

**U.S. Fish and Wildlife Service
Office of Science Applications, Alaska Region**

The Aleutian and Bering Sea Islands Landscape Conservation Cooperative

Catalog of Federal Domestic Assistance (CFDA) Numbers:

15.669 -Cooperative Landscape Conservation

15.670 - Adaptive Science

Funding Opportunity Announcement Number: **F15AS00090**

Notice of Funding Availability and Application Instructions

I. Description of Funding Opportunity

The U.S. Fish & Wildlife Service is seeking proposals on behalf of the Aleutian and Bering Sea Islands Landscape Conservation Cooperative (ABSI). The mission of the ABSI is to promote coordination, dissemination, and development of applied science to inform conservation of natural and cultural resources in the face of climate change and other landscape scale stressors.

Beginning in 2011, our review and synthesis of over 50 research and management plans identified six landscape-scale stressors of importance in the ABSI region: 1) climate variability and change; 2) commercial fishing; 3) contaminants and pollutants; 4) invasive and introduced species; 5) marine vessel traffic; and 6) ocean acidification. We conducted an extensive review of literature and an inventory of contemporary research and management efforts related to each of these six stressors. We used this information to develop an initial assessment of conservation threats to seven categories of natural resources and four ecosystem services vital to the ABSI region.

In 2013 we completed a Strategic Science Plan (SSP) that identifies climate change and variability as a primary science focus for ABSI. Marine vessel traffic, invasive and introduced species and contaminants and pollutants were assigned to a secondary category of focus. Commercial fishing and ocean acidification are considered a tertiary focus in large part due to substantial ongoing efforts aimed at these stressors. Copies of the SSP can be downloaded at [https://absilcc.org/science/SitePages/Strategic Science Plan.aspx](https://absilcc.org/science/SitePages/Strategic%20Science%20Plan.aspx).

In Fiscal Year 2013 we funded a project titled the “Aleutian and Bering Climate Vulnerability Assessment” or “ABCVA.” This project brought together 30 professionals organized in five teams to look at the climate-related vulnerabilities of: 1) seabirds; 2) marine mammals; 3) fish and commercial fisheries; 4) terrestrial vegetation; and 5) community sustainability, subsistence, and cultural resources. In December 2015, we held a Structured Decision Making workshop with members of each team as participants. This workshop identified several additional topics for further investigation in the area of climate-related vulnerabilities in the Aleutian and Bering Sea Islands region

II. Award Information

The ABSI is seeking proposals related to climate vulnerability assessments within the [Aleutian and Bering Sea Islands region](#).

Initial successful applicants will be notified by May 15, 2015. Time-sensitive project components that restrict feasibility to an early funding decision deadline should be highlighted in the proposal.

The period of performance for the majority of projects funded under this program is 6 to 24 months, starting in October 2015 and ending no later than October 2017. Project proposals must be designed accordingly. This program uses inter/intra-agency (awards to Federal entities) and cooperative agreements as the primary assistance instrument; it is expected that the Service (i.e. the ABSI staff) will have substantial involvement in the projects. In rare cases, grants may be the appropriate funding mechanism. For institutions participating within the Cooperative Ecosystems Studies Units programs, these tasks may be suitable for those programs, and would be the Service's preferred method of award. In addition, the Service will serve as the primary link to the ABSI Steering Committee and the awardee.

The total amount of funding is anticipated to be; \$50,000 for the first period with an additional \$50,000 for the option period funding that is subject to availability of funding. Multiple projects may be awarded under this topic, depending on availability of funds, but will not exceed \$100,000 for any single award. Proponents should become familiar with the overall applied science objectives of the ABSI LCC and the diverse group of managers and stakeholder we aim to serve as well as the categories of resources and ecosystem services we have identified as focal areas for our investments. More information can be found on our website at <http://absilcc.org>. Proponents may also wish to review example frameworks for conducting resource vulnerability assessments (e.g. the U.S. Fish and Wildlife Service's Scanning the Conservation Horizon: A Guide to Climate Change Vulnerability Assessment).

A key area of emphasis for ABSI is the communication of scientific information to managers and stakeholders in our region. Proposals that demonstrate thoughtful approaches in that regard and return products that are accessible to variety of audiences are of particular interest.

BASE YEAR: \$50,000

OPTION YEAR 1: \$50,000 (future funding is dependent upon the availability of funds and future appropriations)

For each the following topics we envision research efforts will primary consist of syntheses and modelling based on existing data and/or climate projections but we are also interested in possible proposals involving field research if leveraging of that existing work sufficiently addresses one or more of our topics. The following four topic areas have been identified by the ABSI Steering Committee as key information needs for managers and communities in the ABSI region relative to climate change:

Topic 1: We are interested in an evaluation of how climate change might disrupt trophic function important for key prey species of importance to marine mammals. We are specifically interested in an exploration of shifts in timing and spatial distribution of primary and secondary productivity in areas important to marine mammal species.

Topic 2: We want to understand how climate change might facilitate the expansion of parasites, diseases, or other pathogens in marine species important to human communities within the ABSI region. We are interested in syntheses, modelling, projections, etc. that specifically identify

climatic thresholds (e.g., ocean temperatures or sea ice extent) that define the ranges of pathogens and the potential for those ranges to change or expand given future projected conditions. We are particularly interested in projects in this topic area that focus on pathogens that affect marine species important to subsistence harvest practices and human health in the region.

Topic 3: We want to understand the potential negative effects of climate change on body condition of young of the year for key fish species (e.g., commercial and/or subsistence target species). Specifically, we are interested in syntheses of existing bioenergetics data (e.g., weight vs. fork length, calorimetric or fat content measures, etc.) and analysis of these given projections (hindcasts and/or forecasts) of climate variables to better understand potential climate change effects on recruitment.

Topic 4: We want to understand which seabird species might be most vulnerable to changes in prey abundance as a result of climate change effects on trophic function. Specifically, we are interested in a quantitative index of sensitivity to changes in forage abundance and timing that can be applied to seabird species in region. We imagine relevant variables to include things like body mass, cost of foraging, foraging ranges, ability to dive, activity budgets, potential for prey switching, etc. evaluated at the individual species level.

When a cooperative agreement award is made then substantial involvement on the part of the USFWS is required for the successful completion of the activities to be funded. The USFWS anticipates to be responsible for the following however final tasking will be determined before the official award is executed:

1. Provide the initial goals and objectives of vulnerability assessments.
2. Provide the background materials described in the NOFA.
3. Provide technical review/input.
4. Assist in the identification of entities to contact for potential collaboration.
5. Assist in developing appropriate outreach/tech transfer materials.
6. Serve as the liaison with the ABSI LCC Steering Committee, USFWS and the Alaska Climate Science Center.

III. Basic Eligibility Requirements

Eligible Applicants:

All potential applicants, including Federal agencies and Cooperative Ecosystem Studies Unit (CESU) Network: (<http://www.cesu.psu.edu/materials/partners.htm>), are eligible.

Non-federal applicants must follow the requirements shown in sections A through C.

Federal Agencies (only) - please see Attachment A for the checklist of required submission documents.

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

Federal law mandates that all entities applying for Federal financial assistance must have a valid Dun & Bradstreet Data Universal Number System (DUNS) number and have a current registration in the System for Award Management (SAM). See Title 2 of the Code of Federal Regulations (CFR), Part 25 (2 CFR 25) for more information. Exemptions: The SAM

registration requirement does not apply to individuals submitting an application on their own behalf and not on behalf of a company or other for-profit entity, state, local or Tribal government, academia or other type of organization.

A. DUNS Registration

Request a DUNS number online at <http://fedgov.dnb.com/webform>. U.S.-based entities may also request a DUNS number by telephone by calling the Dun & Bradstreet Government Customer Response Center, Monday – Friday, 7 AM to 8 PM CST at the following numbers:

U.S. and U.S Virgin Islands: 1-866-705-5711

Alaska and Puerto Rico: 1-800-234-3867 (Select Option 2, then Option 1)

For Hearing Impaired Customers Only call: 1-877-807-1679 (TTY Line)

Once assigned a DUNS number, entities are responsible for maintaining up-to-date information with Dun & Bradstreet.

B. Entity Registration in SAM

All applicants (unless the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR §25.110(b) or (c) or has an exception approved by the Federal awarding agency under 2 CFR §25.110(d) is required to:

- i. Be registered in SAM before submitting its application;
- ii. Provide a valid unique entity identifier in its application; and
- iii. Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

Register in SAM online at <http://www.sam.gov/>. Once registered in SAM, entities must renew and revalidate their SAM registration at least every 12 months from the date previously registered. Entities are strongly urged to revalidate their registration as often as needed to ensure that their information is up to date and in synch with changes that may have been made to DUNS and IRS information. Foreign entities who wish to be paid directly to a United States bank account must enter and maintain valid and current banking information in SAM.

C. Excluded Entities

Applicant entities identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits will not be considered for Federal funding, as applicable to the funding being requested under this Federal program.

D. Cost Sharing or Matching:

Cost sharing is a factor that will be considered within the evaluation criteria. Matching funds and in-kind contributions are acceptable forms of cost sharing.

IV. Application Requirements

To be considered for funding under this funding opportunity, an application must contain:

Applications are limited to 10 pages total.

A. Application for Federal Assistance form

A completed, signed and dated Application for Federal Assistance form. The SF-424 form is available online at <http://apply07.grants.gov/apply/FormLinks?family=15>. Do not include other Federal sources of funding, requested or approved, in the total entered in the “Federal” funding box on the Application for Federal Assistance form. Enter only the amount being

requested under this program in the “Federal” funding box. Include any other Federal sources of funding in the total funding entered in the “Other” box.

B. Project Summary

Briefly summarize the project, in one page or less. Include the title of the project, name and contact information for the Principal Investigator, total amount of funding requested, geographic location, and a brief overview of the need for the project, goal(s), objectives, specific project activities, beneficiaries, and expected outcomes consistent with this funding opportunity. 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 and/or disseminating project results. This summary may be posted for public viewing on our website; therefore, clearly identify any proprietary information that would need to be removed before allowing public access to the summary.

C. Project Narrative

NOTE: If applying for Option Period 1 / Year 2 funding, include subheadings in the project narrative that clearly describe goals, objectives, activities, deliverables, etc. that would be achieved with both Base Year and Option Year funding. It is essential that work conducted with Base Year funding alone produces meaningful results that are not contingent upon Option Year funding. If an application is selected for both Base Year and Option Year 1 funding, be advised that addition of Option Year 1 funding is dependent upon availability of funds in Fiscal Year 2016.

- 1. 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 donor) for this specific project work or site, provide a summary of the funding, associated activities and products/outcomes.
- 2. Project 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).
- 3. Project Activities, Methods and 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. 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. For projects being conducted on the high seas, the narrative should provide enough detail so that reviewers are able to determine project compliance with Section 7 of Endangered Species 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.

4. **Stakeholder Coordination/Involvement:** Please describe how you/your organization has coordinated with and involved other relevant entities from the ABSI region including managers, communities, industry, and other types of stakeholders in planning the project, and detail how some or all of these groups will be involved in conducting project activities, disseminating project results and/or incorporating your results/products into their activities.
5. **Project Monitoring and Evaluation:** 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 (i.e., 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.
6. **Description of Entities Undertaking the Project:** 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. If eligibility for funding is based in whole or in part on the qualifications of key personnel, provide for each key person a brief (**1-2 pages**) but descriptive overview of their education, experience and other skills that make them qualified to carry out the proposed project. To prevent unnecessary transmission of Personally Identifiable Information, ***do not include Social Security numbers, the names of family members, or any other personal or sensitive information including marital status, religion or physical characteristics on the description of key personnel qualifications.***
7. **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 or **if not applicable to your proposal please mark this is Not Applicable.**
8. **Literature Cited:** **if not applicable to your proposal please mark this is Not Applicable.**

9. **Map of Project Area:** Map should clearly delineate the project area and be large enough to be legible. Label any sites referenced in the project narrative or if not applicable to your proposal please mark this is Not Applicable.

D. Budget Form

Complete the **Budget Information for Non-Construction Programs (SF 424A)** or **Budget Information for Construction Programs (SF 424C)** form. Use the SF 424A if your project does not include construction and the SF 424C if the project includes construction or land acquisition. The budget forms are available online at <http://apply07.grants.gov/apply/FormLinks?family=15>. When developing your budget, keep in mind that financial assistance awards and subawards are subject to the cost principles in the following Federal regulations, as applicable to the recipient organization type:

- 2 CFR Part 220, Cost Principles for Educational Institutions
- 2 CFR Part 225, Cost Principles for States and Local Governments
- 2 CFR Part 230, Cost Principles for Non-Profit Organizations
- 45 CFR Part 74, Appendix E, Principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals
- 48 CFR 1, Subpart 31.2, Contracts with Commercial Organizations

Links to the full text of these Federal cost principles are available on the Internet at <http://www.fws.gov/grants/>.

Multiple Federal Funding Sources: If the project budget includes multiple Federal funding sources, you must show the funds being requested from this Federal program *separately* from any other requested/secured Federal sources of funding on the budget form. For example, enter the funds being requested from this Federal program in the first row of the Budget Summary section of the form and then enter funding related to other Federal programs in the subsequent row(s). Be sure to enter each Federal program's CFDA number in the corresponding fields on the form. The CFDA number for this Federal program appears on the first page of this funding opportunity.

E. Budget Justification

In a separate narrative titled "**Budget Justification**", explain and justify all requested budget items/costs. Detail how the SF 424 Budget Object Class Category totals were determined and demonstrate a clear connection between costs and the proposed project activities. For personnel salary costs, include the base-line salary figures and the estimates of time (as percentages) to be directly charged to the project. Describe any item that under the applicable Federal Cost Principles requires the Service's approval and estimate its cost.

Required Indirect Cost Statement: All applicants except individuals applying for funds separate from a business or non-profit organization he/she may operate **must** include in the budget justification narrative one of the following statements and attach to their application all required documentation as detailed in the following table:

Circumstance:	Statement to include in budget narrative:	Other document(s) to attach:
<ul style="list-style-type: none"> No indirect cost rate Charges all costs directly 	<p>Indirect Cost Statement: Our organization does not have an indirect cost rate and will charge all costs directly.</p>	None.
<ul style="list-style-type: none"> Is not an individual Has an indirect cost rate Has an approved Negotiated Indirect Cost Rate Agreement (NICRA) with their Federal cognizant agency covering part/all of the proposed project period 	<p>Indirect Cost Statement: We have an approved NICRA covering part/all of the proposed project period. A copy of that NICRA is attached.</p>	Copy of approved NICRA.
<ul style="list-style-type: none"> Is not an individual Has an indirect cost rate Has established a NICRA in the past, but do not have an approved rate covering part/all of the proposed project period May or may not have recently submitted a new NICRA proposal to cognizant agency. If not, will do so within the required timeframe, in the event an award is made 	<p>Indirect Cost Statement: Our indirect cost rate is [insert a description of the rate]. We have established a NICRA in the past but it expired. [Insert one of the following statements: “We submitted a new NICRA proposal to our cognizant agency on [insert date].” OR “In the event an award is made we will submit a NICRA proposal to our cognizant agency immediately and no later than 90 calendar days after the award is made”]. We understand that:</p> <ul style="list-style-type: none"> Although the Service may approve a budget that includes an estimate of indirect costs based on our stated rate, that approval will be contingent on our establishing a NICRA. Recipients without a NICRA are prohibited from charging indirect costs to a Federal award. Failure to establish a NICRA during the award period will make all costs otherwise allocable as indirect costs under the award unallowable. We will not be authorized to transfer any unallowable indirect costs to the amount budgeted for direct costs or to satisfy cost-sharing or matching requirements without the prior 	Copy of most recently expired NICRA and, when applicable, a copy of any NICRA proposal submitted to the cognizant agency that is currently pending approval.

	<p>written approval of the Service.</p> <p>We may not shift unallowable indirect costs to another Federal award unless specifically authorized by legislation.</p>	
<ul style="list-style-type: none"> • Is not an individual • Has an indirect cost rate • Has never established a NICRA in the past • Will submit a NICRA proposal to cognizant agency within the required timeframe, in the event an award is made 	<p>Indirect Cost Statement: Our indirect cost rate is [insert a description of the rate]. We have never established a NICRA. In the event an award is made we will submit a NICRA proposal to our cognizant agency immediately and no later than 90 calendar days after the award is made. We understand that:</p> <ul style="list-style-type: none"> • Although the Service may approve a budget that includes an estimate of indirect costs based on our stated rate, that approval will be contingent on our establishing a NICRA. • Recipients without a NICRA are prohibited from charging indirect costs to a Federal award. • Failure to establish a NICRA during the award period will make all costs otherwise allocable as indirect costs under the award unallowable. • We will not be authorized to transfer any unallowable indirect costs to the amount budgeted for direct costs or to satisfy cost-sharing or matching requirements without the prior written approval of the Service. <p>We may not shift unallowable indirect costs to another Federal award unless specifically authorized by legislation.</p>	<p>None at the time of application. In the event an award is made, recipient must submit a copy of their approved NICRA before charging indirect costs to the award.</p>
<ul style="list-style-type: none"> • Is not an individual, state, local or Federally-recognized Indian tribal government • Has never established a NICRA in the past • Cannot charge all costs directly • Will not be able to meet the requirement to submit a NICRA proposal within 90 	<p>Indirect Cost Statement: We have never established a NICRA in the past and will not be able to meet the requirement to submit a NICRA proposal to our cognizant agency within 90 calendar days after award, in the event an award is made. In the event an award is made we request as a condition of award to charge a flat indirect cost rate of 10% of modified total direct costs (MTDC). We understand this rate will apply for the life of the award, including any future extensions for time, and that the rate cannot be changed even</p>	<p>None.</p>

calendar days after award, in the event an award is made	if we do establish a NICRA at any point during the award period. We understand that MTDC is defined as all salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and subawards and subcontracts up to the <u>first</u> \$25,000 of each subaward or subcontract (regardless of the period of performance of the subawards and subcontracts under the award). We understand that MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward and subcontract in excess of \$25,000.	
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Applicants who are individuals applying for 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, do not include any indirect costs in your proposed budget.

For more information on indirect cost rates, see the Service’s **Indirect Costs and Negotiated Indirect Cost Rate Agreements** guidance document on the Internet at <http://www.fws.gov/grants/>.

Negotiating an Indirect Cost Rate with the Department of the Interior:

For organizations without a NICRA, you must have an open, active Federal award to submit an indirect cost rate proposal to your cognizant agency. The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your cognizant agency, your indirect cost rate will be negotiated by the Interior Business Center (IBC). For more information, contact the IBC at:

Indirect Cost Services
Acquisition Services Directorate, Interior Business Center
U.S. Department of the Interior
2180 Harvard Street, Suite 430
Sacramento, CA 95815
Phone: 916-566-7111
Email: ics@nbc.gov
Internet address: <http://www.aqd.nbc.gov/Services/ICS.aspx>

F. Statements Regarding A-133 Single Audit Reporting:

Following 2 CFR 200, Subpart F, Audit Requirements http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl, 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 a fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System.

All U.S. state, local government, federally-recognized Indian tribal government and non-profit applicants must provide a statement regarding if your organization was or was not required to submit a Single Audit report for the organization's most recently closed fiscal year. If required, indicate if that report is available on the Federal Audit Clearinghouse Single Audit Database website (<http://harvester.census.gov/sac/>).

See the following statements and include the applicable statement at the end of the Project Narrative in a section titled "**Single Audit Reporting Statements**".

Single Audit Report was required:

My organization was required to submit a Single Audit report last year. The reporting period covered was from (insert date) to (insert date). This report is available on the Federal Audit Clearinghouse Single Audit Database website (<http://harvester.census.gov/sac/>) or will be by (insert date).

Single Audit Report was not required:

My organization was not required to submit a Single Audit report last year.

G. Assurances

Include the appropriate signed and dated Assurances form available online at <http://apply07.grants.gov/apply/FormLinks?family=15>. Use the **Assurances for Non-Construction Programs (SF 424B)** if the project does not involve construction. Use the **Assurances for Construction Programs (SF 424D)** if the project does involve construction or land acquisition. Signing this form does not mean that all items on the form are applicable. The form contains language that states that some of the assurances may not be applicable to your organization and/or your project or program.

H. Certification and Disclosure of Lobbying Activities:

Under Title 31 of the United States Code, Section 1352, an applicant or recipient must not use any federally appropriated funds (both annually appropriated and continuing appropriations) or matching funds under a grant or cooperative agreement award to pay any person for lobbying in connection with the award. Lobbying is defined as influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress connection with the award. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying. If you/your organization have/has made or agrees to make any payment using non-appropriated funds for lobbying in connection with this project AND the project budget exceeds \$100,000, complete and submit the **SF LLL, Disclosure of Lobbying Activities** form. See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required.

Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying.

Application Checklist

(All applicants except Federal Entities; Federal Entities see checklist below)

- DUNS Registration (see requirement in Section III Basic Eligibility Requirements, A Duns Registration)
- SAM active registration (see requirement in Section III Basic Eligibility Requirements, B Entity Registration in SAM)
- Evidence of non-profit status:** If a non-profit organization, a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service.
- SF 424, Application for Federal Assistance:** A complete, signed and dated SF 424, SF 424-Mandatory, or SF 424- Individual form
- SF 424 Budget form:** A complete SF 424A or SF 424C Budget Information form
- SF 424 Assurances form:** Signed and dated SF 424B or SF 424D Assurances form
- Project summary**
- Project narrative**
- Timetable**
- Description of key personnel qualifications, if applicable**
- A-133 Single Audit Reporting statement:** If a U.S. state, local government, federally-recognized Indian tribal government, or non-profit organization, statements regarding applicability of and compliance with OMB Circular A-133 Single Audit Reporting requirements
- Budget justification**
- Federally-funded equipment list:** If Federally-funded equipment will be used for the project, a list of that equipment
- NICRA:** When applicable, a copy of the organization's current Negotiated Indirect Cost Rate Agreement
- SF LLL form:** If applicable, completed SF-LLL Disclosure of Lobbying Activities form

Federal Applicant Checklist (for Federal Applicants only)

- Project Summary and Narrative text and attachments as described above, including *curricula vitae*
- A Budget Table with the categories listed below as the minimum acceptable (see attachment A)
- If Federally funded equipment will be used for the project, a list of that equipment as described in section D above
- Remember to request an Account Password from the [ABSILCC website](#) no less than one week in advance of submitting your proposal so we can ensure that you have a password-protected account. You must have a username and password in order to upload your proposal documents.

Failure to provide complete information may cause delays, postponement, or rejection of the application.

V. Submission Instructions

SUBMISSION DEADLINE: Applications must be received by 3:00 PM Alaska Standard Time, April 6, 2015.

Intergovernmental Review: Before submitting an application, **U.S. state and local government** applicants should visit the following website

(http://www.whitehouse.gov/omb/grants_spoc/) to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372

“Intergovernmental review of Federal Programs.” E.O. 12372 was issued to foster the intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The E.O. allows each state to designate an entity to perform this function. The official list of designated entities is posted on the website. Contact your state’s designated entity for more information on the process the state requires to be followed when applying for assistance. States that do not have a designated entity listed on the website have chosen not to participate in the review process.

To submit an application through Grants.gov:

Go to the Grants.gov Apply for Grants page

(http://www07.grants.gov/applicants/apply_for_grants.jsp) for an overview of the process to apply through Grants.gov. You/your organization must complete the Grants.gov registration process before submitting an application through Grants.gov. Registration can take between three to five business days, or as long as two weeks if all steps are not completed in a timely manner.

Important note on Grants.gov application attachment file names: Please do not assign application attachments file names longer than 20 characters, including spaces. Assigning file names longer than 20 characters will create issues in the automatic interface between Grants.gov and the Service’s financial assistance management system.

Federal Agency Applicants must submit their proposal through the ABSI LCC website at: <https://absilcc.org/science/SitePages/nofaapply.aspx>. You will be required to establish a password-protected account on our website. The account request must be completed at least one week in advance of submitting your proposal to ensure that you receive your password in time. Use the following naming conventions for your files: start the file name with the lead principle investigator’s last name followed by their first initial and the underscore (_) character (i.e. *SoloH_Proposal.docx*).

VI. APPLICATION REVIEW

Criteria: To be considered for funding, applications will be evaluated on the following criteria:

1. Soundness of Design / Technical Feasibility (“Go/No Go” criterion)

Is there a clear statement of project objectives, explanation of what the project will accomplish and why it is important for the ABSI LCC or sub-region of the LCC? Have the applicants demonstrated a clear understanding of the problem being addressed, the present state of knowledge in the field, and the project’s relation to other work? Is there sufficient information to evaluate the project technically? What are the strengths and/or weaknesses of the technical

design relative to securing productive results? Is there an assessment of project uncertainties and how they could impact the success of the project?

2. Applicant Capability to Satisfactorily Complete Project (“Go/No Go” criterion)

Does the proposal demonstrate that the technical capability of the applicant is sufficient to successfully complete the project, taking into account such factors as the applicant’s: 1) past performance in successfully completing projects similar in size, scope and relevance to the proposed project; 2) organizational experience and plan for timely and successfully achieving the objectives of the project; 3) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the objectives of the project (Was the proposal accompanied by CVs, resumes or letters defining their relevant experience, for each lead PI?); and 4) experience/familiarity working with land and resource management entities, and/or hydrological data.

3. Useability/Applicability

Have the applicants demonstrated a clear understanding of the information needs the work will address and the logistical challenges presented by working in Alaska? Have they demonstrated a clear understanding of what those information needs are, the measurable benefits to decision making by LCC partners and stakeholders that will result from the work, and the form or manner in which the work’s products should be made available so as to be most readily used by these decision makers? The LCC will contact up to three decision makers from among those whose contact information is provided in the proposal or from others in similar positions within the recommended agency/entity

4. Leveraging / Partnerships

To what extent will the proposed work strengthen existing partnerships and/or initiate new partnerships and collaborations? To what extent does the proposed work take advantage of existing resources such as matching funding (including in-kind) or build on previous efforts? The scoring guidelines below will be supplemented such that proposals with less than 25% leveraging will be scored Low; 25-49% scored Medium, 50-100% scored High; and >100% scored as Exceeding.

5. Timeline and Costs

Is there a clear table detailing appropriate timelines and associated measurable milestones, objectives, accomplishments, and deliverables that can be used to track and evaluate project performance through the entire award period? Is the justification and allocation of the budget, in terms of the work to be performed, unreasonably high or low? Are leveraged funds adequately described?

6. Education / Outreach

Is an education and outreach plan clearly defined? Are there planned education and outreach activities/materials aimed at audiences including local communities, general public, stakeholders, and the scientific community? Are there activities/materials aimed at decision makers? Are the education/outreach costs itemized in the budget realistic for the proposed activities?

7. Data Management

Does the proposal include a clear summary of the project’s draft data management plan? Does the summary identify any limitations on access or reuse, articulate quality assurance and quality

control procedures, and identify a long-term data management & curation strategy, such as an existing publically-accessible repository and data server?

SCORING GUIDELINES – applies to all criteria.

- Exceeds - The proposal responds to all aspects of the criterion and includes additional benefits above and beyond those listed.
- High - The proposal responds to the criterion in a manner that leaves no questions from the reviewer that the applicant will successfully fulfill the criterion.
- Medium - The proposal responds to most of the components of the criterion in a manner that results in only minor, non-scientific, easily addressed concerns that the proposed work will satisfy the criterion.
- Low - The response to the criterion was insufficient to allow the reviewers to believe that the proposed action, as written, would address the criterion’s intent.

Review and Selection Process:

Proposals will be evaluated by the ABSI Steering Committee, Staff and outside experts using a tiered evaluation approach. Criterion 1, Soundness of Design/Technical Feasibility, and Criterion 2, Applicant Capability to Satisfactorily Complete Project, are “Go/No Go” criteria; proposals that warrant a score of Low on either criterion will not be reviewed further. Proposals receiving further review will be scored with respect to all criteria listed below, with scores summed across criteria. Proposals with total scores in the moderate and above range will then be evaluated with respect to additional criteria, including: potential impact of the expected products on the topics(s) addressed.

The Steering Committee will select a proposal for funding in consideration of both the individual project evaluation and the ability of the final suite of selections to provide the best foundation for ABSI to meet its conservation goals.

Risk Assessment:

As part of the review process, the U.S. Fish and Wildlife Service is required to conduct a risk assessment, of the potential recipient, prior to the award of a Financial Assistance Agreements or a revision to an existing award to increase funding. The requirement states that once a Fiscal Year (FY) each recipient, who will be awarded one or more grant or cooperative agreement award(s), will have a risk assessment conducted. The risk assessment will include, but is not limited to the following areas:

- Potential for Implementation problems
- Financial Management Systems and Funds Management Records
- Performance Track Record
- Staff Level and Key Qualifications
- Project Delivery Experience
- Award Administration and Reporting Compliance
- Single Audit Submissions and Results
- Other Factors that may Impact Risk Level

The results of the assessment will determine one of three risk levels for your organization which will determine the appropriate level of monitoring activities that the Service will be required to accomplish for your award. If you are selected for award under this funding opportunity, your organization will be notified if you are determined to be in the medium or high risk levels and

what other, if any, additional monitoring will be required other than the standard monitoring protocols will be incorporated into your Notice of Award Letter (NOAL).

VII. Award Administration

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). Award recipients are not required to sign/return the Notice of Award document. Acceptance of an award is defined as starting work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by, the Service. The notice of award document will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests. Applicants whose projects are not selected for funding will receive written notice, most often by e-mail, within 30 days of the final review decision.

ABSI will only distribute funds to one Non-Federal entity per proposal; thus, funding required by additional non-Federal partners would be distributed to them as subcontractors to the primary entity. ABSI will distribute funds to no more than three Federal agencies per proposal. If the proposal is submitted through a Federal Agency, one of the Federal Agency partners on the proposal will be required to develop agreements with any non-Federal partner. Principal Investigators for any successful proposal that requires ABSI to distribute funds to more than one entity will be expected to provide ABSI with a signed agreement (such as a Memorandum of Agreement) that defines the partners agencies/entities' individual roles, responsibilities and commitment to complete the project.

Domestic Recipient Payments: Prior to award, the Service program office will contact you/your organization to either enroll in the U.S. Treasury's Automated Standard Application for Payments (ASAP) system or, if eligible, obtain approval from the Department of the Interior to be waived from using ASAP.

Domestic applicants subject to the SAM registration requirement (see Section III B.) who receive a waiver from receiving funds through ASAP must maintain current banking information in SAM. Domestic applicants exempt from the SAM registration requirement who receive a waiver from receiving funds through ASAP will be required to submit their banking information directly to the Service program. However, ***do NOT submit any banking information to the Service until it is requested from you by the Service program!***

Foreign Recipient Payments: Foreign recipients receiving funds to a bank outside of the United States will be paid electronically through U.S. Treasury's International Treasury Services (ITS) system.

Foreign recipients receiving funds electronically to a bank in the United States will be paid by Electronic Funds Transfer (EFT) through the Automated Clearing House network. Foreign recipients who wish to be paid to a bank account in the United States must enter and maintain current banking information in SAM (see Section III).

The Notice of Award document from the Service will include instructions specific to each recipient on how to request payment. If applicable, the instructions will detail any additional information/forms required and where to submit payment requests.

Transmittal of Sensitive Data: Recipients are responsible for ensuring any sensitive data being sent to the Service is protected during its transmission/delivery. The Service strongly recommends that recipients use the most secure transmission/delivery method available. The Service recommends the following digital transmission methods: secure digital faxing; encrypted emails; emailing a password protected zipped/compressed file attachment in one email followed by the password in a second email; or emailing a zipped/compressed file attachment. The Service strongly encourages recipients sending sensitive data in paper copy to use a courier mail service. Recipients may also contact their Service Project Officer and provide any sensitive data over the telephone.

Award Terms and Conditions: Acceptance of a financial assistance award (i.e., grant or cooperative agreement) from the Service carries with it the responsibility to be aware of and comply with the terms and conditions applicable to the 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 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. The Federal regulations applicable to Service awards are available on the Internet at <http://www.fws.gov/grants/>. If you do not have access to the Internet and require a full text copy of the award terms and conditions, contact the Service point of contact identified in the Agency Contacts section below.

Recipient Reporting Requirements:

Interim financial reports and performance reports may be required. Interim reports will be required no more frequently than quarterly, and no less frequently than annually. A final financial report and a final performance report will be required and are due within 90 calendar days of the end date of the award. Performance reports must contain: 1) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work; 2) a description of reasons why established goals were not met, if appropriate; and 3) any other pertinent information relevant to the project results.

Significant Development 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 Service in writing as soon as the following types of conditions become known:

- 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.
- 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 Service will specify in the notice of award document the reporting and reporting frequency applicable to the award.

VIII. Agency Contacts

For questions about this Notice of Funding Availability contact:

Douglas M. Burn
Coordinator
LCC
U.S. Fish & Wildlife Service
1011 E. Tudor Road MS281
Anchorage, Alaska 99503
Douglas_Burn@fws.gov
907-786-3807

Aaron Poe
Science Coordinator
Aleutian and Bering Sea Islands LCC
U.S. Fish & Wildlife Service
1011 E. Tudor Road MS281
Anchorage, Alaska 99503
Aaron_Poe@fws.gov
907-786-3914

Attachment A. Application Checklist and Budget Instructions for Federal Agency Applicants (ONLY).

Application Checklist

- Project Summary and Narrative text and attachments as described above, including *curricula vitae*
- A Budget Table with the categories listed below as the minimum acceptable.
- If Federally funded equipment will be used for the project, a list of that equipment as described in section D above
- Remember to request an Account Password from the ABSI website no less than one week in advance of submitting your proposal so we can ensure that you have a password protected account. You must have the password in order to upload your proposal.

Budget: Provide an itemized budget using the following table or a table that includes all of the elements listed below. In addition, please clearly identify the costs associated with each project year proposed.

	BASE YEAR		OPTION YEAR 1		TOTAL
	ABSI FUNDS FY15	FY15 MATCH*	ABSI FUNDS FY16	FY16 MATCH*	
<u>Personnel Service Cost</u>					
<i>Salaries and/or Wages</i>					
<i>Fringe Benefits</i>					
<i>Personal Service Indirect Cost %</i>					
SUBTOTAL					
<u>Non-personnel Service Cost</u>					
<i>Travel</i>					
<i>Equipment</i>					
<i>Supplies & Materials</i>					
<i>Contractual Services</i>					
<i>Other</i>					
<i>Non-personal Indirect Cost %</i>					
SUBTOTAL					
TOTAL					

****No match is required, but proposals that include matching contributions that enhance the project outcome or reduce cost to ABSI will be given additional consideration. Only the subtotals for Match in Personnel Costs and Non-Personnel Costs are required.***

Application Instructions

NOFA Number:	F15AS00090
Project Title:	Aleutian and Bering Climate Vulnerability Assessment
Agency/Program Name:	U.S. Fish & Wildlife Service on behalf of the Aleutian and Bering Sea Islands Landscape Conservation Cooperative
Full Announcement URL	https://absilcc.org/science/SitePages/nofa.aspx http://www.fws.gov/alaska/funding_opportunity.htm
Authorities:	This agreement is entered into under the authority of the Fish and Wildlife Conservation Act, as amended, (16 USC 2901-2911) and the Fish and Wildlife Coordination Act, 16 USC 661 to 666C.

Please see the full announcement at the URL listed in the above table.

If you have any questions or concerns, please contact the individual listed below under Agency Contacts.

Failure to provide complete information, as outlined in the announcement and application instructions may cause delays, postponement, or rejection of the application.

Application Checklist

- DUNS Registration (see requirement in Section III Basic Eligibility Requirements, A Duns Registration)
- SAM active registration (see requirement in Section III Basic Eligibility Requirements, B Entity Registration in SAM)
- Evidence of non-profit status:** If a non-profit organization, a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service.
- SF 424, Application for Federal Assistance:** A complete, signed and dated SF 424, SF 424-Mandatory, or SF 424- Individual form
- SF 424 Budget form:** A complete SF 424A or SF 424C Budget Information form
- SF 424 Assurances form:** Signed and dated SF 424B or SF 424D Assurances form
- Project summary**
- Project narrative**
- Timetable**
- Description of key personnel qualifications, if applicable**
- A-133 Single Audit Reporting statement:** If a U.S. state, local government, federally-recognized Indian tribal government, or non-profit organization, statements regarding applicability of and compliance with OMB Circular A-133 Single Audit Reporting requirements
- Budget justification**
- Federally-funded equipment list:** If Federally-funded equipment will be used for the project, a list of that equipment

- NICRA:** When applicable, a copy of the organization's current Negotiated Indirect Cost Rate Agreement
- SF LLL form:** If applicable, completed SF-LLL Disclosure of Lobbying Activities form

Failure to provide complete information may cause delays, postponement, or rejection of the application.

Federal Applicant Checklist (for Federal Applicants only)

- Project Summary and Narrative text and attachments as described above, including *curricula vitae*
- A Budget Table with the categories listed below as the minimum acceptable (see attachment A)
- If Federally funded equipment will be used for the project, a list of that equipment as described in section D above
- Remember to request an Account Password from the [ABSILCC website](#) no less than one week in advance of submitting your proposal so we can ensure that you have a password-protected account. You must have a username and password in order to upload your proposal documents.

V. Submission Instructions

SUBMISSION DEADLINE: Applications must be received by 3:00 PM Alaska Standard Time, April 5, 2015.

Intergovernmental Review: Before submitting an application, **U.S. state and local government** applicants should visit the following website (http://www.whitehouse.gov/omb/grants_spoc/) to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 "Intergovernmental review of Federal Programs." E.O. 12372 was issued to foster the intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The E.O. allows each state to designate an entity to perform this function. The official list of designated entities is posted on the website. Contact your state's designated entity for more information on the process the state requires to be followed when applying for assistance. States that do not have a designated entity listed on the website have chosen not to participate in the review process.

To submit an application through Grants.gov:

Go to the Grants.gov Apply for Grants page (http://www07.grants.gov/applicants/apply_for_grants.jsp) for an overview of the process to apply through Grants.gov. You/your organization must complete the Grants.gov registration process before submitting an application through Grants.gov. Registration can take between three to five business days, or as long as two weeks if all steps are not completed in a timely manner.

Important note on Grants.gov application attachment file names: Please do not assign application attachments file names longer than 20 characters, including spaces. Assigning file names longer than 20 characters will create issues in the automatic interface between Grants.gov and the Service's financial assistance management system.

Federal Agency Applicants must submit their proposal through the ABSI LCC website at: <https://absilcc.org/science/SitePages/nofaapply.aspx>. You will be required to establish a password-protected account on our website. The account request must be completed at least one week in advance of submitting your proposal to ensure that you receive your password in time. Use the following naming conventions for your files: start the file name with the lead principle investigator's last name followed by their first initial and the underscore (_) character (i.e. *SoloH_Proposal.docx*).

VIII. Agency Contact:

For questions about this Notice of Funding Availability contact:

Douglas M. Burn
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