

**U.S. Fish and Wildlife Service  
National Wildlife Refuge System**

Network-based Water Temperature Monitoring of Salmon Habitat in the Kodiak  
Archipelago, Alaska

Catalog of Federal Domestic Assistance (CFDA) Number:  
15.669 and 15.670

**Funding Opportunity Announcement Number: F15AS00134**

**SUBMISSION DEADLINE: March 23, 2015, 5:00 PM Alaska Time**

**Notice of Funding Opportunity**

The U.S. Fish and Wildlife Service, Region 7 intends to award a single source financial assistance agreement as authorized by 505 DM 2.14 (B) to three entities: the Alaska Department of Fish & Game (ADF&G), the Old Harbor Tribal Council and Larson Bay Tribal Council. This notice is not a request for proposals and the Government does not intend to accept proposals.

**I. Description of Funding Opportunity**

Funds are available to provide assistance for water temperature monitoring within the Kodiak Archipelago. In 2013, the Kodiak National Wildlife Refuge, Alaska Department of Fish & Game, Sun`aq Tribe of Kodiak and the Kodiak Regional Aquaculture Association collaborated on a proposal to the Western Alaska Landscape Conservation Cooperative (LCC) to develop and implement a voluntary participation water temperature monitoring network in the Kodiak Archipelago. The proposal was submitted and awarded in response to the grants.gov funding announcement #F13AS00342 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. Phase one of the award involved development of a strategic implementation plan that included extensive outreach to prospective collaborators. Phase two of the award includes initial assistance for partners participating in the voluntary monitoring network as described in the implementation plan developed in phase one. The full implementation plan can be found at [http://westernalaskalcc.org/projects/SitePages/WA2014\\_31.aspx](http://westernalaskalcc.org/projects/SitePages/WA2014_31.aspx).

**II. Federal Award Information**

The U.S. Fish and Wildlife Service, Region 7 intends to award one single source financial assistance agreement, as authorized by 505 DM 2.14 (B), to each of the three partners, Alaska Department of Fish & Game, Old Harbor Tribal Council and Larson Bay Tribal Council. The amount of the awards are ADF&G is \$12,937.00; Old Harbor Tribal Council \$8,171.00 and Larson Bay Tribal Council \$8,247.00 for a total of \$29,355.00. The period of performance is approximately 2 years, starting 4/1/2015 through 4/31/2017.

These cooperative agreements are to be awarded without competition for the following reasons. ADF&G was a partner involved in the development of the proposal submitted to the Western Alaska LCC but donated their assistance during the development of the implementation plan. The ADF&G is uniquely situated to provide broad coverage of water temperature monitoring within the Kodiak Archipelago because of their on-going work at important salmon habitat sites on Kodiak and Afognak Islands which will minimize the transportation and personnel costs associated with the temperature monitoring. Similarly, Old Harbor TC and Larson Bay TC have access to locations that are not routinely reached by other partners and monitoring temperature at these sites will provide a more comprehensive picture of water temperature change in salmon habitat on Kodiak Island. Both Old

Harbor and Larson Bay Tribal Councils, as well as ADF&G, have established Memorandums of Understanding with the monitoring coordinator lead at the Kodiak National Wildlife Refuge to document their support and intent to contribute to the temperature monitoring network.

The USFWS is required to be substantially involved in the project under this funding opportunity for successful completion of the activities to be funded. In particular, the Service will be responsible for the following:

- Facilitates network operation via monitoring and coordination of the network's strategic plan.
- Communicates with cooperators and interested parties via email, phone, and meetings regarding needs and status of plan implementation, as well as new developments pertaining to data standards, data clearinghouse, cooperator and network functions, etc.
- Organizes training in standards and methods for monitoring stream and lake water temperature consistent with the strategic plan.
- Develop and deploys a database application that serves as tool for quality control evaluation of temperature data collected by the Cooperators.
- Serves as liaison between the Cooperators and regional entities such as the Western Alaska LCC and, if established, data clearinghouse personnel.
- On behalf of Cooperators, the Coordinator may lead development of grant applications and subsequent coordination of approved grant funds to support implementation of the strategic plan.
- Accomplish data collection objectives identified for Kodiak NWR in the strategic plan.
- In consultation with Network Cooperators, annually issue progress report to the LCC and interested parties by December 31st.

### **III. Basic Eligibility Requirements**

#### **Eligible Applicants:**

The Service intends to award a single source financial assistance agreement, as authorized by 505 DM 2.14 (B), to each of the following entities: ADF&G, Old Harbor Tribal Council and Larson Bay Tribal Council.

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.

Federal Award may not be made to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements additionally if an applicant has not fully complied with the requirements by the time the Service is ready to make the award, the Service may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

#### **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 share or match is not required.

## **IV. Application Requirements**

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

### **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, geographic location, and a brief overview of the need for the project. Goal(s), objectives, specific project activities, anticipated outputs and outcomes can also be included in this section. It is acceptable to reference or excerpt from the Strategic Implementation Plan posted at: [http://westernalaskalcc.org/projects/SitePages/WA2014\\_31.aspx](http://westernalaskalcc.org/projects/SitePages/WA2014_31.aspx).

## C. Project Narrative

1. **Statement of Need:** Not required as it is described in detail in the posted Implementation Plan.
2. **Project Goals and Objectives:** Specific to your entity's participation in the Water Temperature Monitoring network, 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:** Specific to your entity's participation in implementing the Water Temperature Monitoring network 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:** Not required.
5. **Project Monitoring and Evaluation:** Not required.
6. **Description of Entities Undertaking the Project:** Specific to your entity's participation in implementing the Water Temperature Monitoring network, 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.
7. **Sustainability:** Not Required.
8. **Literature Cited:** Not Required.
9. **Map of Project Area:**  
A map of the project area and sites targeted for continuous water temperature monitoring is displayed in Figure 3, page 13, of the Strategic Plan posted at:  
[http://westernalaskalcc.org/projects/SitePages/WA2014\\_31.aspx](http://westernalaskalcc.org/projects/SitePages/WA2014_31.aspx).
10. **Statement(s) Regarding Single Audit Reporting:**

Input the applicable statement from Section F. Single Audit Reporting Statements of this document.

#### 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 on the Internet 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 Federal cost principles in Title 2 of the Code of Federal Regulations Part 200, as applicable to the recipient organization type.

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

**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. The budget should reflect the activities and costs identified in the Strategic Implementation Plan.

**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 any required documentation identified in the applicable statement:

"We are:

1. 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. A copy of our most recently approved rate agreement/certification is attached.
2. 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 are required to prepare and retain for audit an indirect cost rate proposal and related documentation to support those costs.
3. A [insert your organization type; U.S. states and local governments, please use one of the statements above or below] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. A copy of our most recently approved rate agreement is attached.
4. 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]. 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.

5. 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]. However, in the event an award is made, 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 minimus* indirect cost rate of 10% of modified total direct costs as defined in Title 2 of the Code of Federal Regulations Part 200, section 200.68. We understand that the 10% *de minimus* rate will apply for the life of the award, including any future extensions for time, and that the rate cannot be changed even if we do establish an approved rate with our cognizant agency at any point during the award period

6. 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. If we do not have an approved indirect cost rate with our cognizant agency, we understand that the basis for direct costs will be 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 MTDC base instead of the base identified in our approved indirect cost rate agreement, and 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.

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

**All applicants are hereby notified of the following:**

- Recipients without an approved indirect cost rate are prohibited from charging indirect costs to a Federal award. Accepting the 10% *de minimus* rate as a condition of award is an approved rate.
- Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award.
- Only the indirect costs calculated against the Federal portion of the total direct costs may be charged to the Federal award. Recipients may not charge to their Service award any indirect costs calculated against the portion of total direct costs charged to themselves or charged to any other project partner, Federal and non-Federal alike.
- Recipients must have prior written approval from the Service to transfer unallowable indirect costs to amounts budgeted for direct costs or to satisfy cost-sharing or matching requirements under the award.
- Recipients are prohibited from shifting unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.”

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:**

Entities that do not have a NICRA, must have an open, active Federal award before they can submit an indirect cost rate proposal to their 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](mailto:ics@nbc.gov)  
Internet address: <http://www.aqd.nbc.gov/Services/ICS.aspx>

- F. Single Audit Reporting Statements: As required in Title 2** of the Code of Federal Regulations (CFR) 200, Subpart F, Audit Requirements, 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, state that the report is available on the Federal Audit Clearinghouse Single Audit Database website (<http://harvester.census.gov/sac/>) and provide the EIN under which that report was submitted.**

See the following statements **and include all applicable statements at the end of the Project Narrative in number 10, titled: Statement(s) Regarding Single Audit Reporting**

**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, filed under EIN #(insert EIN), is available on the Federal Audit Clearinghouse Single Audit Database website (<http://harvester.census.gov/sac/>) or will be by (insert date).

OR

**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 Construction Programs (SF 424D)** for construction and land acquisition projects. Use the **Assurances for Non-Construction Programs (SF 424B)** for all other types of projects. . 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 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 2 CFR 200.245, Lobbying and 2 FR 200.415, Certifications, for additional information.

- I. Conflict of Interest Disclosures: Applicants must notify the Service in writing of any actual or potential conflicts of interest that are known at the time of application or that may arise during the life of this award, in the event an award is made. Conflicts of interest include any relationship or matter which might place the recipient, the recipient's employees, or the recipient's subrecipients in a position of conflict, real or apparent, between their responsibilities under the award and any other outside interests. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the applicant, the applicant's employees, or the applicant's future subrecipients in the matter. Upon receipt of such a notice, the Service Project Officer in consultation with their Ethics Counselor will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the applicant to reduce or resolve the conflict. Failure to resolve conflicts of interest in a manner that satisfies the Service may result in the project not being select for funding.**

**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, if applicable**
- Project narrative**
- Timetable**
- Description of key personnel qualifications, if applicable**

- 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 2 CFR 200, Subpart F, Audit Requirement
- 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
- Conflict of Interest Disclosures:** When applicable, written notification of any actual or potential conflicts of interest that may arise during the life of this award.
- 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.

## **V. Submission Instructions**

**SUBMISSION DEADLINE:** Applications must be received by the U.S. Fish and Wildlife Service by 5:00 PM Alaska Time, March 23, 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/](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.

### **Other Submission Requirements:**

Completed applications may be submitted by email only.

Download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. The required SF 424 Application for Federal Assistance and Assurances forms and any other required standard forms **MUST** be signed by your organization's authorized official. The Signature and Date fields on the standard forms downloaded from Grants.gov are pre-populated with the text "Completed by Grants.gov upon submission" or "Completed on submission to Grants.gov". Remove this text (manually or digitally) before signing the forms.

### **Submitting your proposal via e-mail:**

Format all of your documents to print on Letter size (8 1/2" x 11") paper. Format all pages to display and print page numbers. Scanned documents should be scanned in Letter format, as black and white images only. Where possible, save scanned documents in .pdf format. E-mail your proposal to the USFWS program point of contact identified below and in the Grants.gov funding opportunity.

In the event of system problems with e-mail or internet, please contact the points of contact listed below (section VIII).

## **VI APPLICATION REVIEW**

**Criteria:** To be considered for funding, the application must be consistent with the strategic implementation plan for the Water Temperature Monitoring Network in number of sites expected, participation actions, anticipated budget and timeline. The key criteria from the strategic implementation plan are shown in the table within the Review and Selection Process section below.

### **Review and Selection Process:**

Application proposals will be reviewed and evaluated by Bill Pyle, Supervisory Wildlife Biologist of Kodiak National Wildlife Refuge and Coordinator of the Kodiak Archipelago Water Temperature Monitoring Network. Mr. Pyle was the primary author of the strategic plan referenced in this notice.

Mr. Pyle will evaluate each application to determine the extent to which it meets the six criteria listed below. Assigned ranks will be summed to produce a total score. A score minimum of at least six is required to qualify the application. In addition to the criteria shown below, consideration will be given to the applicant risk and past performance (if applicable) described in the next section.

<b>Criteria</b>	<b>Rankings</b>
<b>1. Capacity to administer federal assistance agreement</b>	
*Staff currently available for administration	1
*Staff not currently available for administration	0
<b>2. Capacity to collect water monitoring data</b>	
*Staff currently available with experience in collection of water quality data	2
*Staff currently available with experience in collection of field data	1
*Staff not currently available	0
<b>3. Commitment to join the Water Temperature Monitoring Network and to agree to the goals and standards identified in the Memorandum of Understanding of the strategic plan</b>	
*Assurance of commitments stated in application	1
*Assurance of commitments not stated in application	0
<b>4. Proposed location and number of monitoring sites consistent with strategic plan</b>	
*Proposal addresses one or more locations current and/or proposed locations for water temperature monitoring identified in the strategic plan	1
*Proposal does not address one or more locations current and/or proposed locations for water temperature monitoring identified in the strategic plan	0
<b>5. Proposed budget consistent with strategic plan</b>	
*Budget for monitoring temperature at proposed number and location of sites is consistent with levels identified in strategic plan	1
*Budget for monitoring temperature at proposed number and location of sites is exceeds levels identified in strategic plan	0
<b>6. Commitment to sustain temperature monitoring for three or more years at sites where monitoring is established in 2015</b>	
*Assurance of commitment to sustain monitoring at sites named in proposal for three or more years	1
*Does not provide assurance of commitment to sustain monitoring at sites named in proposal for three or more years	0

### **Risk Assessment:**

As part of the review process, the U.S. Fish and Wildlife Service is required in accordance with the Department of Interior Guidance (DIG 2011-03), to conduct a risk assessment prior to the award of an Financial Assistance Agreements or a revision 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 the appropriate level of monitoring activities that the Service will require for successful project/award completion. If you are selected for award under this NOFO, all applicable monitoring protocols will be incorporated into your Notice of Award Letter (NOAL).

### **VII. Federal Award Administration**

**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). 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.

### **Administrative and National Policy Requirements:**

- i. **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!***

- ii. **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.

- iii. **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:**

- i. **Financial and Performance Reports:** 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.
- ii. **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.

- iii. **Conflict of Interest Disclosures:**  
Recipients are responsible for notifying the Service Project Officer in writing of any actual or potential conflicts of interest that may arise during the life of this award. Conflicts of interest include any relationship or matter which might place the recipient, the recipient's employees, or the recipient's subrecipients in a position of conflict, real or apparent, between their responsibilities under this award and any other outside interests. Conflicts of interest may also

include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Recipient, the Recipient's employees, or the Recipient's subrecipients in the matter. Upon receipt of such a notice, the Service Project Officer in consultation with their Ethics Counselor will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the Recipient, the Recipient's employee(s), or the Recipient's Subrecipient(s) that could reduce or resolve the conflict. Failure to 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 this award.

**iv. Other Mandatory Disclosures:**

Recipients and their subrecipients must disclose, in a timely

manner and in writing, to the Service or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this award. 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 (See 2 CFR 200.113, 2 CFR Part 180, and 31 U.S.C. 3321).

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

**VIII. Federal Awarding Agency Contacts**

Bill Pyle  
Supervisory Wildlife Biologist  
Kodiak National Wildlife Refuge  
U.S. Fish and Wildlife Service  
1390 Buskin River Road  
Kodiak, AK 99615  
907-487-0228  
[Bill\\_Pyle@fws.gov](mailto:Bill_Pyle@fws.gov)

U.S. Fish and Wildlife Service

**Application Instructions**

<b>Funding Opportunity Announcement Number:</b>	<b>F15AS00134</b>
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<b>Project Title:</b>	Network-based Water Temperature Monitoring of Salmon Habitat in the Kodiak Archipelago, Alaska
<b>Agency/Program Name:</b>	Kodiak National Wildlife Refuge U.S. Fish and Wildlife Service
<b>Full Announcement URL</b>	<a href="http://www.fws.gov/alaska/funding_opportunity.htm">http://www.fws.gov/alaska/funding_opportunity.htm</a>
<b>Authorities:</b>	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, if applicable**
- Project narrative**
- Timetable**
- 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 2 CFR 200, Subpart F, Audit Requirement

- 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
- Conflict of Interest Disclosures:** When applicable, written notification of any actual or potential conflicts of interest that may arise during the life of this award.
- 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.

### **Submission Instructions**

**SUBMISSION DEADLINE:** Applications must be received by the U.S. Fish and Wildlife Service by 5:00 PM Alaska Time, March 23, 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/](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.

### **Other Submission Requirements:**

Completed applications may be submitted by email only.

Download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. The required SF 424 Application for Federal Assistance and Assurances forms and any other required standard forms **MUST** be signed by your organization's authorized official. The Signature and Date fields on the standard forms downloaded from Grants.gov are pre-populated with the text "Completed by Grants.gov upon submission" or "Completed on submission to Grants.gov". Remove this text (manually or digitally) before signing the forms.

### **Submitting your proposal via e-mail:**

Format all of your documents to print on Letter size (8 1/2" x 11") paper. Format all pages to display and print page numbers. Scanned documents should be scanned in Letter format, as black and white images only. Where possible, save scanned documents in .pdf format. E-mail your proposal to the USFWS program point of contact identified below and in the Grants.gov funding opportunity.

In the event of system problems with e-mail or internet, please contact the points of contact listed below (section VIII).

**Submission deadline:**

The proposal must be received by the US Fish & Wildlife Service by 5:00 pm Alaska Time March 23, 2015.

**VI. Agency Contact:**

Bill Pyle  
Supervisory Wildlife Biologist  
Kodiak National Wildlife Refuge  
U.S. Fish and Wildlife Service  
1390 Buskin River Road  
Kodiak, AK 99615  
907-487-0228  
[Bill\\_Pyle@fws.gov](mailto:Bill_Pyle@fws.gov)