

U.S. Fish and Wildlife Service
National Wildlife Refuges, Natural Resource Division, Inventory and Monitoring Branch

Terrestrial Arthropod Inventories for the Alaska NWRS 2013
Catalog of Federal Domestic Assistance (CFDA) Number: 15.649

Notice of Funding Availability and Application Instructions

The US Fish and Wildlife Service, Headquarters Region 7 intends to award a single source financial assistance agreement as authorized by 505 DM 2.14 (B) to Derek Sikes, University of Alaska Museum, Fairbanks. This notice is not a request for proposals and the Government does not intend to accept proposals. Award will be made 15 days after this notice.

This financial assistance opportunity is being issued under the Cooperative Ecosystem Studies Unit (CESUs) Network. (<http://cesu.psu.edu>) The CESUs network provides research, technical assistance, and education to federal land management, environmental, and research agencies and their partners. The partners serve the biological, physical, social, cultural, and engineering disciplines needed to address natural and cultural resource management issues at multiple scales and in an ecosystem context.

I. Description of Funding Opportunity

Under this award, the Recipient will:

Furnish all materials, labor, & equipment needed to process arthropod samples collected by the USFWS Alaska Region NWRS Biotic Inventory Team on Kanuti and Tetlin National Wildlife Refuges, yielding 18-24 malaise samples. Roughly 10-30 representative specimens of each morphospecies will be sorted from each malaise sample, with the remainder archived in bulk. If less than half of the malaise samples have been processed by the December 13 mid-term report, then a smaller number of representatives of each morphospecies will be sorted to ensure that all samples are processed and as many species as possible are represented; there is no upper limit to the number of specimens that may be processed as far as time and materials allow. The original ethanol from the malaise samples will be preserved for the possibility of subsequent sampling using next-generation DNA barcoding methods. Bulk samples will be refrigerated to slow DNA degradation. Identification will require the use of the University of Alaska reference collection, which is rich in Alaskan species as many taxa are without identification keys or guides. Samples will be archived into the collection for permanent preservation to make them available to the scientific community in perpetuity. Identifications will be made to the minimum taxonomic level possible. Incompletely identified specimens will eventually be seen by specialists who can identify them to species (although not necessarily before the end of the project), since the specimens will be preserved for such eventual study. Each specimen will be mounted on a stainless steel insect pin or stored in 70% ethanol inside glass vials. Each specimen will also receive a 2D matrix barcode, unique number that links that specimen to its record in the museum's online database Arctos. Arctos is a secure, online database system, shared by UC Berkeley, UAM and various other collections, holding over 1.6 million records to date. Upon receipt of the malaise samples from USFWS, the bulk samples will be entered into Arctos as specimens. These and all subsequent specimens sorted from the bulk samples will be associated with the project so that the specimen processing can be checked at any time.

II. Award Information

The amount of this award is not to exceed \$37,222. There is one award. The period of performance is one year, starting on the date the award is signed by the USFWS. The US Fish and Wildlife Service, Headquarters Region 7 intends to award a single source financial assistance agreement as authorized by 505 DM 2.14 (B) to Derek Sikes, University of Alaska Museum, Fairbanks. This notice is not a request for proposals and the Government does not intend to accept proposals. Award will be made 15 days after this notice.

III. Basic Eligibility Requirements

Eligible Applicants:

Federal law (2 CFR Part 25, Central Contractor Registry and Data Universal Numbering System) 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 Central Contractor Registry (CCR). The CCR functionality was consolidated into the System for Award Management (SAM) in September 2012. 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

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 SAM 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 to a bank account in the United States must enter and maintain valid and current banking information in SAM.

Entities that had an active record in CCR have an active record in SAM. Such entities do not need to do anything in SAM unless a change in business circumstances requires updates to your Entity record(s) or the Entity record is due to expire. SAM will send notifications to migrated Entity users via email 60, 30, and 15 days prior to expiration of the Entity record.

To update or renew your Entity records(s) in SAM your Entity user(s) will need to create a SAM User Account and link their account(s) to your migrated Entity record(s). Entities migrated from CCR can find complete instructions on accessing their SAM Entity records online at <http://www.sam.gov/>.

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

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. A completed, signed, and dated **Application for Federal Assistance (SF-424)**. The SF-424 form is available online at <http://apply07.grants.gov/apply/FormLinks?family=15>.

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, 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.

C. Project Narrative

1. Statement of Need: The vast acreages of Alaska's National Wildlife Refuges are some of the most pristine ecosystems in the world, yet their large size and remoteness have precluded intimate knowledge of the vegetation and arthropod communities which provide the foundational elements of the system. As the National Wildlife Refuge System (NWRS) in Alaska embarks on an inventory and monitoring initiative, biotic inventories are one of the first steps needed to develop a monitoring program for climate and other anthropogenic and natural changes. Although varied and miscellaneous refuge-level inventories of Alaska National Wildlife Refuges have been conducted, there has been no coordinated effort to conduct inventories across the Alaska region.

Arthropods (insects, spiders, and their relatives) are model organisms that serve as barometers of environmental change. The north is experiencing profound changes due to global warming and no group of animals is as sensitive - or responds as rapidly - to changes in temperature as arthropods (Berg et al 2006, Chen et al 2011, Forister et al. 2010.) . Unlike the vertebrates and vascular plants, the arthropod fauna of Alaska is among the least well known of any US state. New state, country, and continent records,

and even undescribed species are easily found. Efforts to date have discovered over 1,000 Alaskan species lacking published records for the state, which is about 12% of the total estimated arthropod fauna. Due to Alaska's unique biogeographic history, its fauna is expected to harbor many, likely endemic, elements absent from the better-known Canadian fauna. The climate of Alaska is changing and we are ill-prepared to understand the ecological community level changes that are bound to result because we know so little about the majority of Alaska's species. Such knowledge is fundamental for developing predictive models about how northern biodiversity will respond to global warming.

2. Project Goals and Objectives: The objectives of the arthropod sampling are (1) to expand existing refuge species lists (inventory) and (2) to describe the arthropod communities associated with plant communities documented by relevé methods.

3. Project Activities, Methods and Timetable:

UAM will furnish all materials, labor, & equipment needed to process samples collected. The work will be divided into the following basic categories:

(1) Sorting to morphospecies. Roughly 10-30 representative specimens (enough to fill one 4 in. square unit tray) of each morphospecies will be sorted from each malaise sample, with the remainder archived in bulk. If less than half of the malaise samples have been processed by the December 13 mid-term report, then a smaller number of representatives of each morphospecies will be sorted to ensure that all samples are processed and as many species as possible are represented; there is no upper limit to the number of specimens that may be processed as far as time and materials allow.

The original ethanol from the malaise samples will be preserved for the possibility of subsequent sampling using next-generation DNA barcoding methods (e.g., Hajibabaei et al 2012). Care must be taken to leave at least most of the original ethanol from the malaise samples with the remaining unsorted specimens. Bulked samples should be refrigerated to slow DNA degradation. To prevent cross-contamination, only one malaise sample will be processed at a time and tools that contact the ethanol will be flamed between samples.

(2) Identification and professional curation of representative voucher specimens into the UAM Insect Collection of non-marine arthropods.

a. Identification will require the use of the University of Alaska reference collection, which is rich in Alaskan species as many taxa are without identification keys or guides. Samples will be archived into the collection for permanent preservation to make them available to the scientific community in perpetuity. Identifications will be made to the minimum taxonomic level possible; usually this identification will be to the genus level although some specimens will be brought to species level, or for difficult taxa, left at family level (with some immatures left at order level). These incompletely identified specimens will eventually be seen by specialists who can identify them to species (although not necessarily before the end of the project), since the specimens will be preserved for such eventual study.

b. Each specimen will be mounted on a stainless steel insect pin or stored in 70% ethanol inside glass vials. In either case, archival label paper will be used to prepare labels that will be either on the pins or in the ethanol that bear information of the following sort:

USA: ALASKA: Amatignak Isl.
el.6m, 51.26014°N, 179.07802°W ±3m
back beach, Leymus sp., Malaise,
10JUN-1SEP 2008 D. S. Sikes

c. Each specimen will also receive a 2D matrix barcode, unique number that links that specimen to its record in the museum's online database Arctos. Arctos is a secure, online database system, shared by UC Berkeley, UAM and various other collections, holding over 1.6 million records to date. Arctos is backed up daily to mirrors on three separate continental plates so the data will be as secure as the specimens themselves. Data can be downloaded in spreadsheet form and dynamically mapped online. As new identifications are obtained, these will appear online in Arctos, so the data will be improved over time.

Before samples are processed, a project as defined by Arctos will be created for this inventory effort for the purpose of transparent tracking of UAM's progress. Upon receipt of the malaise samples from USFWS, the bulk samples will be entered into Arctos as specimens. These and all subsequent specimens sorted from the bulk samples will be associated with the project so that the specimen processing can be checked at any time.

Timetable:

26 Aug 2013 – Hire graduate student.

December 2013 – mid-term report. Half of the samples should have been processed

January 2014 – Graduate student and PI will attend annual, Alaska Entomological Society meeting to present on project.

26 Aug 2014 – all funds will have been billed, reports completed, project finished.

- 4. Anticipated Products/Outputs:** Knowledge of what species occur on refuges is fundamental to management, especially under ANILCA's broad conservation mandate. Refuge species should be checked against lists of species of known conservation concern and lists of exotic species to flag species with obvious implications for management. Also, our present knowledge of the Alaskan arthropod fauna is so sparse that observations obtained as part this project will contribute toward compilation of lists of species of concern.

Data will be secured and cataloged into public biodiversity databases: The UAM database, Arctos (<http://arctos.database.museum/>), is an entirely web-based collection management system (ColdFusion over Oracle) serving ~1.6 million specimen records from 40 collections to end users and data distributors such as the Global Biodiversity Information Facility (GBIF). Arctos is the result of two decades of NSF support to the three institutions that share its operational costs. As a centralized web application, it is intended to integrate other internet resources, call appropriate web services such as

GeoLocate and BerkeleyMapper, and is indefinitely scalable. Since 2012, Arctos has been hosted by the Texas Advanced Computing Center, a member of the NSF sponsored TeraGrid network of supercomputing centers. With the exception of sensitive data electively encumbered by individual collections, all data are accessible in real time to the public. Daily backups are stored in three locations, each on a separate tectonic plate. This solution affords great stability and makes the biodiversity data in Arctos among the most securely archived and publicly accessible on the planet.

The system maps collecting localities to a GIS viewer (BerkeleyMapper) and includes detailed relationships of specimens to publications. It also relates loans and accessions to projects, and thereby relates projects to each other through loans and accessions. Arctos developers are thoroughly familiar with developing standards for georeferencing, the Darwin Core v2, and other datasharing protocols. UAM's Arctos was the first database to establish reciprocal links between catalog records and GenBank's DNA sequence accessions.

5. **Project Monitoring and Evaluation:** NWRS I&M staff will be in communication with the lab to ensure timely progress on identifications and entry into the ARCTOS database. A mid-term and final report will be developed to ensure project goals are met.
6. **Description of Organization(s) Undertaking the Project:** Since 2006, the Dr. Derek Sikes (UAM) and over 150 collaborators have completed 18 Alaskan biodiversity research projects in remote regions throughout Alaska including the Arctic, the Aleutians, and the alpine zones of Alaska's southeast, resulting in over 140,000 databased museum specimens, a draft and fully vouchered (specimen and publication) checklist of over 8,000 arthropod species for the state, a frozen tissue collection of 2,902 cryovials has been assembled, and an NSF-funded full modernization and expansion of the collection's infrastructure has been completed. Field and museum protocols have been modernized, tested, and improved. As a result of two graduate student projects on Alaskan spiders, the UAM Insect Collection may have one of the world's most complete Alaskan spider collections – with over 350 of the approximately 500 species known for the state.
7. **Sustainability:** Cataloging and entry into public databases will ensure that the data will be available for future studies. It is anticipated that this inventory will provide a baseline to monitor changes in ecosystem organization and function. If funding opportunities are available in future years, new refuges will be sampled which will add to our overall knowledge of the terrestrial arthropod community in Alaska. There may also be opportunity to test new methods of taxonomic identification using DNA barcoding.

8. Literature Cited

- Berg, E., J. D. Henry, C. L. Fastiec, A. D. De Volderd and S. M. Matsuoka. 2006. Spruce beetle outbreaks on the Kenai Peninsula, Alaska, and Kluane National Park and Reserve, Yukon Territory: Relationship to summer temperatures and regional differences in disturbance regimes. *Forest Ecology and Management* 227: 219-232.
- Chen, I.-C., J. K. Hill, R. Ohlemuller, D. B. Roy, and C. D. Thomas. 2011. Rapid range shifts of species associated with high levels of climate warming. *Science* 333: 1024-1026.

Forister M. L., McCall, A. C., Sanders, N. J., Fordyce, J. A., Thorne, J. H., O'Brien, J., Waetjen, D. P., and Shapiro, A. M. 2010. Compounded effects of climate change and habitat alteration shift patterns of butterfly diversity. *Proceedings of the National Academy of Sciences* 107(5): 2088-2092.

9. Project Area: Samples will be collected on Kanuti and Tetlin NWRs.

D. A completed **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 424C if it does include construction. The budget forms are available online at <http://apply07.grants.gov/apply/FormLinks?family=15>.

When developing your budget, keep in mind the following:

- **Cost Principles:** Financial assistance awards and subawards are subject to OMB Circulars A-122, Cost Principles for Non-Profit Organizations (2 CFR Part 230), A-21, Cost Principles for Educational Institutions (2 CFR Part 220), and A-87, Cost Principles for States and Local Governments (2 CFR Part 225), as applicable to the recipient organization type. These OMB circulars are available online at <http://www.doi.gov/pam/financialassistance/resources/index.html>.
- **Federally Funded Equipment:** Applicants cannot attribute equipment paid for by the U.S. Federal Government under another award as matching or in-kind contributions. ***Do not include this type of equipment in your budget!*** Instead, provide a separate list of any equipment paid for by the U.S. Federal Government that will be used for the project, including the name of the Federal agency that paid for the equipment.
- **Indirect Costs:** An applicant without an established indirect cost rate agreement with a Federal agency may not charge indirect costs to Federal financial assistance awards and must charge all costs directly. 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 must charge all costs directly.

If indirect costs are included on proposed budget, the applicant must submit copy of their most recently submitted/approved indirect cost rate agreement. Non-profit organizations that have received, or expect to receive, the greatest amount of Federal funding in direct awards from the Department of the Interior, should go to <http://www.aqd.nbc.gov/Services/ICS.aspx> for online guidance and tools for submitting an indirect cost rate agreement proposal to the Department of the Interior. Organizations may also contact the National Business Center directly at:

Indirect Cost Services
Acquisition Services Directorate, National Business Center
U.S. Department of the Interior
2180 Harvard Street, Suite 430
Sacramento, CA 95815
Phone: 916.566.7111 Fax: 916.566.7110

Email: ics@nbc.gov

All other types of applicants except individuals should contact the USFWS program point of contact identified in the Grants.gov funding opportunity with any questions on how to establish an indirect cost rate agreement with a Federal agency.

E. 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 your project does not involve construction. Use the **Assurances for Construction Programs (SF-424D)** if it does involve construction.

F. Disclosure of Lobbying Activities

Under Title 31 of the United States Code, Section 1352, applicants must complete and submit with their application the SF-LLL Disclosure of Lobbying Activities form (available online at <http://apply07.grants.gov/apply/forms/sample/SFLLL-V1.1.pdf>) when they have made payment or have agreed to make payment to any lobbying entity for 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 in connection with the awarding of or the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, cooperative agreement, or loan. Recipients may not use funds awarded under a Federal grant or cooperative agreement to conduct such lobbying activities. If the recipient has determined that they are not required to submit the SF-LLL, they are required to provide the Certification Regarding Lobbying Activities form to certify this determination.

G. Statement Regarding A-133 Single Audit Reporting: Following OMB Circular A-133 (http://www.whitehouse.gov/sites/default/files/omb/assets/a133/a133_revised_2007.pdf), domestic entities expending \$500,000 USD or more in Federal award funds in a year must submit an A-133 Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System. State if your organization was/was not required to submit an A-133 Single Audit report last year (either your organization is a non-U.S. entity or a domestic entity that did not spend \$500,000 USD or more in Federal funds last year). If your organization was required to submit an A-133 Single Audit report last year, state if that report is available on the Federal Audit Clearinghouse Single Audit Database website (<http://harvester.census.gov/sac/>).

Application Checklist (Announcement Section provided for each item below)

- DUNS Registration (Section III, A)
- Screen Print of your active SAM registration showing the expiration date and your exclusions summary. (Section III, B&C)
- A complete, signed and dated SF 424-Application for Federal Assistance (Section IV, A)
- Project Summary and Narrative text and attachments (Section IV, B&C)
- A complete SF-424A or SF-424C Budget Information form (Section IV, D)

- If applicable, Federally funded equipment list proposed for the project. (Section IV, D)
- If indirect costs are included in proposed budget, a copy of the organization's current approved indirect cost rate agreement or proposal (Section IV, D)
- Signed and dated SF-424B or SF-424D Assurances form (Section IV, E)
- Completed SF-LLL form; Disclosure of Lobbying Activities or if no disclosure to report then you must provide the completed Certification Regarding Lobbying Form (Section IV, F)
- Statement regarding applicability of and compliance with OMB Circular A-133 Single Audit Reporting. (Section IV, G)

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

V. Submission Instructions

Proposals may be submitted electronically through Grants.gov, or by mail or by email, or as otherwise described in the Grants.gov funding opportunity.

OPTION 1: To submit a proposal in 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 for grant opportunities on Grants.gov. In order to apply for a grant, you/your organization must complete the Grants.gov registration process. 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 USFWS' new financial assistance management system.

VI. APPLICATION REVIEW

The US Fish and Wildlife Service, Headquarters Region 7 intends to award a single source Cooperative Agreement as authorized by 505 DM 2.14.B to the University of Alaska Museum, University of Alaska Fairbanks. This award will be made under the North and West CESU Agreement. This notice is not a request for proposals and the Government does not intend to accept proposals. Award will be made 15 days after this notice. **PURPOSE:** The arthropod fauna of Alaska is among the least well known of any US state. New state, country, and continent records, and even undescribed species are easily found. Since 2006 with the hiring of the Curator of Insects, Dr. Derek Sikes, at the University of Alaska Museum, the state insect collection has grown from under 2,000 cataloged specimens to over 150,000. Aggressive cataloging and collecting efforts throughout the state, many in National Wildlife Refuges, have produced a large collection of well-preserved and recently collected Alaskan arthropod specimens to use as reference specimens for identification. Such a collection exists nowhere else, nor is any lab as uniquely qualified for this project as the University of Alaska Museum.

VII. Award Administration

Award Notices: Following review, applicants may be requested to revise the project scope and/or budget before a final award can be made. Successful applicants will receive written notice in the form of a Notice of Award document. Notice of Award documents are typically sent to recipients by e-mail. If e-mail notification is unsuccessful, the documents will be sent by courier mail (FedEx, DHL, Airborne Express). 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 receiving the award via electronic means. Awards are based on the application submitted to, and as approved by, the USFWS. 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.

Domestic Recipient Payments:

Prior to an award being issued to you/your organization, the USFWS 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, submit to the USFWS program a request to 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 above) who receive a waiver from receiving funds through ASAP must enter and maintain current banking information in SAM. Domestic applicants exempt from the SAM registration requirement (see Section III above) who receive a waiver from receiving funds through ASAP will be required to submit their banking information directly to the USFWS program. However, ***do NOT submit any banking information to the USFWS until it is requested from you by the USFWS program!***

Recipients are responsible for ensuring any sensitive data being sent to the USFWS is protected during its transmission/delivery. The USFWS strongly recommends recipients use the most secure transmission/delivery method available. The USFWS 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 USFWS strongly encourages recipients sending sensitive data in paper copy to use a courier mail service. Recipients may also contact their USFWS Project Officer and provide any sensitive data over the telephone.

The Notice of Award document from the USFWS 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.

Standard Award Terms and Conditions:

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of award. The text of all standard award terms and conditions are available online at

<http://www.doi.gov/pam/TermsandConditions.html>. Acceptance 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 DOI and are subject to the terms and conditions incorporated either directly or by reference in the following:

- Program legislation/regulation
- Special terms and conditions
- Code of Federal Regulations/Regulatory Requirements, as applicable:
 - 2 CFR Part 25 Central Contractor Registration and Data Universal Numbering System
 - 2 CFR Part 170 Reporting Subawards and Executive Compensation
 - 2 CFR Part 1400 Government-wide Debarment and Suspension (Non-procurement)
 - 2 CFR Part 1401 Requirements for Drug-Free Workplace (Financial Assistance)
 - 2 CFR Part 175 Trafficking Victims Protection Act of 2000
 - 43 CFR 12(A) Administrative and Audit Requirements and Cost Principles for Assistance Programs
 - 43 CFR 12(C) Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local
 - 43 CFR 12(F) Uniform Administrative Requirements for Grants and Cooperative Agreements with Institutions of Higher Education, Hospitals, other Non-Profit and Commercial Organizations
 - 43 CFR 18 New Restrictions on Lobbying
 - 305 DM 3, Integrity of Scientific and Scholarly Activities and 217 FW 7, Scientific Integrity and Scholarly Conduct. Grant and cooperative agreement recipients must ensure quality project results. Results must consist of unbiased assessments through proper management and enforcement of scientific integrity standards, which includes avoiding conflicts of interest as defined in USFWS policy 212 FW 7 (complete text available online at <http://www.fws.gov/policy/212fw7.html>).

Recipient Financial and Performance 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. The USFWS will specify the performance reporting frequency applicable to the award in the Notice of Award document.

VIII. Agency Contacts

Program contact: Diane Granfors, I&M Coordinator and Branch Chief,
diane_granfors@fws.gov, 907-786-3429
Agreement Officer: Rich Primmer, rich_primmer@fws.gov, 907-786-3611