



DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS, FORT WORTH DISTRICT  
P.O. BOX 17300  
FORT WORTH, TX 76102-0300

27 June 2025

**REQUEST FOR STATEMENT OF INTEREST  
W9126G-25-2-SOI-4561**

**Applicants must be a member in one of the following Cooperative Ecosystem Studies Units Regions:** South Florida-Caribbean and Piedmont-South Atlantic Coast CESU Regions

**Project Title:** Monitoring, Assessing and Evaluating the Survival of Juvenile Snail Kites (*Rostrhamus sociabilis plumbeus*) on Lake Kissimmee, Lake Cypress, Lake Hatchineha, Kissimmee River and the Kissimmee River Floodplain

A cooperative agreement is being offered ONLY to members of the Cooperative Ecosystem Studies Units (CESU) Program Region(s) identified above. Award will be made upon mutual agreement and acceptance of the terms and conditions contained in the request for proposal and the recipient's CESU Master Agreement.

Note the established CESU Program indirect rate is **17.5%**.

Responses to this Request for Statements of Interest will be used to identify potential organizations for this project. Approximately **\$171,533** is expected to be available to support this project for the **Base Period**. Additional funding may be available to the successful recipient for optional tasks and/or follow on work in subsequent years.

**Period of Performance.** The base period of the agreement will extend 12 months from date of award. There may be up to four 12-month follow-on periods based on availability of funding.

**Description of Anticipated Work:** See attached Statement of Objectives

**NOTE:** At this time, we are only requesting that you demonstrate available qualifications and capability for performing similar or same type of work by submitting a Statement of Interest. A full proposal and budget are NOT requested at this time.

**Preparation of your Statement of Interest:** Provide the following (Maximum length: 2 pages, single-spaced, 12 pt. font):

1. Name, Organization, CAGE Code, Unique Entity ID, CESU Region, and Contact Information (Email)
2. Statement of Technical Ability & Qualifications (including):
  - a. Biographical sketch of the Principal Investigator, to include specific experience and capabilities in areas related to this project's requirements, meeting the qualifications of a master's degree or higher and shall have

published scientific research and/or have experience within the Kissimmee Chain of Lakes (KCOL), possess an incidental take permit, experience with endangered Everglade snail kite demographic analyses, and experience with tagging and monitoring snail kites. As it relates to the snail kite, the PI should also have experience with nest site selection and nest survival, breeding, predators, reproduction, movements, calculating take, monitoring apple snails, identifying Everglades vegetation, and experience with airboats.

b. Relevant past projects and clients with brief descriptions of these projects.

c. Biographical sketches of personnel available to support this project, meeting qualifications in the SOO, and their areas of expertise relevant to this project's requirements.

d. Innovative techniques and description of other capabilities to successfully complete the project: (e.g. equipment, laboratory facilities, greenhouse facilities, field facilities, subject matter experts, etc.).

3. Summary of the potential relationship of the proposed research and development to the USACE (DoD) missions.

### **Submission of Your Statement of Interest**

- Statements of Interest (SOI) are due by **2:00 P.M., Central Time, on 28 July 2025.**
- Direct questions no later than **14 July 2025**, via email to the parties listed below.

Nicholas Aprea  
Grants Specialist  
USACE, Fort Worth District  
Email: [nicholas.a.aprea@usace.army.mil](mailto:nicholas.a.aprea@usace.army.mil)  
Office: (817) 886-1925

Brian Hesford  
Project Manager  
USACE, Fort Worth District  
Email: [brian.d.hesford@usace.army.mil](mailto:brian.d.hesford@usace.army.mil)  
Office: (402) 200-8268

### **Review of Statements Received:**

All statements of interest received from a member of the CESU Region(s) identified above will be evaluated by a board comprised of one or more people at the receiving installation or activity to determine the which statements have the highest rated technical merit, highest capability to successfully meet the program objectives as outlined in the Statement of Objectives, and closest alignment between the proposed

research and the USACE mission.

#### Overall Evaluation Ratings.

**Good/Excellent:** The SOI demonstrates a thorough understanding of the project's goals and objectives, and has demonstrated the ability, qualifications, resources to exceed performance and capability standards and includes at least one strength. Strength is an aspect of a proposal that, when judged against the overall evaluation criterion, enhances the merit of the proposal or increases the probability of successful performance of the Assistance Award.

**Acceptable:** The SOI demonstrates a satisfactory understanding of the project's goals and objectives, and has demonstrated the ability, qualifications, and resources to meet performance and capability standards. The SOI meets the overall evaluation criterion.

**Unacceptable:** The SOI does not demonstrate an understanding of the project's goals and objectives, and has not demonstrated the ability, qualifications, and resources that meet the performance and capability standards. The SOI includes at least one weakness. Weakness is an aspect that increases the risk of unsuccessful performance.

Respondent's SOI receiving the highest ratings, Good/Excellent being the highest, and Acceptable the lowest, will be requested to submit a full proposal for further evaluation.

**Timeline for Review of Statements of Interest:** RSOIs are required to be posted on [www.Grants.gov](http://www.Grants.gov) for 30 days prior to the Government making a decision and requesting full proposals.

**TO BE ELIGIBLE FOR AWARD, THE RECIPIENT AND ANY PROPOSED SUBRECIPIENTS AND CONTRACT VENDORS MUST HAVE AN ACTIVE NIST SP 800-171 DOD ASSESSEMENT (PERFORMED WITHIN THE LAST 3 YEARS). Additional details are provided as a separate attachment to this document.**

Thank you for your interest in our Cooperative Agreements Program.

CHERYL R. VENDEMIA  
Grants Officer

Attachment: Statement of Objectives

## STATEMENT OF OBJECTIVES

Monitoring, Assessing and Evaluating the Survival of Juvenile Snail Kites (*Rostrhamus sociabilis plumbeus*) on Lake Kissimmee, Lake Cypress, Lake Hatchineha, Kissimmee River, and the Kissimmee River Floodplain

for

U.S. Army Corps of Engineers, Jacksonville District

22 May 2025

### 1.0 PURPOSE

The purpose of this research is to understand how current water management operational plans for lake stage and releases at structures and resulting changes in hydrology affect snail kite reproductive success, survival, demography, and population on Lakes Kissimmee, Cypress, Hatchineha, Kissimmee River and the Kissimmee River Floodplain. This research will also provide specific management recommendations for determining when and where to focus habitat management activities to increase population size through reduced mortality of young. An emphasis of this research is to assess the effects of the Kissimmee Headwaters Revitalization Project, Lakes Kissimmee, Hatchineha and Cypress Regulation Schedule Increment 1 Temporary Deviation on snail kites (USFWS 2024).

The Everglade snail kite (*Rostrhamus sociabilis plumbeus*); hereafter snail kite) was listed in 1967 as a federal listed endangered species due to the loss and degradation of wetlands. Threats to the snail kite in central and southern Florida includes the loss, fragmentation, and degradation of wetlands resulting from urbanized and agricultural development and alterations to wetland hydrology through ditching, impoundment, and water level management.

The Central and South Florida (C&SF) Project, which was originally designed and constructed to address flood control and water supply purposes, has disrupted the volume, timing, direction, and velocity of freshwater flow, and resulted in habitat loss and degradation in the Water Conservation Areas and other portions of the historic Everglades (USFWS, 2024). Drainage of Florida's interior wetlands has reduced the extent and quality of habitat for both the apple snail kite and the apple snail, its primary food source. Widespread drainage has permanently lowered the water table in some areas. This drainage permitted development in areas that were once snail kite habitat.

The fragmentation and loss of wetland habitat significantly limits the snail kites' ability to be resilient to disturbance events. As wetland habitats become more fragmented through destruction their dispersal distances become greater, putting increased stress on dispersing snail kites that may not be able to replenish energy supplies.

This work represents an opportunity for monitoring and assessing snail kites, apple snails and vegetation, incidental take of snail kites, juvenile snail kite mortality and nesting success or failure. Monitoring and assessment will focus on Lake Kissimmee,

Lake Cypress, Lake Hatchineha, the Kissimmee River, and the Kissimmee River floodplain, because this is potential critical wetland habitat for snail kites and monitoring helps link populations in the Kissimmee Chain of Lakes (KCOL) to the population in the Everglades.

## **2.0 AUTHORITY**

In agreement with the above stated purpose, the Recipient will provide the necessary personnel, equipment, and materials required to implement the U. S. Army Corps of Engineers, Jacksonville District (Corps) objectives pursuant to the authority 10 U.S.C. § 4001 - Research and development projects.

In accordance with section 6305 – *Using cooperative agreements of the Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), all CESU projects must carry out a public purpose of support or stimulation, instead of acquiring goods or services for the exclusive direct benefit of the United States Government. Examples of carrying out a public purpose may include, but are not limited to the following:

- Project results are made available to a wide audience (including nonfederal entities (NFEs)).
- Project results/outputs add to the scientific literature/knowledge base, with applicability and utility beyond the scope of the project footprint/study area.
- Academic and other nonfederal partner institutions (and their personnel) gain professional experience, increase knowledge, and develop skills and abilities.
- Students benefit from direct interaction with federal scientists, program and technical staff, and field unit managers.

In accordance with section 6305 – *Using cooperative agreements of the Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), involvement is expected between the Corps, U.S. Fish and Wildlife Service (USFWS) and the Recipient when carrying out the activity contemplated by the cooperative agreement. The Corps agrees to participate at a national level in support of the CESU program as accepted in the Master MOU for the establishment and continuation of the CESU program Article II 1-4 and Article VI 1-7.

- The principal investigator (PI) will be responsible for identifying study site selections, sample design(s), research study methodologies, and field sampling, assessment and monitoring plan development with input from agencies, including the Corps and the USFWS.
- The Corps will provide input to data interpretation for final reports, as well as review biweekly email updates and quarterly and annual reports.
- The Corps actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train, or select project staff or

trainees.

### **3.0 DESCRIPTION OF OBJECTIVES**

The purpose of this research is to understand how current water management operational plans for lake stage and releases at structures and resulting changes in hydrology affect snail kite reproductive success, survival, demography, and population on Lakes Kissimmee, Cypress, Hatchineha, Kissimmee River and the Kissimmee River Floodplain:

- Monitor vegetation, snail kite, and apple snail presence/absence along Lake Kissimmee's littoral zone.
- Determine the amount of incidental take along Lake Kissimmee, Lake Hatchineha, and the Kissimmee River using nest cameras.
- Determine the amount of juvenile snail kites' mortality and incidental take of juveniles, cause and timing of death using tracking devices.
- Year-round monitoring of snail kite nests along the Kissimmee River floodplain to assess the amount of incidental take due to the effects of the Headwaters Regulation Schedule Increment 1 Temporary Deviation and to assess the effects of Headwaters Increment 1 on snail kites along the Kissimmee River.
- Annual assessment of snail kite nesting success or failure in Lakes Kissimmee, Cypress, Hatchineha, and the Kissimmee River floodplain.
- Annual assessment of juvenile snail kite survival in the Kissimmee River floodplain.
- Detail the Corps' efforts to minimize the effects of the action on snail kites in the project area.
- Determine the causes of nest failure and the number of failed nests along Lake Kissimmee, Lake Hatchineha, and the Kissimmee River using cameras.
- Identify population trends for snail kites.
- Provide specific management recommendations for determining when and where to focus habitat management activities to increase population size through reduced mortality of young.

### **PROJECT TASKS**

#### **3.1 Task 1 – Kickoff Meeting**

The PI shall conduct a kickoff meeting with the Corps within ten (10) business days of cooperative agreement award. This meeting can be virtual and at a minimum will include the PI and the Corps. All deliverable submittals shall include the Jacksonville District and the Corps Cooperative Agreement Project Manager. Meetings shall include meeting minutes supplied by the Recipient.

Within ten (10) days following the Kickoff Meeting, the PI shall submit meeting minutes and an electronic summary of the meeting and a draft field sampling, assessment and monitoring plan to the Corps. The Corps Kissimmee River Restoration Project Manager (PM) and/or Lead Biologist will respond with comments to the PI within ten (10) business days after receipt of the draft field sampling, assessment and monitoring plan.

The PI shall address the Corps' comments and submit a final field sampling, assessment and monitoring plan, which will be submitted to the Corps within ten (10) days of its receipt by the PI. Upon its approval in writing by the Corps Kissimmee River Restoration Project PM and/or Lead Biologist, the final field sampling, assessment and monitoring plan shall become the working document. The PI shall proceed with the approved final field monitoring, assessment, and sampling plan. The field monitoring, assessment, and sampling plan will be updated as necessary at the beginning of each awarded option period, pending availability of funds.

The PI shall also begin preparations to support field monitoring, assessment, and sampling activities within ten (10) days of finalization of the field monitoring, assessment, and sampling plan. This includes acquiring and assembling any specialty equipment needed and working with Corps and USFWS staff to become familiar with monitoring, sampling, and assessment objectives and tasks. All equipment and supplies shall be provided by the Recipient.

### **3.2 Task 2 – Meetings**

3.2.1 The Recipient shall attend virtual, biweekly C&SF Project Water Management Operations Agency Input and Data Collection – Northern System Meetings for the base period and subsequent option years subject to availability of funding.

3.2.2 The Recipient shall attend virtual meetings held once per month with the Corps and USFWS during the snail kite breeding season. The Everglade snail kite breeds and nests throughout the year, with the peak nesting season between the months of February and July (<https://myfwc.com/wildlifehabitats/profiles/birds/raptors-and-vultures/everglade-snail-kite/>). The Recipient is responsible for taking meeting minutes and submitting them to the Corps no later than 10 business days after the meeting.

### **3.3 Task 3 – Monitoring and Assessments**

The Corps provides monitoring and reporting information to the USFWS to determine if the amount or extent of take is approached or exceeded. All sampling design(s) shall be developed by the PI and must detect change (power of 80% with a significance level of 5%) for monitored birds and nests. The PI shall:

- a) Develop sampling designs.
- b) Monitor vegetation, snail kite, and apple snail presence/absence along Lake Kissimmee's littoral zone.
- c) Determine the amount of incidental take along Lake Kissimmee, Lake Hatchineha and the Kissimmee River. Document an accurate (or best available) record of parameters that may have contributed to adverse effects to snail kite

nests. The timing, causes of nest failure, causes of juvenile mortality, number of failed nests, and how hydrology may be affecting nests and juvenile snail kite survival shall be accurately determined. Fifty percent of nests will have a camera placed to determine the parameters. It is estimated that 30 cameras (river floodplain and lakes) and 20 tags (river floodplain only) will be used (USFWS Personal Communication). The cameras shall be provided by the Recipient and may be reused after nests fail.

d) Accurately determine the amount of juvenile snail kites' mortality and incidental take of juveniles, cause and timing of death. Tracking devices supplied by the Recipient shall be placed on one fledgling in at least 50% of successful nests (i.e., nest that produced at least one fledgling) that hatch from nests along the Kissimmee River floodplain for three years to determine the cause of death and assess how decreased flows as a result of Headwaters Increment 1 contributed to mortality. Three years of tracking is a goal, but option years are subject to availability of funding.

e) Year-round monitoring of snail kite nests along the Kissimmee River floodplain. Assess the amount of incidental take resulting from the Headwaters Increment 1 Project. Assess the effects of Headwaters Increment 1 on snail kites along the Kissimmee River.

f) Conduct an annual assessment of snail kite nesting success or failure in Lakes Kissimmee, Cypress, Hatchineha and the Kissimmee River floodplain. Determine the timing of and attribute causes for snail kite nesting failure (i.e., Headwaters Increment 1, natural causes, unknown).

g) Conduct an annual assessment of juvenile snail kite survival in the Kissimmee River floodplain during the Headwaters Increment 1 Temporary Deviation, which is anticipated to end October 2025 but monitoring assessments need to be conducted for three years, pending availability of funds.

### **3.4 Task 4 – Reporting Requirements**

a) Document an assessment of snail kite nesting success or failure in Lake Kissimmee, Lake Cypress, Lake Hatchineha, and the Kissimmee River floodplain, and determine the timing of, and attribute causes for snail kite nesting failure. The annual report will include an accurate (or best available) record of any parameters that may have contributed to adverse effects to snail kite nests. Annual reports will be written for the base period plus each option period.

b) The annual reports will detail the Corps' efforts to minimize the effects of the action on snail kites in the project area.

c) The annual report will delineate lake stages and water depths around nests on Lakes Kissimmee, Cypress and Hatchineha, and determine whether nest failure



was associated with reversals of greater than 0.5 feet to assign incidental take due to Headwaters Increment 1. As available, the annual report will delineate the change in river water levels due to Headwaters Increment 1 (i.e., when flows decrease below 1,400 cfs) compared to water level changes due to other causes such as evaporation, rainfall, and any other water inflows or outflows.

d) To the extent possible, the annual report will analyze the acres drained by the Headwaters Increment 1 operation during the snail kite breeding season, alone and in combination with other water inflows, outflows, or losses. Due to a lack of information on how hydrologic metrics such as stage and change in stage affect snail kite nest initiation and nest survival on the Kissimmee River, estimating take may need to be based on flow volume, whether sufficient water remains present under nests throughout the nesting period, and/or how water depth is associated with decreased flows, especially flows that decrease below 1,400 cfs from Lake Kissimmee. That is, if water depths below nests decrease during the nesting period, are those decreases attributable to decreased flows from Lake Kissimmee?

e) The annual report will document the number of juvenile snail kites that did and did not survive past 5 months on the Kissimmee River floodplain and any rationale for mortality linked to the hydrologic effects of the action.

f) The annual report will document the amount of juvenile snail kite mortality from the project and assess the effects of Headwaters Increment 1 on snail kites along the Kissimmee River. Assign a cause of death to each tagged juvenile snail kite that is found dead and assess whether hydrologic or other environmental conditions may have attributed to mortality. The PI will need to establish the methodology.

g) Identify threats that are most important to juvenile snail kite survival.

h) Provide data on potential population sinks.

i) Provide specific recommendations for management of water levels and for determining when and where to focus habitat management activities to increase population size through reduced mortality of young.

j) The annual report should provide managers with on-going, real-time updates on how hydrologic and environmental conditions are affecting juvenile snail kites.

k) The summary report shall be a narration of the research study condensing the focal points of research to a shorter form to understand the essential aspects of the research.

#### **4.0 CONSIDERATION**

Some tasks may require traveling on-road or off-road, working in boats, and in variable weather conditions. Recipient is responsible for travel to field sites, field gear, and safety. All vehicles, boats and associated equipment will be provided by the Recipient.

## **5.0 QUALIFICATIONS**

Resumes are required for each of the personnel supporting this project. The Principal Investigator (PI) must have a master's degree or higher and shall have published scientific research and/or experience within the KCOL, possess an incidental take permit, experience with endangered Everglade snail kite demographic analyses, and experience with tagging and monitoring snail kites. As it relates to the snail kite, experience with nest site selection and nest survival, breeding, predators, reproduction, movements, calculating take, monitoring apple snails, identifying Everglades vegetation, and experience with airboats is preferred. The Recipient will notify the Corps before any key personnel changes or hiring.

## **6.0 FOLLOW-ON PERIODS**

Four 12-month follow-on periods are anticipated, subject to availability of funds.

## **7.0 PERIOD OF PERFORMANCE**

The Base period and each funded follow-on period are expected to have a 12-month period of performance.

## **8.0 COORDINATION**

### **Brian Hesford**

Cooperative Agreements Project Manager  
U.S. Army Corps of Engineers  
[brian.d.hesford@usace.army.mil](mailto:brian.d.hesford@usace.army.mil)  
Phone: (402) 200-8268

### **Graceann Sparkman**

Kissimmee River Restoration Project Manager  
Jacksonville District  
U.S. Army Corps of Engineers  
701 San Marco Blvd.  
Jacksonville, FL 32207  
[Graceann.R.Sparkman@usace.army.mil](mailto:Graceann.R.Sparkman@usace.army.mil)  
Phone: (904) 889-2487

### **Richard Skinker**

Lead Biologist  
Jacksonville District  
U.S. Army Corps of Engineers

701 San Marco Blvd.  
Jacksonville, FL 32207  
[richard.a.skinker@usace.army.mil](mailto:richard.a.skinker@usace.army.mil)  
Phone: (904) 238-0758

## **9.0 DELIVERABLES**

9.1 Biweekly email updates: Briefly include any relevant updates on snail kites. During the snail kite breeding season, include any relevant updates on juvenile snail kites in the state-wide area and Lake Kissimmee, Lake Cypress, Lake Hatchineha, Kissimmee River, and the Kissimmee River floodplain that are sent out by field staff on a regular basis.

9.1.1 Electronic copy (email attachment in Microsoft Word (MW)).

9.2 Quarterly Status Reports (QSRs) will be submitted every 90 days on a quarterly basis for the base period and every subsequent performance period of the cooperative agreement. QSRs will summarize work completed, progress made on data acquisition and analysis, update budget status, and point out any problems that may have arisen during the previous three months.

9.2.1 Electronic copy (email attachment in MW) of the QSRs shall be received every first of the month in December, March, June and September.

### **9.3 Field Sampling, Assessment and Monitoring Plan**

9.3.1 One (1) electronic copy (email attachment in MW) of a draft field sampling, assessment and monitoring plan shall be submitted to the Corps within ten (10) business days after the kickoff meeting. The draft field sampling, assessment and monitoring plan shall be submitted upon completion of each year of the cooperative agreement and will be reviewed by the Corps and comments provided within thirty (30) days upon submission.

9.3.2 One (1) electronic copy (email attachment in MW) of a final field sampling, assessment and monitoring plan shall be submitted each year of the cooperative agreement to the Corps following the submission and Corps review of the draft field sampling, assessment and monitoring plan.

### **9.4 Annual Reports**

The annual reporting period for snail kites is defined as December 1 – November 30 each year (USFWS 2024). A draft and final annual report will be submitted at the completion of each year of the cooperative agreement. The draft annual report shall be submitted upon completion of each year of the cooperative agreement and will be reviewed by the Corps within thirty (30) days upon submission, with comments provided.

The draft and final annual report will contain at a minimum, an introduction section, a description of the methods used, an evaluation of the data collected during the reporting period for a given year, summaries of analyses, a discussion of results, and a conclusion section. Each annual report should provide updated information and results on each of the project objectives above.

9.4.1: One (1) electronic copy (email attachment in MS Word format) of a draft annual report will be submitted each year of the cooperative agreement. A data file (Microsoft Excel Spreadsheet or CSV file) of all quality assured raw data will accompany each draft annual report. The Corps will review and provide comments within thirty (30) days of submission.

9.4.2: One (1) electronic copy (email attachment in MS Word format) of a final annual report will be submitted each year of the cooperative agreement following the submission and Corps review of the draft annual report.

## 9.5 Summary Report

A summary report will be submitted one month prior to the Period of Performance end date. The summary report will contain at a minimum an introduction, purpose of the study, research methodology, key findings, an evaluation of the data collected during each year of the cooperative agreement, results section, and a conclusion section summarizing the overall significance of the research and any recommendations.

9.5.1 One (1) electronic copy (email attachment in MS Word format) of a draft summary report will be submitted each year of the cooperative agreement. A data file (Microsoft Excel Spreadsheet or CSV file) of all quality assured raw data will accompany each summary report. The Corps will review and provide comments within thirty (30) days of submission.

9.5.2 One (1) electronic copy (email attachment in MS Word format) of a final summary report will be submitted each year of the cooperative agreement following the submission and Corps review of the draft summary report.

## 10.0 POST AWARD & INVOICE PROCESS

10.1 Payment requests and Progress (Invoice Package) - Submit Payment Request and additional required documents to: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil) . Carbon Copy the assigned USACE Project Manager as well as your organization's point of contacts (POCs) for the additional required documents and for delinquent accounts.

10.1.1. Frequency: Quarterly plus 30-day grace period (except for the final invoice package noted below). If the coverage dates are not quarterly or preapproved by the PM (or the first/last submittal), the invoice package will be rejected.

<u>Quarter</u>	<u>Invoice pkgs due No Later Than (NLT):</u>
Q1: Oct-Dec	Q1: 31 Jan
Q2: Jan-Mar	Q2: 30 Apr
Q3: Apr-Jun	Q3: 31 Jul
Q4: Jul-Sep	Q4: 31 Oct

10.1.2. Payment Requests must be submitted on form SF270 Request for Advance or Reimbursement with the accompanying Standard Form-Performance Progress Report (SF-PPR), otherwise the SF270 will be rejected.

#### 10.1.3. SF270 Request for Advance or Reimbursement

10.1.3.1 Block 9, Recipient Organization. For successful set up of Electronic Transfer of Funds (EFT), the Recipient's name and address shall reflect the exact name and physical address that appears in the System for Award Management (SAM), <https://sam.gov/>.

10.1.3.2 Blocks 11, (a), (b), & (c) are for the description of funds. Preferred description is: CLIN/POP Type, POP start and end dates, amount awarded (see example below); at minimum include the CLIN. If the description or the minimum CLIN information is missing, the SF270 and SF-PPR will be rejected.

Example:  
CLIN 0001 / Base  
22SEP23 – 21SEP24  
\$100,000.00

Funding must be separated as specified on the Award document. Sub-CLINs that specify "*for funding only*" (e.g., numbered 000101, 000102, etc.) may be rolled into the primary CLIN (e.g., 0001) unless otherwise instructed. All others require PM approval.

The SF270 may have multiple pages. An SF270 in Excel format may be requested at: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil), however, must be submitted in pdf format otherwise it will be rejected.

10.1.4. SF-PPR Standard Form-Performance Progress Report: The recipient shall tailor the SF-PPR to include, at minimum, the following information:

- Separate details by CLIN as applicable
- Achievements (must detail work during quarter associated with the invoice)
- Percent Completion
- Project Status
- Problems encountered and impact of activities and personnel on schedule
- Anticipated work in next reporting period

If the SF-PPR is incomplete, the SF-PPR and SF270 will be rejected.

A tailored SF-PPR form may be requested at: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil).

10.2. The final invoice package is due no later than 90 days from final (funded/exercised) POP end date and must include the following documents: If any of the required information below is missing, the final invoice package will be rejected.

- Final SF270
- SF-PPR
- Final SF
- DD882
- SF428 plus attachment B (C&S if applicable)
- SF298
- Final Report

Forms may be requested from the district office at [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil) or found at: <https://www.grants.gov/forms>.

**11.0** This cooperative agreement may be administered through a CESU only upon mutual agreement and official authorization by both parties of the acceptance of the application of the CESU Network Indirect Cost Rate (17.5%).

Any resulting cooperative agreement will be subject to, and Recipient shall comply with 2 CFR 200.313 "Equipment", 200.314 "Supplies", and 200.315 "Intangible Property" which includes use of research data.

## **12.0 REFERENCES**

U.S. Fish and Wildlife Service. 2024. Biological Opinion Kissimmee Headwaters Revitalization Project, Lakes Kissimmee, Hatchineha and Cypress Regulation Schedule – Increment 1

## **END OF STATEMENT OF OBJECTIVES**