

U.S. Fish and Wildlife Service

Great Lakes Restoration Initiative – Joint Venture Habitat Restoration and Protection

<https://umgljv.org/> and <https://acjv.org/>

Notice of Funding Opportunity – Fiscal Year 2021
F21AS00465

Closing Date: June 15, 2021

PAPERWORK REDUCTION ACT STATEMENT:

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

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

A. Program Description

A1. Authority

Anadromous Fish Conservation Act (16 U.S.C. 757a); Bald Eagle Protection Act (16 U.S.C. 668); Coastal Wetlands Planning, Protection and Restoration Act (16 U.S.C. 3951); Clean Water Act (33 U.S.C. 1254(b)(3)); Comprehensive Environmental Response, Compensation, and Liability Act (42 U.S.C. 103); Emergency Wetlands Resources Act (16 U.S.C. 3901); Endangered Species Act (16 U.S.C. 1561); Fish and Wildlife Act (16 U.S.C. 742a); Fish and Wildlife Conservation Act (16 U.S.C. 2901); Fish and Wildlife Coordination Act (16 U.S.C. 661) Great Lakes Fish and Wildlife Restoration Act (Public Law 109-326); Great Lakes Fishery Act (16 U.S.C. 931) ; Lacey Act (16 U.S.C. 3371-3378); Migratory Bird Treaty Act (16 U.S.C. 703); Non-indigenous Aquatic Nuisance Prevention and Control Act (16 U.S.C. 4701); North American Wetlands Conservation Act (16 U.S.C. 4401); Partners for Fish and Wildlife Act (16 U.S.C. 3771); Water Infrastructure Improvements for the Nation (WIIN) Act, P.L. No:114-322, Sec. 5005.

Catalog of Federal Domestic Assistance (CFDA) Number: 15.637

A2. Background, Purpose and Program Requirements

The goal of the Great Lakes Restoration Initiative is to target the most significant environmental problems in the Great Lakes ecosystem by funding and implementing federal projects that address these problems. As part of this initiative, the two bird habitat joint ventures that are in the Great Lakes watershed – the Upper Mississippi / Great Lakes Joint Venture and the Atlantic Coast Joint Venture – will be working with the Wildlife and Sport Fish Restoration programs in the Midwest and Northeast Regions of the U.S. Fish and Wildlife Service to competitively fund state and other partner projects for long-term habitat protection, restoration, or enhancement, for conservation of native Great Lakes fish

and wildlife populations, particularly migratory birds. Preference will be given to activities that help meet the habitat goals of the Upper Mississippi / Great Lakes Joint Venture [Implementation Plan](#) or the [Lower Great Lakes/St. Lawrence Plain \(BCR 13\) Bird Conservation Region Plan](#), other relevant bird conservation plans, and [State Wildlife Action Plans](#). Special Note: Wherever possible, projects that occur within known migratory bird migration stopover sites should be highlighted. The [Great Lakes Migratory Bird Stopover Map Tool](#) will be useful in identifying these sites. In addition, projects that occur within watersheds of “[Areas of Concern](#)” (AOC) should be highlighted. Though proposals within known migratory stopover sites and/or AOCs are encouraged, it is not a requirement for funding.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding: \$800,000

B2. Expected Award Amount

Maximum Award: \$300,000

Minimum Award: \$25,000

B3. Expected Award Funding and Anticipated Dates

Average award amounts are expected to be approximately \$300,000, with most funded efforts beginning in the fall of 2021. Funding is available for new projects and to continue or expand previously funded projects that have achieved relevant milestones.

Earliest starting dates for awarded projects will likely be October 1, 2021.

Expected Award Funding: \$300,000.00

Expected Award Date: 07/01/2021

B4. Number of Awards

Expected Number of Awards: One to three awards, on average, are awarded to applicants from each of the two Joint Ventures.

B5. Type of Award

Grants

C. Eligibility Information

C1. Eligible Applicants

- Special district governments
- State agencies
- Independent school districts
- Public and State controlled institutions of higher education
- Native American tribal governments (Federally recognized)
- Native American tribal organizations (other than Federally recognized tribal governments)
- Nonprofits having a 501 (c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education

- Private institutions of higher education
- Individuals
- Small businesses
- Others
- Unrestricted

Additional Information on Eligibility

Applicants who are not conservation-based organizations must demonstrate how their organizational priorities can satisfy the objectives of the Great Lakes Restoration Initiative (GLRI) and the priorities of the Joint Ventures, and how GLRI investments in the proposed project will be maintained and ensured into the future.

Eligible applications will be for habitat restoration, enhancement, and/or protections activities. Funding will not be provided to research and/or monitoring projects, as these are not activities that directly help achieve the habitat goals of the Upper Mississippi / Great Lakes Joint Venture Implementation Plan or the Lower Great Lakes/St. Lawrence Plan Bird Conservation Region Plan (BCR 13), other relevant bird conservation plans, and State Wildlife Action Plans.

Project areas must be within the U.S. watershed of the Great Lakes as defined by the U.S. Environmental Protection Agency (EPA) (<https://www.epa.gov/greatlakes/great-lakes-facts-and-figures>) within states bordering the Great Lakes (Illinois, Indiana, Michigan, Minnesota, New York, Ohio, Pennsylvania, and Wisconsin).

C2. Cost Sharing or Matching

Does the program have a cost sharing or matching requirement? Yes

Percentage of Cost Sharing/Matching Requirement: 25% non-Federal match

Matching contributions may take the form of cash, goods, services, or land value and must equal at least 25% of the requested Federal funds; permanent, non-reimbursable, and dedicated to a project; and documented by a signed letter of commitment from an authorized representative of the match provider in the application. The letter of commitment must detail the amount of matching funds or value of donated land and/or services. It is necessary to communicate with the appropriate Federal award agency contact to ensure that pursued land acquisitions comply with appraisal requirements and timing. Additionally, any real property acquired or contributed as match using grant funds must comply with the requirements of 2 CFR 200.31, 49 CFR 24 and 2 CFR 1402.329. Applicants may attribute some or all of their allowable indirect costs as voluntary committed cost-share/match, however recipients may only charge to the Federal award the indirect costs calculated against the allowable direct costs charged to the Federal award. Recipients may not charge to the Federal award indirect costs calculated against: 1) any portion of the recipient's direct costs which are proposed as voluntary committed cost-share/match; or 2) any portion of the direct costs charged to any other Federal or non-Federal partner.

C3. Other

An eligible proposal is a plan of action supported by grant and partner funds to conserve habitats for migratory birds and other wildlife through acquisition (including fee title, permanent conservation easements and donations of real property interests), restoration and/or enhancement that contains a

grant request between \$25,000 and \$300,000 and matching contributions of at least 25% of total grant request (Federal share), with an anticipated completion date no more than 24 months from the date of award. Grant awards may only be used for activities that begin after the grant agreement is signed - this grant program is not eligible for reimbursement of completed or ongoing projects. Pre-planning costs such as engineering, soil testing and other directly related preparations and site evaluations may be included in the cost of the grant if identified and quantified in the application and budget. However, please note that until pre-award costs are authorized under an approved award, the applicant has no assurance that the Service will reimburse these costs. Applications must be complete, with all required documentation described in this Notice.

Construction or capital improvement projects must include a determination of a useful life by the application and for that time period, the Service will monitor the improvement for continued compliance with grant conditions. Applications must include engineering, soil testing and other site evaluation and preconstruction planning to establish that the proposed activity is practicable.

A Federal interest will be attached to real property interests acquired with grant funds or contributed as match and must be titled to, or held by, either the recipient or an approved subrecipient. Further information can be found at 2 CFR 200.311, as any real property acquired using grant funds must comply with these requirements. Real property monitoring, appraisal and other requirements can also be found at 49 CFR 24 and 2 CFR 1402.329 It is necessary to communicate with the appropriate Federal award agency contact to ensure that pursued land acquisitions comply with all requirements.

Excluded Parties: *The Service* 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.

State Sponsors of Terrorism: This program will not fund projects in [countries determined by the U.S. Department of State to have repeatedly provided support for acts of international terrorism](#) and therefore are subject to sanctions restricting receipt of U.S. foreign assistance and other financial transactions.

Office of Foreign Assets Control Sanctions: This program will not fund projects in countries subject to comprehensive sanction programs administered by the [U.S. Department of Treasury, Office of Foreign Asset Control](#) without proper licenses.

In-Country Licenses, Permits, or Approvals: Entities conducting activities outside the U.S. are responsible for coordinating with appropriate U.S. and foreign government authorities as necessary to obtain all required licenses, permits, or approvals before undertaking project activities. The Service does not assume responsibility for recipient compliance with the laws, regulations, policies, or procedures of the foreign country in which they are conducting work.

D. Application and Submission Information

D1. Requesting Paper Application Package

Applicants can request paper application forms and other materials by contacting the appropriate Federal Awarding Agency Contact listed below in Section G.

Program Website Links: <https://umgljv.org/> and <https://acjv.org/>

D2. Content and Form of Application Submission

SF-424, Application for Federal Assistance

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

SF 424B, Assurances for Non-Construction Programs

When requesting support for a non-construction project, *individuals* applying for and receiving funds separate from a business or non-profit organization he/she may own or operate *and any entity waived by the Service from the SAM.gov registration requirements* must submit a signed and dated [SF-424B, “Assurances for Non-Construction Programs”](#) form. All of the required application forms are available with this announcement on Grants.gov.

SF 424D, Assurances for Construction Programs

Any applicant requesting support for a construction project must submit the [SF-424D, “Assurances for Construction Programs”](#). All required application forms are available with this announcement on Grants.gov.

Project Narrative

Application narrative requirements include:

- **Project title**
- **Description of entity(ies) undertaking the project**
- **Statement of need:** Describe why this project is necessary (significance/value) and include supporting information. Summarize previous or on-going efforts (of you/your organization and other organizations or individuals) that are relevant to the proposed work. Explain the successes or failures of past efforts and how your proposed project builds on them. If you have received funding previously (from the Service or any other entity) for this specific project work or site, provide a summary of the funding, associated activities and products/outcomes.
- **Goals and objectives:** State the long-term, overarching goal(s) of the program/project. State the objectives of the project. Objectives are the specific outcomes to be accomplished in order to reach the stated goal(s). The project objectives must be specific, measurable, and realistic (attainable within the project’s proposed project period).
- **Activities, Methods, Timetable:** List the proposed project activities and describe how they relate to the stated objectives. Activities are the specific actions to be undertaken to fulfill the project objectives and reach the project goal(s). The proposed project activities narrative must be detailed enough for reviewers to make a clear connection between the activities and the proposed project costs. Provide a list of all counties, by state, in which activities are proposed. For projects being conducted within the United States, the narrative must provide enough detail so that reviewers are able to determine project compliance with the National Environmental Policy Act, Section 7 of the Endangered Species Act, and Section 106 of the National Historic Preservation Act. Provide a detailed description of the method(s) to be used to carry out each activity. Provide a timetable indicating roughly when activities or project milestones are to be

accomplished. Include any resulting tables, spreadsheets or flow charts within the body of the project narrative (do not include as separate attachments). The timetable should not propose specific dates but instead group activities by month for each month over the entire proposed project period.

- **Description of stakeholder coordination or involvement:** As applicable, describe how you/your organization has coordinated with and involved other relevant organizations or individuals in planning the project, and detail if/how they will be involved in conducting project activities, disseminating project results and/or incorporating your results/products into their activities.
- **Project monitoring and evaluation plan:** Detail the monitoring and evaluation plan for the project. Building on the stated project objectives, which must be specific and measurable, identify what you will measure (i.e., quantitative/quantifiable indicators) and how you will measure (e.g., methods, sample size, survey tools). Reference the stated project timetable (i.e., process indicators) and budget information (i.e., input indicators). Identify the products/services to be delivered and how/to whom they will be delivered (i.e., output indicators). Detail the expected direct effect(s) of the project on beneficiaries (i.e., outcome indicators). Include any available questionnaires, surveys, curricula, exams/tests or other assessment tools to be used for project evaluation. Describe the resources and organizational structure available for gathering, analyzing and reporting monitoring and evaluation data. If applicable, describe how project participants and beneficiaries will participate in monitoring and evaluation activities. Describe how findings will be fed back into decision making and project activities throughout the project period.
- **Information on entities and key project personnel:** Provide a brief description of the applicant organization and all participating entities and/or individuals. Identify which of the proposed activities each agency, organization, group, or individual is responsible for conducting or managing. Provide complete contact information for the individual within the organization that will oversee/manage the project activities on a day-to-day basis.
- **Anticipated future funding needs and sustainability:** As applicable, describe which project activities will continue beyond the proposed project period, who will continue the work or act on the results achieved, and how and at what level you expect these future activities will be funded.
- **Map and Shapefile of Project Area:** Map(s) should clearly delineate the project area and be large enough to be legible. Label any sites referenced in the project narrative. Shapefiles of project area are encouraged to be sent directly to the Program Technical Contact (Section G) at the time of submission, as they cannot be submitted through GrantSolutions at this time.
- **Literature Cited:** if applicable.

SF-424A, Budget Information for Non-Construction Program

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the [SF-424A, “Budget Information for Non-Construction Programs”](#) form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles per the Service’s General Award Terms and Conditions. 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 other Federal funding. Enter each Federal program's CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this program appears on the first page of this announcement.

SF-424C, Budget Information for Construction Program (Required for land acquisition)

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For construction programs or land acquisition projects, applicants must complete and submit the [SF- 424C, "Budget Information for Construction Programs"](#). All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles per the Service's General Award Terms and Conditions. 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 other Federal funding. Enter each Federal program's CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this program appears on the first page of this announcement.

Request to Acquire, Improve, or Furnish Real Property

Applicants seeking approval to acquire real property under an award must complete and submit the [SF-429, "Real Property Status Report \(Cover Page\)"](#) and the [SF-429-B, "Real Property Status Report Attachment B \(Request to Acquire, Improve, or Furnish\)"](#). These forms are required if the real property is acquired with Federal funds, with recipient cost share or matching funds, or as an in-kind contribution under the award.

Budget Narrative

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

Conflict of Interest Disclosure

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

(a) Applicability.

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

(2) In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict of interest provisions in [2 CFR 200.318](#) apply.

(b) Notification.

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the Department of Interior (DOI) awarding agency or pass-through entity in accordance with [2 CFR 200.112](#).

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify,

disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

(c) *Restrictions on lobbying.* Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

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

(e) *Enforcement.* Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in [2 CFR 200.339](#) “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 Employer Identification Number (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.

Disclosure of Lobbying Activities

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

Overlap or Duplication of Effort Statement

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, “There are no overlaps or

duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel”. If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. When overlap exists, your statement must end with “We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this Funding Opportunity in writing.”

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

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

Obtain a DUNS Number

Request a DUNS Number through the Dun & Bradstreet website. 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](https://sam.gov). “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

Due Date for Applications: June 15, 2021

Application Due Date Explanation

[Funding Opportunities must identify due dates and times for all submissions in accordance with 2 CFR 200, Appendix I, section D (4) The Notice of Funding Opportunity will be open for at least 60 days. All proposals submitted by 11:59 PM, Eastern Daylight Time on June 15, 2021 will be considered for funding. Proposals may be submitted prior to the deadline.

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

Funding will be restricted to projects focused on habitat protection, restoration, or enhancement, for the conservation of native Great Lakes fish and wildlife populations, particularly of migratory birds. Funding will not be provided to research and/or monitoring projects, as these are not activities that directly help achieve the habitat goals of the Upper Mississippi / Great Lakes Joint Venture Implementation Plan or the Lower Great Lakes/St. Lawrence Plain (BCR 13) Bird Conservation Region Plan, other relevant bird conservation plans, and State Wildlife Action Plans.

Construction or capital improvement projects are allowed and must include a determination of a useful life by the application and for that time period, the Service will monitor the improvement for continued compliance with grant conditions.

Indirect Costs: Individuals

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

Indirect Costs: Organizations

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

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

Required Indirect Cost Statement

All organizations must include the applicable statement from the following list in their application and

attach to their application any documentation identified in the applicable statement:

We are:

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

cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per [2 CFR §1402.414](#). If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in [2 CFR §200.68](#), Modified Total Direct Cost (MTDC). We understand that we must request prior approval from the Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with [2 CFR §200.405](#), we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

- A [insert your organization type] that will charge all costs directly.

D7. Other Submission Requirements

Submit applications through GrantSolutions.gov. Grant start dates must be January 1, April 1, June 1, or October 1.

E. Application Review Information

E1. Criteria

Ranking and selection of projects will be based on information provided in the application. Evaluation of proposals will be done with the assistance of the following scoring criteria:

1. Benefits to priority bird species/habitats: 30 points
 - Located within priority Focal Area(s) for bird conservation: 0 – 10
 - Benefits multiple priority bird species or populations restorable in area: 0 – 10
 - How well does the project target critical habitat for target species at relevant life stage? 0 – 10
2. Magnitude of benefits: 35 points
 - How many acres of high quality, or expected high quality, habitat are affected: 0 – 5
 - How well does the project outcomes align with identified focal species needs? 0 – 5
 - Long-term Conservation: (10 points max)
 - Benefits in perpetuity: 10
 - Benefits for 26-99 years: 8
 - Benefits for 10-25 years: 6
 - Benefits for <10 years: 4
 - Connection to broader conservation initiative/lands: (10 points max)
 - Potential to influence/drive additional conservation in area: 0 – 5
 - Work done will have positive impact on adjacent lands: 0 – 5
 - Threat of conversion/development : 0 – 5
3. Accountability: 10 points
 - Track record of success of partner: 0 – 3
 - Project plan and design, readiness to begin; likely to be completed within 1-2 years: 0 – 3
 - Cost effectiveness (cost to benefit): 0 – 4
4. Partnership: 10 points

- Breadth/strength of partnership (number of partners, new partners, non-traditional or non-endemic partners): 0 – 5
- Was the project developed in collaboration with the JV or USFWS Migratory Bird staff? 0 – 5

5. Benefits to federally-listed species: 5 points

- Federally listed species present, and will benefit from actions proposed: 0 – 5

6. Do any other factors, not covered in the previous criteria, make this project or site particularly unique and valuable? Does the project offer important benefits that are not reflected in the other criteria? 10 points

The following list includes examples:

- Public Access
- Assists in prevention/control of invasive species
- Provides important benefits for cultural or historic resources
- Addresses climate change or provides other ecological service benefits

E2. Review and Selection Process

Projects within each Joint Venture (Upper Mississippi / Great Lakes Joint Venture and Atlantic Coast Joint Venture) will first be reviewed independently for eligibility and completeness by grant administrators, then for how well they address Joint Venture objectives by the Joint Venture Coordinators in consultation with their Management Boards with the assistance of the above proposal scoring criteria. The highest scored projects will be selected for funding by the Service until available funds are expended, or until viable projects are exhausted.

Prior to award, the program will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances, the program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Bureau may choose not to fund the selected project. The program may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the Bureau is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

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

Application acceptance - The Regional Wildlife and Sport Fish Restoration (WSFR) Office determines agency eligibility and whether applications are complete, substantial, and contain only activities that

are eligible. Applications that are ineligible are returned to the grantee. Revision and resubmission of returned applications is allowable up until the identified deadline for application submittals. Prior to award, the Service will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances, the Service may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Service may choose not to fund the selected project.

E3. CFR – Regulatory Information

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

E4. Anticipated Announcement and Federal Award Dates

July 1, 2021

F. Federal Award Administration Information

F1. Federal Award Notices

Following review, applicants may be requested to revise the project scope and/or budget before an award is made. Successful applicants will receive written notice in the form of a notice of award document. Notices of award are typically sent to recipients by e-mail. If e-mail notification is unsuccessful, the documents will be sent by courier mail (e.g., FedEx, DHL or UPS).

Awards are based on the application submitted to and approved by the Service and 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.

F2. Administrative and National Policy Requirements

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

Data Availability

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

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

(b) The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments,

for Federal purposes, including to allow for meaningful third-party evaluation.

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

F3. Reporting

All reports must be submitted in GrantSolutions.

Financial Reports

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

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. **Final** performance 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** performance reports on the frequency established in the Notice of Award.

Significant Developments Reports

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

Real Property Reports

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

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or

in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. The Service will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, the Service will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in [2 CFR 200.338 Remedies for Noncompliance](#), including termination of the award.

Other Mandatory Disclosures

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

Reporting Matters Related to Recipient Integrity and Performance

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

G. Federal Awarding Agency Contact(s)

Program Technical Contact

For programmatic technical assistance, contact:

Applicants in IL, IN, MI, MN, OH, WI:

Doug Gorby
U.S. Fish and Wildlife Service
Coordinator, Upper Mississippi/Great Lakes Joint Venture
2651 Coolidge Road, Suite 101
East Lansing, MI 48823
517-388-5258
douglas_gorby@fws.gov

Applicants in NY and PA:

Mitch Hartley
U.S. Fish and Wildlife Service
North Atlantic Coordinator, Atlantic Coast Joint Venture
300 Westgate Center Drive
Hadley, MA 01035
413-253-8779
mitch_hartley@fws.gov

Program Administration Contact

For program administration assistance, contact:

Abbey Kucera
5600 American Blvd, West, Suite 990
Bloomington, MN 55437-1458
612-713-5137 – Office phone number
612-308-9957 – Cell phone number
Abbey_Kucera@fws.gov

Application System Technical Support

For **Grants.gov** technical registration and submission, downloading forms and application packages, contact Grants.gov Customer Support at 1-800-518-4726 or by email to Support@grants.gov.

For **GrantSolutions** technical registration and submissions, downloading forms and application packages, contact GrantSolutions Customer Support at 1-866-577-0771 or by email to Help@grantsolutions.gov.

H. Other Information

Payments

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

PAPERWORK REDUCTION ACT STATEMENT:

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

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