

Paperwork Reduction Act Statement. We are collecting this information in accordance with Great Lakes Fish and Wildlife Restoration Act (Public Law 109-326). Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number. We estimate that it will take applicants under this program 8 to 40 hours to complete an application. We estimate it will take recipients under this program about 15 to 30 hours to complete required reporting and 10 to 30 hours for required recordkeeping. All burden estimates include the time to review instructions, search existing data resources, gather data needed and complete and review the submission. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.

**U.S. Fish and Wildlife Service
Midwest Region Fisheries**

Great Lakes Fish and Wildlife Restoration Act
Catalog of Federal Domestic Assistance (CFDA) Number: 15.608

Notice of Funding Opportunity

I. Description of Funding Opportunity

The U.S. Fish and Wildlife Service (Service) requests interested entities to submit restoration, research and Regional Project proposals for the restoration of the Great Lakes Basin fish and wildlife resources, as authorized under the Great Lakes Fish and Wildlife Restoration Act (16 USC 941c).

The purpose of the Great Lakes Fish and Wildlife Restoration Act (GLFWRA) is to provide assistance to States, Indian Tribes, and other interested entities to encourage cooperative conservation, restoration and management of the fish and wildlife resources and their habitats in the Great Lakes Basin.

Regional Projects are authorized activities of the Service related to fish and wildlife resource protection, restoration, maintenance, and enhancement impacting the resources of multiple States or Indian Tribes with fish and wildlife management authority in the Great Lakes Basin. The Service will be responsible for accomplishing Regional Projects on behalf of the State and/or Tribal agencies submitting the Regional Project proposal.

All proposals should focus on the restoration of fish and/or wildlife resources and their habitats in the Great Lakes Basin and should be consistent with the [goals of the Great Lakes Fish and Wildlife Restoration Act of 2006](#) and the recommendations of the Great Lakes Regional Collaboration's "[Strategy to Restore and Protect the Great Lakes.](#)" Proposals should also be consistent with one or more of the following:

- a. The [Great Lakes Restoration Initiative Action Plan II](#);
- b. The goals of the [Great Lakes Water Quality Agreement](#);
- c. The [Non-indigenous Aquatic Nuisance Prevention and Control Act](#) as reauthorized by the National Invasive Species Act;

- d. The recommendations from the [Great Lakes Fishery Resources Restoration Study of 1995](#);
- e. The [fish community objectives](#) identified by the [lake committees](#) and the Council of Lake Committees;
- f. The [Convention on Great Lakes Fisheries](#);
- g. The [Joint Strategic Plan for Management of Great Lakes Fisheries](#);
- h. The [North American Waterfowl Management Plan](#);
- i. Addresses [research and/or monitoring priorities](#) of the [Upper Mississippi River and Great Lakes Region Joint Venture 2007 Implementation Plan](#);
- j. Additional step down plans that further specify the implementation of the goals and objectives of the above plans at the state, tribal, watershed or local level.

Proposals submitted are reviewed and recommended for funding to the USFWS by the GLFWRA Proposal Review Committee (PRC). Since 1998, the Act has provided \$24.3 million dollars in federal funding to 156 research, restoration and Regional projects, combined with required matching funds equates to \$36.0 million worth of benefits to Great Lakes fish, and wildlife resources. More than 120 organizations have contributed nearly \$11.7 million in matching non-federal partner support.

Fish and Wildlife Management Assistance CFDA 15.608 authorizing statutes related to this agreement include: Fish and Wildlife Act of 1956, as amended, 16 U.S.C. 742a-742j; Fish and Wildlife Coordination Act of 1958, 16 U.S.C. 661-666; Sikes Act of 1974, as amended, 16 U.S.C. 670(a)-670(o); Fish and Wildlife Conservation Act of 1980; Nonindigenous Aquatic Nuisance Prevention and Control Act of 1990, as amended, 16 U.S.C. 4701-4741; the Lacey Act (18 U.S.C. 42; 50 CFR 16).

II. Award Information

Supported in part by President Obama's Great Lakes Restoration Initiative, a total of approximately \$1.56 million is projected to support projects this fiscal year. Available funding and project awards are subject to final Congressional appropriations for Fiscal Year 2017.

Up to 33% of the total Congressional appropriation to the GLFWRA is eligible to fund Regional Projects.

Successful restoration and research projects have ranged from \$2,300 to \$2,000,000 with the average project at \$121,806. Number of grants awarded this fiscal year is expected to range between 5 and 8.

Accepted restoration and research proposals will be awarded funding for the duration of the project via a grant agreement between the recipient and the Service. Funding will be made available once the award letter has been received. Continuation of projects funded in previous fiscal years is eligible but will be considered and reviewed as a new project.

III. Basic Eligibility Requirements

Eligible Applicants:

States, Federally Recognized Indian Tribal Governments, and Native American Treaty Organizations within the Great Lakes Basin are eligible. Local governments, non-governmental organizations, universities, and conservation organizations (either within or outside of the basin) may receive funding if sponsored by an institution listed above. Proof of sponsorship is not required at the pre-proposal stage, but is required during the review of full proposals to receive funding.

Regional Projects

Proposals for Regional projects must be submitted by a State Director and/or Tribal Chair (or a joint submission from the supervisors of the agency's fish and wildlife programs on behalf of the Director or Tribal Chair). Regional projects should impact multiple States and/or Tribes and consequently must include the signature or other written documentation of all State Directors and Tribal Chairs who support the project (or joint signatures or letter of support from the supervisors of the agency's fish and wildlife programs on behalf of the State Director or Tribal Chair).

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.

Applicants must ensure that activities occurring outside the United States are coordinated as necessary with appropriate U.S. and foreign government authorities and that any necessary licenses, permits, or approvals are obtained prior to undertaking proposed activities. The Service does not assume responsibility for recipient compliance with the laws and regulations of the country in which the work is to be conducted.

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 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.

Fish and Wildlife Management Assistance CFDA 15.608 Applicant Eligibility:

Applicants may be other federal agencies, state agencies, local governments, native American organizations, interstate, intrastate, public nonprofit institution/organization, other public institution/organization, nonprofit/organization, private landowners, or any other organization subject to the jurisdiction of the United States with interests that support the mission of the U.S. Fish and Wildlife Service on a cost recoverable basis. Applicants applying for State/Interstate ANS Management Plan funds must be a State or Interstate organization with an ANS Task Force approved plan.

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 System Award Management (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 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 or their key project personnel 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:

Restoration and Research Proposals

All proposals **require a 25% non-federal match**. Not less than 25% of the **total cost** of implementing a proposal shall be paid in cash or in-kind contributions by non-Federal sources.

The value of land in easement or fee title is not eligible as match.

The required match is **25% of the total project costs** (funding request + non-federal match).

For example, if the request for federal funding is for \$50,000, the minimum required non-federal match is \$16,666.66, and the total project costs would be \$66,666.66.

$(\$50,000 / 0.75 = \$66,666.66 - \$50,000.00 = \$16,666.66)$.

Restoration and research pre-proposals without a 25% non-federal match will not be considered.

Regional Projects

Regional projects selected shall be exempt from cost sharing or partner match if the Service's Midwest Region Director determines that the authorization for the project does not require a non-federal cost-share.

Applicants may attribute some or all of their allowable indirect costs as cost-share/match, however recipients may only charge to the Federal award the indirect costs calculated against the allowable direct costs charged to the Federal award. Recipients may not charge to the Federal

award indirect costs calculated against: 1) any portion of the recipient's direct costs; or 2) any portion of the direct costs charged to any other Federal or non-Federal partner.

IV. Application Requirements

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

The request for restoration and research project pre-proposal, and Regional project proposal forms can be downloaded at the [Great Lakes Fish and Wildlife Restoration Act](#) internet site or from Grants.gov under this opportunity.

Restoration and Research Pre-proposals

Restoration and research pre-proposals are limited to **two pages** and must include the following information: management implication or application, project title; project applicant(s); costs; project dates; rationale; relevancy, objectives; methods; deliverables/products and a **one page only** curriculum vitae or resume for each applicant involved in the project.

Full Proposals

Restoration and Research Proposals

Those applicants invited to submit full proposals (during February 2017) will be required to submit the same information as included in the pre-proposals with more detail that may include providing a response to comments/suggestions from the PRC that will be provided via email. The following information must be included in detail: management implication or application, rationale; objectives; methods; deliverables; schedule for completion; past and current funding support; references; information on how each of the eight review criteria are addressed; one page resume or curriculum vitae for each person involved in the project; source of the non-federal match and budget sheet(s); and funding requested budget sheet(s) including direct and indirect costs;

For **restoration and research projects** approved for funding, applicants will be required to provide further information as required by the Service to achieve compliance with the National Environmental Policy Act (42 USC 4321-4347), Endangered Species Act (16 USC 1531-1544), or other requirements as referenced in part 6(b) below.

Regional Projects

Final Service work plans for Regional Projects recommended for funding by the PRC will be developed among the applicants submitting the project and the Service.

Funding Guidelines and Restrictions

The Proposal Review Committee is comprised of representatives from the Great Lakes States and Tribes, and they have established the following guidelines and restrictions for funding through the Act.

- Not less than 25% of the total cost of implementing a proposal shall be paid in cash or in-kind contributions by non-Federal sources.
- **The value of land in easement or fee title is not eligible as match.**

- **Grant funds cannot be used to purchase land or easements. However, the costs associated with preparing for the purchase of land or easements directly tied to the project are eligible.**
- Construction and engineering costs are allowed for restoration projects that directly benefit fish and wildlife resources in the Great Lakes Basin.
- Equipment purchases are allowable for those items necessary to meet the stated project objectives but are subject to 43 CFR 12.72 and/or 43 CFR 12.934.
- **The PRC recommends applicants limit indirect costs to 5% in order to put as much funding as possible into actual research or on the ground habitat restoration.**
- **Indirect Cost – You will need to do the one of the following related to indirect costs. Either Provide: 1). A copy of your current Negotiated Indirect Cost Rate Agreement (NICRA), and 2). A written statement signed by the official having the authority to negotiate indirect cost rates for the recipient organization notifying us that they will assess a reduced indirect cost rate. This statement must also specify to which project(s) the reduced rate will apply, or 3). A statement in the Budget Justification Narrative indicating recipient organization does not have a NICRA.**
- Funding is not available for salaries of permanent or tenured staff.
- The development of management plans is not eligible for funding; however, gathering important information for the development of management plans and implementing actions listed in management plans are eligible for funding.
- Travel funding to attend and present results at conferences is limited to \$1,000 per person, up to a maximum of \$2,000 per award.
- All funded projects are required to document compliance with the National Environmental Policy Act (NEPA). Pursuant to this, successful applicants must complete a series of environmental checks and/or documents to ensure compliance. Depending on the scope and scale of the project this may be as simple as a NEPA checklist or as complex as the preparation of an Environmental Impact Statement. GLFWRA funds cannot be used to complete on the ground work until NEPA compliance has been documented.
- **Grant funds may be used for project activities that occur after the receipt of the full proposal (March 13, 2017), however, costs will NOT be reimbursed if the proposal is not approved for funding.** Project activities that occur before the receipt of the full proposal (March 13, 2017) are ineligible as a grant activity and will not be reimbursed with grant funds.
- Successful applicants will be expected to provide performance and financial reporting in accordance with the due dates described in the agreement with the USFWS. Failure to meet these due dates can result in suspension of the ability to withdraw funds, termination of the award, withholding of other federal awards, and will be noted for future GLFWRA funding decisions.

NOTE: The following information starting below with “A. Application for Federal Assistance Form” through “Application Checklist” is required if you are submitting a Regional Project proposal. If you are submitting a Pre-Proposal this information is not required at this time, but will be required if you get invited to submit a full proposal.

A. Application for Federal Assistance Form

A completed, signed and dated Application for Federal Assistance SF 424 form. The form can be downloaded from (<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. 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.

C. Budget Justification Narrative

In a separate narrative titled “**Budget Justification Narrative**”, 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.

For Non-Construction projects, you may use the **Budget Justification Non-Construction document posted on the [Great Lakes Fish and Wildlife Restoration Act](#) website.**

If Federally-funded equipment will be used for the project, provide a list of that equipment, including the Federal funding source.

D. 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. In accordance with 2 CFR 200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

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 first 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@ibc.doi.gov
Internet address: <https://www.doi.gov/ibc/services/finance/indirect-cost-services>

E. Single Audit Reporting Statements: As required in [Title 2 of the Code of Federal Regulations Part 200](#), Subpart F, 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/was not required to submit a Single Audit report for the organization's most recently closed fiscal year and, if so, state if that 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. Include these statements at the end of the **Budget Justification Narrative** in a section titled "**Single Audit Reporting Statements**".

- F. 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 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.
- G. 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 proposal AND the Federal share 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.
- H. 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

- 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.
- Project Application:** In Word format. Budget sheets can be submitted separately in Excel or in the Word Application Template.
- Timetable/Schedule:** In Word Application Template.
- 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 Single Audit reporting requirements.
- SF 424 Budget form:** A complete SF 424A or SF 424C Budget Information form.
- Budget Justification Narrative or Budget Justification Non-Construction Projects.**
- 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.
- NICRA Waiver Letter:** When applicable, a letter stating that you will accept a reduced indirect cost rate on this proposal only. Must be signed by the person who negotiated your NICRA.
- SF 424 Assurances Form:** Signed and dated SF 424B or SF 424D Assurances form.
- SF LLL form:** If applicable, completed SF-LLL Disclosure of Lobbying Activities form.
- Conflict of Interest statement:** When applicable.

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

V. Submission Instructions

SUBMISSION DEADLINE: Monday, December 12, 2016 by 6:00 PM EST.

Restoration and research pre-proposals and Regional Project proposals are due on Monday December 12, 2016 by 6:00 PM EST. An email will be sent to confirm receipt of the proposal. Proposals received after this deadline will not be considered.

An electronic copy of the restoration and research pre-proposal and Regional Project proposal (in Microsoft Word format) must be submitted to the Service via email to Rick.Westerhof@fws.gov.

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.

VI. Application Review

Criteria

Restoration and research pre-proposals and Regional Project proposals will be reviewed and evaluated based on the following eight criteria as described in **Table 1** (at the end of this document for more information):

Management Significance and Relevancy to the Act

Importance of Problem or Opportunity
Project Impact and Scale
Target Species/Habitats
Impacts both Fish and Wildlife

Project Characteristics

Objective and Methods
Cost or Value
Likelihood of Success
Potential for Negative Impacts

All proposals should focus on the restoration of fish and/or wildlife resources in the Great Lakes Basin and should be consistent with the [goals of the Great Lakes Fish and Wildlife Restoration Act of 2006](#) and the recommendations of the Great Lakes Regional Collaboration’s “[Strategy to Restore and Protect the Great Lakes.](#)” When appropriate, all proposals should be consistent with:

- a. The [Great Lakes Restoration Initiative Action Plan II](#);
- b. The goals of the [Great Lakes Water Quality Agreement](#);
- c. The [Non-indigenous Aquatic Nuisance Prevention and Control Act](#) as reauthorized by the National Invasive Species Act;
- d. The recommendations from the [Great Lakes Fishery Resources Restoration Study of 1995](#);
- e. The [fish community objectives](#) identified by the [lake committees](#) and the Council of Lake Committees;
- f. The [Convention on Great Lakes Fisheries](#);
- g. The [Joint Strategic Plan for Management of Great Lakes Fisheries](#);

- h. The [North American Waterfowl Management Plan](#);
- i. Addresses [research and/or monitoring priorities](#) of the [Upper Mississippi River and Great Lakes Region Joint Venture 2007 Implementation Plan](#); and
- j. Additional step down plans that further specify the implementation of the goals and objectives of the above plans at the state, tribal, watershed or local level.

Review and Selection Process:

Proposal Review Committee

The Proposal Review Committee (PRC) is comprised of two representatives of each of the State Directors (New York, Ohio, Indiana, Illinois, Michigan, Wisconsin, Minnesota and Pennsylvania) and Indian Tribes (Chippewa Ottawa Resource Authority, Great Lakes Indian Fish and Wildlife Commission, Keweenaw Bay Indian Community, Seneca Nation, Oneida Nation, and Fond du Lac Band of Lake Superior Chippewa) in the Great Lakes Basin. The two representatives (one fishery expert and one wildlife expert) are appointed by the State Director or Indian Tribe to serve on the PRC. The PRC is responsible for review of research, restoration and Regional Project proposals and provides recommendations to the Midwest Region Director on which proposals should be funded and implemented. The PRC operates under the guidance of the Service.

Pre-Proposals: Research and Restoration

Research and restoration pre-proposals are reviewed, scored and ranked by the PRC using the criteria in Table 1. Successful applicants are invited to submit full proposals based on the merit of the pre-proposal. Full proposals have a minimum of two peer reviewers and each peer reviewer completes an evaluation form and signs a conflict of interest form. Peer reviewers are selected by the GLFWRA Coordinator on the basis of their technical expertise. Applicants are not required to provide a list of peer reviewers for their proposal. The PRC receives a peer reviewer summary for each proposal for use during their scoring and ranking process. The PRC recommends full proposals to be funded to the Midwest Region Director.

Regional Projects

The PRC reviews the Regional Project proposals using the criteria in Table 1. Each proposal is scored and ranked by the PRC. Applicants are invited to give a presentation on their proposal to the PRC. The PRC makes recommendations to the Midwest Region Director on how much of the annual appropriations should be allocated to Regional Projects and which projects should be developed into final Service work plans for funding.

Prior to participating in any review or evaluation process, all staff and peer reviewers, evaluators, panel members, and advisors must sign and return to the program office point of contact the "Department of the Interior Conflict of Interest Certification" form. For a copy of this form, contact the Service point of contact identified in the Agency Contacts section below.

Each fiscal year, for every entity receiving one or more awards in that fiscal year, the Service conducts a risk assessment based on eight risk categories. The result of this risk assessment is used to establish a monitoring plan for all awards to the entity in that fiscal year. The Service's risk assessment form is available on the Internet at <http://www.fws.gov/forms/3-2462.pdf>.

Prior to approving an award with a Federal funding amount that exceeds or is expected to exceed the simplified acquisition threshold, as adjusted (see 2 CFR 200.88), the Service must review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently FAPIIS) to determine if, at a minimum, the information found in the system for the applicant demonstrates a satisfactory record of Federal award performance and integrity and business ethics (see 2 CFR 200.205(a)(2)). The Service must also report to FAPIIS if an applicant subject to this review is found not qualified for a particular award due to its prior record of integrity or performance under Federal awards (see 2 CFR 200.212).

VII. Award Administration

Depending on approval by the Midwest Region Director and available funding, successful restoration and research and Regional Project applicants can anticipate receiving an official grant or cooperative agreement by August or September 2017. The agreement serves as the official notice of award to the applicant and provides important information on the details of the agreement and expectations of both the Service and recipient for the life of the agreement.

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.

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:

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.

Significant Developments Reports: Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, recipients are required to notify the 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.

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.

Other Mandatory Disclosures: The non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)

2 CFR Part 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters is applicable to awards with a total Federal share of more than \$500,000, except those to individuals and foreign public entities.

VIII. Agency Contacts

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Table 1. Great Lakes Fish and Wildlife Restoration Act Review Criteria

Management Significance and Relevancy to the Act				Project Characteristics			
Important Problem or Opportunity	Project Impact and Scale	Target Species/Habitats	Affects both Fish & Wildlife	Objectives and Methods	Cost/Value	Likelihood of Success	Potential for Negative Impacts
Project directly addresses a specific management objective or task identified in a State, Tribal, or Federal management plan OR addresses a critically important emerging need as recognized by State, Tribal, or Federal Agencies.	Project will result in large ecological benefits with broad regional/multistate or basin-wide implications.	Project focuses on a Federal or State threatened or endangered species OR project focuses on rare occurring habitat or habitat critical to the life cycle/function of a species.	Project provides clear benefits to both fish AND wildlife communities.	Proposed objectives are appropriate to address the problem; methods are unique, innovative, and advance the state of knowledge in this area.	Project costs provide exceptional value for proposed work. (For habitat projects, unit costs are below target level.)	Proposed timeline is easily attainable and appropriate, applicants are very well qualified for proposed project and there are no anticipated impediments (e.g. permits, etc.) to implementation.	There are no foreseeable negative impacts (e.g. invasive species issues, disease, contaminants, etc.) from this project.
Project addresses a goal or general action(s) (i.e. a stated goal is to implement a type of action, without specific plans for specific projects) identified in a State, Tribal, or Federal management plan.	Project will result in large ecological benefits with local (not larger than a single lake or state) scale implications only.	Project focuses on a native species targeted for rehabilitation or a species of economic importance OR project focuses on habitat supporting the life cycle/function of a species.	Project provides clear benefits to either fish OR wildlife communities.	Proposed objectives are appropriate to address the problem; methods are consistent with known standards and techniques.	Project costs provide very good value for proposed work. (For habitat projects, unit costs are below target level.)	Proposed timeline is acceptable, applicants are qualified for proposed project, and there are no apparent impediments (e.g. permits, etc.) to implementation.	The project clearly and adequately addresses all potential negative impacts (e.g. invasive species issues, contaminants, disease, etc.).
Project addresses the vision or a broad, far reaching action(s) (i.e. a stated goal is to restore a species or to restore watershed health) identified in a State, Tribal, or Federal management plan.	Project will result in small-medium ecological benefits with broad regional/multistate or basin-wide implications.	Project focuses on a native species not targeted by a specific rehabilitation plan or of economic importance OR project focuses on important (but not critical) habitat.	Project provides clear benefits to specific fish AND wildlife populations	Proposed objectives are appropriate to address the problem; however, the methods need minor improvement to be consistent with known standards and techniques.	Project costs provide appropriate value for proposed work. (For habitat projects, unit costs are at target level.)	Proposed timeline is reasonable, but there is a serious impediment (e.g. qualification of applicants, permits, etc.) to implementation.	The project vaguely or not adequately addresses potential negative impacts (e.g. invasive species issues, contaminants, disease, etc.).
Project does not address an action(s) identified in a State, Tribal, or Federal management plan but has some value to resource managers.	Project will result in small-medium ecological benefits with local (not larger than a single lake or state) scale implications only.	Project focuses on a non-native species or of economic importance OR project focuses on abundant, less important habitat.	Project provides clear benefits to specific fish OR wildlife populations	Proposed objectives are appropriate to address the problem; however, the methods are inconsistent with known standards and techniques.	Project costs are more costly than average for proposed work. (For habitat projects, unit costs are above target level.)	There are at least two barriers (e.g., time, qualification of applicants, permits, etc.) to implementation.	The project does not address potential negative impacts (e.g. invasive species issues, contaminants, disease, etc.).
Project does not link to management plans or to any needs of resource managers.	Project will result in minimal ecological benefits at any spatial level.	Project has no linkages to particular species or habitats of importance to resource managers.	Project has dubious value to any fish or wildlife species.	Proposed objectives and methods are inappropriate to address the problem and are inconsistent with known standards and techniques.	Project costs are excessive and not appropriate for proposed work. (For habitat projects, unit costs are well above target level.)	Proposed timeline is not reasonable and there are one or more probable barriers (e.g. qualification of applicants, permits, etc.) to implementation.	Potential negative impacts (e.g. invasive species issues, contaminants, disease, etc.) clearly outweigh any positive benefits from this project.