doi.gov/sites/doi.gov/files/uploads/doi-standard-award-terms-and-conditions-effective-december-2-2019-revised-june-19-2020.pdf>

The following provisions are included in full text:

Conflicts of Interest

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. Requirements.

1. Non-Federal entities must avoid prohibited conflicts of interest, including any significant financial interests that could cause a reasonable person to question the recipient's ability to provide impartial, technically sound, and objective performance under or with respect to a Federal financial assistance agreement.

2. In addition to any other prohibitions that may apply with respect to conflicts of interest, no key official of an actual or proposed recipient or sub-recipient, who is substantially involved in the proposal or project, may have been a former Federal employee who, within the last one (1) year, participated personally and substantially in the evaluation, award, or administration of an award with respect to that recipient or sub-recipient or in development of the requirement leading to the funding announcement.

3. No actual or prospective recipient or sub-recipient may solicit, obtain, or use non-public information regarding the evaluation, award, or administration of an award to that recipient or sub-recipient or the development of a Federal financial assistance opportunity that may be of competitive interest to that recipient or sub-recipient.

c. 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, Conflicts of Interest.

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.

d. Restrictions on Lobbying.

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

e. Review Procedures.

1. 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.

f. Enforcement.

1. 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).

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.

Applicability. DOI is committed to basing its decisions on the best available science and providing the American people with enough information to thoughtfully and substantively evaluate the data, methodology, and analysis used by the Department to inform its decisions.

Use of Data. The regulations at 2 CFR 200.315 apply to data produced under a Federal award, including the provision that the Federal Government has the right to obtain, reproduce, publish, or otherwise use the data produced under a Federal award as well as authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

Availability of Data. The Awardee shall make the data produced under this award and any sub-award(s) available to the Government for public release, consistent with applicable law, to allow meaningful third-party evaluation and reproduction of the following:

i. The scientific data relied upon;

- ii. The analysis relied upon; and
- iii. The methodology, including models, used to gather and analyze data.

F3. Reporting

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. 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.

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

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

b. Performance and Financial Status Reporting Requirements. Reporting requirements for the projects are regulated by 2 CFR Part 200. These regulations specify basic cooperative agreement reporting requirements including performance and financial reports. BOEM will work closely with the Awardee to incorporate appropriate performance and financial reporting requirements into each cooperative agreement award, consistent with 2 CFR Part 200. These regulations provide some flexibility in determining the appropriate content and frequency of performance and financial reports. At a minimum, however, the reporting schedule will require the Awardee to report their progress at least quarterly through the established reporting process and annual submission of financial status reports.

c. Single Audit Requirements. Non-Federal entities that expend financial assistance funds of \$750,000 or more in Federal awards must have a single or a program-specific audit conducted for that year. Non-Federal entities that expend less than \$750,000 in Federal awards are exempt from Federal audit requirements for that year, except as noted in 2CFR 200.501.

d. Technical Reporting Requirements (to be submitted by project PI). Project Management Plan The study will follow the Project Management/Staffing Plan, Data Analysis, and Data Management and Archiving plans as outlined in the recipient's revised proposal with additional points summarized below.

The Cooperative Agreement will satisfy the following objectives:

1. Develop a study that will evaluate mapped sand and gravel resource units in relation to sand replenishment needs and examining the geospatial characteristics of these mapped units relative to their observed physical characteristics. The study will develop a

methodology to evaluate and prioritize resources, in an effort to better assess the availability and quality of offshore sand deposits.

- a. Study should include the following Methods/Analyses
 - i. Previous Research
 - ii. Data Collection & Project Stakeholder Input
 - 1. Onshore Needs Assessment
 - 2. Offshore Sand Resources
 - iii. Geospatial Analyses
 - iv. Preparation for Future Work
 - v. Data management supporting BOEM Marine Minerals Program data access and analysis instruments.
- b. Project Management/Staffing Plan
- c. Key deliverables:
 - i. One-page monthly progress reports submitted using a BOEM-provided template.
 - ii. A research plan technical report developed in collaboration with relevant stakeholders such as Delaware Dept. of Natural Resources and Environmental Control, Bureau of Ocean Energy Management, Army Corps of Engineers, Maryland Dept. of Environment, Virginia Department of Environmental Quality, and coastal National Parks (where appropriate) that will aim to address the present and future requirements for beach replenishment and sand resource availability in the study region. The Delaware Geological Survey will submit drafts at least six weeks prior to their final deliverable due dates. BOEM disseminate draft deliverables for review by MMP staff. Comments on draft products will be submitted to the Delaware Geological Survey within three weeks of receipt of draft deliverables.
 - iii. A geospatial dataset detailing sand resource needs along the Delmarva Atlantic coastline and the proximity of coastal units (i.e., a division of the coastline based on length or geographic and municipal boundaries) to known sand resources for beach renourishment and related purposes. The dataset will be compatible with existing BOEM data analysis tools and data distribution format requirements. These datasets could be used in the future for developing a GIS-based web application for rapid and user-friendly data delivery.
 - iv. A dataset of known sand resource borrow areas and hypothesized, but unverified, sand deposits characterized based on available geospatial, bathymetric, and geologic data. This would focus on state and federal waters along the Delmarva Atlantic coastline. This dataset will help identify promising areas to prioritize in future coring and geophysical surveys.

- v. All Marine Minerals Information System compatible datasets will consist of the following:
 - 1. Submit an electronic copy of appropriated project data generated during the course of this project to the BOEM COR in the form of a geodatabase (ESRI, .gdb) at the time of submission of the Draft Final Report. BOEM will provide a pre-formatted geodatabase that can be used to load final project data upon request.
 - 2. Electronic data shall include a metadata record for the geodatabase detailing all aspects of the data development process.
 - 3. All spatial data shall conform to FGDC-STD-001-1998 \ ISO 19115 – Metadata Standard for Geographic Data and / or align to Federal Geographic Data Committee (FGDC) standards to include content and classification standards.
- vi. Summary report. Report should include a brief 1–2 page narrative summarizing the objectives, methods, results, and recommendations of the study. The Summary Report will conform to current Marine Minerals Distribution and web posting materials. Presentation materials developed during or as a result of the study will also be submitted to BOEM submitted as electronic attachments.

Post Award Meeting and Summary: Hold a Post Award Meeting with BOEM and PI at University of DE or BOEM (teleconference or virtual meeting is an option) not later than one (1) month after award at a time that is mutually agreeable to BOEM and the Recipient. A draft action plan and meeting agenda will be provided by the Recipient one week prior to the meeting to allow for review by all involved. The Recipient will prepare and distribute the meeting minutes and a summary within one (1) week after adjourning the meeting. Any agreed to changes at this kickoff meeting that might affect the agreement are subject to approval in writing by the Contracting Officer (CO).

Monthly Meetings: Hold regularly scheduled monthly meetings/conference calls (or virtual meetings) for the University of DE/BOEM research team throughout the cooperative agreement performance period. A draft meeting agenda will be provided by the Recipient three working days prior to each meeting to allow for review by all involved. The Recipient will prepare and distribute the meeting minutes and a summary within one (1) week after adjourning the meeting. In some cases, with agreement by both parties, an email with relevant project updates will be acceptable.

Bi-Annual Working Meetings: Hold regularly scheduled bi-annual working meetings (in person encouraged but teleconference or virtual meetings are acceptable) for the University of DE/BOEM research team and other partners throughout the cooperative agreement performance periods. The working meetings will be approximately 3 to 4 hours duration and consist of informal presentations by the research team. A draft meeting agenda will be provided by the Recipient three working days prior to each meeting to allow for review by all involved. The Recipient will prepare and distribute the meeting minutes and a summary (including presentations and other products) within one (1) week after adjourning the working meeting. The bi-annual meetings will cover the monthly meeting requirement for the month they are held.

Recipient will attend and participate in the BOEM GOM Sand Management Working Group Meetings which are held annually.

Draft and Final Reports: Complete and submit draft final reports to BOEM for scientific peer and editorial review. The BOEM web page <http://www.boem.gov/Environmental-Studies-Program-Report-Specifications/> specifies the formatting requirements for reports and technical summaries.

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. 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. 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. See Service policy 516 FW 1, Monitoring Financial and Performance Reporting for Financial Assistance for more information.

Additional Reporting and Deliverables Requirements (Also see Section H)

c. 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 [Insert Bureau Here] 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.

The recipient should also notify BOEM 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.

d. Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property 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, as 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 [Insert Bureau Here] 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)

First Name

Christy

Last Name

Tardiff

Address

45600 Woodland Road, VAE-AMD, Sterling, VA 20166

Telephone

703-787-1367

Email

christy.tardiff@bsee.gov

G2. Administrative/Budget Questions Program Office Contact

For programmatic technical assistance, please contact:

First Name

Jeffrey

Last Name

Waldner

Address

45600 Woodland Road, VAM-LD, Sterling VA, 20166

Telephone

703-206-8867

Email

jeffrey.waldner@boem.gov

G3. Grants Staff Contact

For financial, awards management, or budget assistance, contact:

First Name**Last Name****Address****Telephone****Email****G4. 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

H. Other Information

Paperwork Reduction Act Statement