

To: Nikki Moore[nmoore@blm.gov]
From: Wootton, Rachel
Sent: 2017-01-23T16:40:19-05:00
Importance: Normal
Subject: Fwd: BLM Scientific Studies Support Program Reminder and Updates (Extension!)
Received: 2017-01-23T16:41:01-05:00
[NLCS FOA 2017 Amend #1.docx](#)
[FY17 IM Research Support Program Final 11 16 17.docx](#)

Here is Mara's email!

Best,

Rachel

--

Rachel Wootton
Planning and Environmental Specialist
National Conservation Lands (WO-410)
Bureau of Land Management
20 M Street SE Washington, DC 20003
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----- Forwarded message -----

From: Alexander, Mara <malexander@blm.gov>
Date: Thu, Jan 12, 2017 at 7:53 AM
Subject: BLM Scientific Studies Support Program Reminder and Updates (Extension!)
To: tbickaus@blm.gov, kmahoney@blm.gov, cschneckenburger@blm.gov, bkeleher@blm.gov, gimagee@blm.gov, aginn@blm.gov, nglinesbovio@blm.gov, tjfisher@blm.gov, r20smith@blm.gov, dmermejo@blm.gov, mbriske@blm.gov, cdent@blm.gov, theslin@blm.gov, cknauf@blm.gov, rsweeten@blm.gov, ztreichold@blm.gov, kkeeler@blm.gov, Peter DeWitt <pdewitt@blm.gov>, Robin Fehlau <rfehlau@blm.gov>, Jaime Tompkins <jtompkins@blm.gov>
Cc: "Wootton, Rachel" <rwootton@blm.gov>, Maria Gochis <mgochis@blm.gov>, Sally Butts <sbutts@blm.gov>, Nikki Moore <nmoore@blm.gov>, Brandon Riley <briley@blm.gov>, Mark Conley <mconley@blm.gov>, pmali@blm.gov, debsalt@blm.gov, clbailey@blm.gov, "Cohen, Ilana" <icohen@blm.gov>, scarman@blm.gov, dhu@blm.gov, fquamen@blm.gov, ktripp@blm.gov, polwell@blm.gov

Hi Everyone,

I'm sending this email to introduce myself as well as share some updates on the BLM Scientific Studies Support Program (formerly known as the Research Support Program). I'm Mara Alexander, the new Science Coordinator for National Conservation

Lands. I came to BLM after 12 years of working with the US Fish and Wildlife Service. I'm very happy to now be joining the National Conservation Lands crew and BLM. I look forward to working with all of you.

We are excited about the updates to the Scientific Studies Support Program, and are doing our best to address the implementation challenges that come with using a new process. Based on questions and concerns from all of you, we have amended the notice of funding availability to further outline the merit review criteria for both the State and the National office. The updated notice and the IM announcing the program are attached for your convenience.

We are also extending the application period to allow additional time to submit projects. The application period will be extended to Thursday, February 2nd, 2017 to allow for additional time for recipients to submit projects. Please send this announcement to those who may be interested, especially National Conservation Lands Staff in the field.

Here is the link to the [grants.gov](http://www.grants.gov) announcement:

<http://www.grants.gov/web/grants/search-grants.html?keywords=Bureau%20of%20Land%20Management%20Scientific%20studies>

Feel free to let me know if you have any questions. In addition to working with your State's grants and agreements staff on questions, you may also reach out to Rachel Wootton, National Conservation Lands Planning and Environmental Specialist, (rwootton@blm.gov) and Maria Gochis, Bureau Grant Policy Manager (mgochis@blm.gov).

Best,

Mara
Mara Alexander, Ph.D.
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UNITED STATES DEPARTMENT OF THE INTERIOR
Bureau of Land Management

FUNDING OPPORTUNITY ANNOUNCEMENT
for
Federal Financial Assistance

FUNDING OPPORTUNITY TITLE:

BLM FY2017 Bureau-wide National Conservation Lands Scientific Studies Support Program

(Formerly known as National Landscape Conservation System Research Support Program)

FUNDING OPPORTUNITY NUMBER:

L17AS00001

ANNOUNCEMENT TYPE: AMENDMENT NO. 1 ~ Issued January 10, 2017

Modifications to this Funding Opportunity Announcement:

- 1. Extends the deadline for submission of applications to Febuary 2, 2017, 11.59 p.m. Eastern Time**
- 2. Changes Science Program Lead**
- 3. Clarifies the Application Review Process**

CFDA NUMBER & TITLES APPLICABLE TO THIS ANNOUNCEMENT:

- 15.224 - Cultural Resource Management
- 15.225 - Recreation Resource Management
- 15.230 - Invasive & Noxious Plant Management
- 15.231 - Fish, Wildlife and Plant Conservation Resource Management
- 15.233 - Forests & Woodlands Resource Management (stewardship agreements)
- 15.237 - Rangeland Resource Management

DEADLINE FOR SUBMISSION OF APPLICATIONS:

CONTACT INFORMATION:

Brandon Riley, Grants Management Specialist
Telephone: 202 912 7540, Email: briley@blm.gov

Mara Alexander, Science Program Lead
Telephone: 202 912 7096, Email: malexander@blm.gov

BLM

Bureau of Land Management—Financial Assistance



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A. PROGRAM DESCRIPTION

1. Authority

This Bureau of Land Management (BLM) Federal Financial Assistance Funding Opportunity is being announced under the following legislative authorities:

ENDANGERED SPECIES ACT, 16 USC 1535, PL 93-205, Section 6 as amended by PL 97-304. Section 1535.

FEDERAL LAND POLICY AND MANAGEMENT ACT OF 1976 (FLPMA), 43 USC §1737 (b), Public Law 94-579

FEDERAL NOXIOUS WEED ACT (Public Law 93-629, as amended) 7 USC §2814 Management of undesirable plants on Federal lands

FISH AND WILDLIFE CONSERVATION AND WATER RESOURCES DEVELOPMENTS COORDINATION ACT (FISH AND WILDLIFE COORDINATION ACT), Public Law 85-624 as amended, 16 U.S.C. §661 and §664

GOOD NEIGHBOR AUTHORITY (GNA), Consolidated Appropriations Act, 2014 PL 113-76 and the Agricultural Act of 2014 PL 113-79, 16 USC §2113a

HEALTHY FORESTS RESTORATION ACT OF 2005, 16 USC 6501, PL 108-148. Section 6501 NATIONAL TRAILS SYSTEM ACT, 16 USC 1246, PL 90-543, as amended by PL 95-625, 96-87, and 98-11. Section 1246

PUBLIC RANGELANDS IMPROVEMENT ACT OF 1978, 43 USC 1906, PL 95-514. Section 9. Section 1906

SIKES ACT, 16 USC 670h and 670j. PL 86-797, Title II, Sec. 202, as added PL 93-452, Sec 2; as amended PL 97-396, Sec 4. Sec 670h

TAKE PRIDE IN AMERICA ACT (TPIA), Public Law 101-628, as amended, 16 USC §4601, 4605

WATERSHED RESTORATION AND ENHANCEMENT AGREEMENTS (aka THE WYDEN AMENDMENT), 16 USC 1011 , PL 104-208, Section 124, as amended by PL 105-277, Section 136, as amended by PL 108-7, Section 135. Section 1011

WILD AND SCENIC RIVERS ACT, 16 USC 1281, PL 90-542, Section 1281

Projects will be awarded under specific legislative authority that pertains to that particular project.

2. Description of Program and/or Project

- a. Background: The BLM is unique in its mission of managing the public lands for multiple use and sustained yield of resources, including conservation. More than 30 million acres of BLM land is recognized for outstanding conservation

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values and designated for special management by Acts of Congress or Presidential Proclamations.

The BLM manages these special areas to maintain and enhance their conservation values with the goal to conserve, protect, and restore these important landscapes and their outstanding cultural, ecological, and scientific values. These areas range from broad Alaskan tundra to red rock deserts and from deep river canyons to rugged ocean coastlines and include some of America's finest natural and cultural treasures.

The National Conservation Lands include the following unit designations:

- National Monuments and National Conservation Areas;
- Wilderness/Wilderness Study Areas;
- National Wild and Scenic Rivers; and
- National Scenic and Historic Trails.

The National Conservation Lands financially supports scientific studies aimed at increasing our understanding of the resources present on BLM management lands and the effectiveness of BLM's resource management decisions. The program seeks to engage the external scientific community in conducting scientific studies on the National Conservation Lands that can benefit management of the public lands.

The following are examples of projects funded in Fiscal Year 2016:

- Inventorying and assessing of wetlands for their status and ecological condition within the National Trails Management in Wyoming
- Testing the use of remote sensing data to survey for prairie dog towns important to Black Footed Ferrets in the Rio Grande del Norte National Monument in New Mexico
- Using citizen science to inventory paleontology resources in BLM Wilderness Study Areas in Montana
- Ranid Frog recovery in Las Cienegas National Conservation Area in Arizona
- Fossil inventory and salvage in Grand Staircase-Escalante National Monument in Utah
- Investigating inter marsh movements of Amargosa vole populations to better manage this endangered species in the Amargosa Wild and Scenic River in California
- Inventory of coastal meadow pollinator habitats of the San Juan National Monument in Washington
- Assessing fungi inoculation of planted Big Sagebrush seedling success after wildfires in Birds of Prey NCA in Idaho

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- b. Objectives: BLM has Bureau-wide funding available in Fiscal Year 2017 to develop new partnerships and support existing partners with established cooperative agreements.

These projects will assist the BLM in gaining scientific understanding of National Conservation Lands' resources and landscapes and the benefits they provide the American public. They will also apply scientific understanding to management, education, and outreach. Please review the public benefit section for more information.

- c. Public Benefit:

Natural, Scientific, and Cultural Benefits - The National Conservation Lands protect a myriad of endangered species, diverse habitats and ecosystems, historic properties, and cultural resources. These designated lands help ensure that the Nation's extraordinary biodiversity and cultural heritage will be sustained for present and future generations to enjoy. As landscape pressures such as drought, climate change, and the loss of species habitat and migration corridors continue to be of concern, units of the National Conservation Lands offer opportunities for scientists to conduct important research and data collection. The National Conservation Lands contain over 30 percent of all special-status animal species found on BLM lands. These science projects will help the BLM better understand the National Conservation Lands' natural, scientific, and cultural resources, and the benefits they provide the American public by applying scientific understanding to management, education, and outreach.

Recreation Benefits - As wide-open spaces and opportunities for natural exploration continue to dwindle, the National Conservation Lands conserve over 30 million acres of rugged landscapes for the public to explore and enjoy, and hosts more than one-fourth of all recreation on BLM lands. These diverse lands provide opportunities for recreationists of all kinds, from white-water rafters and rock climbers to hunters and fishermen, hikers and skiers to boaters and off-highway vehicle riders. The BLM manages units that include over 2,700 recreation sites and 22 visitor centers, and serves approximately 14 million visitors annually. Because of the high rate of visitation, the communities surrounding the National Conservation Lands reap significant economic benefits through tourism services. These science projects will help the BLM better understand the National Conservation Lands' recreational resources, the benefits they provide the American public, and apply scientific understanding to management, education, and outreach.

3. Program Performance Goals and Deliverables:

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- a. National Conservation Lands program requires specific performance goals and outcomes to be accomplished. Proposals must identify how the project incorporates at least one of the following these goals/themes:
 - i. **Research Identified in Unit Science Plans (for National Monuments, National Conservation Areas, and Similar Designations):** BLM Manual Section 6220 calls for the development of science plans for applicable units of the National Conservation Lands. Projects identified in finalized unit science plans will be given priority over new proposals for that unit.
 - ii. **Effectiveness Research:** Research that empirically tests the effectiveness of management practices (e.g., evaluating past restoration efforts or best management practices for minimizing impacts).
 - iii. **Standardized Inventory and Monitoring:** Research that uses the principles presented in the BLM's Assessment, Inventory, and Monitoring Strategy to apply standardized, scientifically-defensible indicators and methods for inventorying and monitoring the resources, objects, and/or values for which National Conservation Lands were designated.
 - iv. **Research Syntheses:** Research that synthesizes a diverse array of scientific investigations or data from a new perspective in order to improve best management practices for a National Conservation Lands priority topic.
 - v. **Citizen Science:** Research that engages citizen scientists (volunteers) as assistants under agency supervision in data collection, compilation, or data analysis to improve BLM's management of the National Conservation Lands (e.g. bio-blitzes).
 - vi. **Other Management-Driven Research:** Research that provides information that can directly inform a pertinent and pressing management question.
- b. The project proposal must identify specific deliverables or outcomes to be accomplished (e.g. reports, peer-reviewed articles, GIS files, outreach tools, at a minimum, these must include:
 - i. Annual progress reports;
 - ii. A final report, suitable for distribution to BLM staff; and
 - iii. A manager's summary (less than one page report that helps inform managers' decisions).

B. FEDERAL AWARD INFORMATION

1. **Award Instrument:** In accordance with the Legislative Authority, a cooperative agreement will be used and substantive Bureau of Land Management (BLM) involvement will consist of the following: The BLM Program Officer (PO) will collaborate with the recipient's Project Manager/Principal Investigator (RPM/PI) to manage all stages of project development, implementation, and evaluation. Responsibility for project management, control, and direction will be shared by the recipient and the BLM, however the BLM will have the right to intervene by

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modifying the project management plan if the project is not staying on schedule and/or technical issues arise.

2. **Anticipated number of awards to make under this announcement:** BLM anticipates making 20 awards in FY 2017 depending on availability of funding. If funding in the later part of the fiscal year becomes available there could be additional awards. BLM anticipates dispersing funding across states where BLM lands are located.
3. **Individual award amounts will be no more than \$25,000 per award and could fund subsequent fiscal years depending on approved appropriation.**
4. **Total funding expected (based on FY 2016 allocation) to be awarded through this announcement: \$397,000.**
5. **Anticipated Start Date:** April 1, 2017
6. **Anticipated Period of Performance:** Five (5) years maximum
From: April 1, 2017
To: March 31, 2022
7. **No Obligation to Award:** The BLM is under no obligation to award funds for these projects. Only BLM Grants Management Officers (GMO) may obligate funds for financial assistance.

C. ELIGIBILITY INFORMATION

1. **Eligible Applicants**
Any state, local government, Indian tribe, institution of higher education (IHE), or nonprofit organization.
2. **Cost Sharing or Matching**
(Endangered Species Act, 3:1 Matching) – If project is awarded under the **Endangered Species Act, 16 USC 1535, PL 93-205, Section 6 as amended by PL 97-304. Section 1535**, refer to (d) Allocation of Funds (2)(i) the Federal share of such program costs shall not exceed 75% of the estimated program cost stated in agreement, 1:3 (Recipient:BLM) Match; and (ii) 10% whenever two or more States having a common interest in one or more endangered or threatened species.

Applicants may attribute some or all of their allowable indirect costs as voluntary committed cost-share/match, however recipients may only charge to the Federal award the indirect costs calculated against the allowable direct costs charged to the Federal award. Recipients may not charge to the Federal award indirect costs calculated against: 1) any portion of the recipient's direct costs which are proposed as voluntary committed cost-share/match; or 2) any portion of the direct costs charged to any other Federal or non-Federal partner.

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3. Other Eligibility Restrictions

This financial assistance opportunity is also open to all partners under any Cooperative Ecosystem Studies Unit (CESU) program. CESUs are partnerships that provide research, technical assistance, and education. If a cooperative agreement is awarded to a CESU partner under a formally negotiated Master CESU agreement, indirect costs are limited to a rate of no more than 17.5% of the indirect cost base recognized in the partner's Federal Agency-approved Negotiated Indirect Cost Rate Agreement (NICRA).

D. APPLICATION REQUIREMENTS AND SUBMISSION INFORMATION

****PRIOR TO SUBMITTING PROPOSAL****

***** RECIPIENT MUST CONTACT DESIGNATED NATIONAL CONSERVATION LANDS LEAD IN THE STATE WHERE THE PROJECT IS OCCURRING (REFER TO PAGE 23 ~ SECTION G OF THIS ANNOUNCEMENT) PRIOR TO SUBMITTING APPLICATION.**

***** IDENTIFY IF YOUR PROPOSAL IS A CONTINUATION OF AN EXISTING BLM COOPERATIVE AGREEMENT AND PROVIDE CURRENT BLM AGREEMENT NUMBER (i.e., L16AC00000). IDENTIFY FY 2017 WORK TO BE ACCOMPLISHED WITH NEW MILESTONES AND GOALS. FOLLOW ATTACHMENT A FOR SUBMITTING YOUR PROPOSED WORK.**

1. Submission Dates and Times

See announcement cover sheet for the deadline (date and time) for submission of applications. Applications must be received by the BLM prior to the posted deadline. Any application received after the deadline for submission may not be considered for award unless it can be determined the delay was caused by Federal government mishandling.

2. Application Submission via www.grants.gov

The Bureau of Land Management participates in the Grants.gov initiative which provides the Grant Community with a single website, www.grants.gov, to search for and apply for all federal grant opportunities.

- a. All applicants should register at www.grants.gov and all applications should be submitted electronically through www.grants.gov unless other arrangements are made and approved of in advance of the submission

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deadline. If you have any questions or problems with the registration or application submission process, contact the Grants.gov Help Desk at 1-800-518-4726, or go to <http://www.grants.gov/web/grants/support/technical-support/troubleshooting.html> for online help.

- b. Applications submitted through www.grants.gov are considered to be electronically signed applications.

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 BLM's financial assistance management system.

3. 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.

The period of performance for projects awarded under this program is one or more years. Project proposals must be designed and budgeted accordingly. For multi-year projects, budgets and project activities should be clearly articulated in phases/years and support for future phases/years will be contingent on project performance, satisfactory reporting and financial management, and availability of program funds. Past and present recipients of awards under this program are eligible, but must submit new proposals to compete for additional funding.

4. Application Package

This announcement includes all information, documents, and electronic addresses needed to submit an application through www.grants.gov. Paper copies may be requested by contacting the individual(s) listed on the application coversheet.

Download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Downloading and saving the Application Package to

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your computer makes the required government-wide standard forms fillable and printable.

5. DUNS Number and SAM Registration

Each applicant (unless the applicant is an individual or Federal awarding agency that is exempt 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:

- a. Provide a valid DUNS number (Dun & Bradstreet Universal Numbering System) on its application. DUNS numbers are nine-digit numbers established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. DUNS numbers may be obtained free of charge from Dun & Bradstreet, Inc., at: <http://fedgov.dnb.com/webform> or by calling them at (877) 930-5228.
- b. Be registered in SAM (System for Award Management, www.SAM.gov) before submitting its application. SAM is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. There is no fee to register at this site. Register in the System for Award Management (SAM) at: <http://www.sam.gov>.
- c. Continue to maintain an active SAM registration with current information at all times during which the applicant has an active Federal award or an application or plan under consideration by a Federal awarding agency.

6. The Application Package

Applications must include all required Standard Forms (SF) shown below, a Proposal (Attachment A), a Budget Detail (Attachment B), and a copy the applicant's approved federal agency Negotiated Indirect Cost Rate Agreement (NICRA), if applicable. Non-governmental organizations that have not previously received award funds or have not had an active award within 3 (three) years must complete a Financial Assistance Evaluation Questionnaire. A copy of the questionnaire may be requested by contacting the Grants Management Officer(s) listed on the application coversheet.

WHAT TO SUBMIT:

Required Form Name and Number	✓
SF-424 Application for Federal Assistance **If a continuation of existing cooperative agreement with the BLM mark continuation in item 2 "Type of Application" and identify current agreement number in item 5b.	
SF-424A Budget Information - Non-Construction Programs	

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Required Form Name and Number	✓
SF-424B Assurances - Non-Construction Programs	
SF LLL Form: If applicable, Completed SF LLL Disclosure of Lobbying Activities form	
Project Proposal (Attachment A to this document)	
Budget Detail and Justification of Costs (Attachment B to this document)	
Federal Agency-approved Negotiated Indirect Cost Rate Agreement (NICRA), if applicable	
Conflict of Interest Statement, when applicable	
Financial Assistance Evaluation Questionnaire (if applicable)	

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

a. Project Proposal (Attachment A)

Attachment A is a suggested project proposal template and may be used when submitting your proposal. The proposal must be no longer than 15 pages, with a type-face no smaller than 11-point, and have at least one (1) inch margins on all sides. The 15 page limit includes all text, figures, references, and vitae, but does not include the Budget Detail (Attachment B).

All proposals are confidential.

b. Budget Detail (Attachment B)

- 1) Use the Budget Detail sample form (Attachment B) to present the breakdown of your estimated costs by category needed to accomplish project activities, along with your budget justification of all costs. Estimated costs should be described in sufficient detail so that they may be checked for allowable, allocable and reasonable. Include a description of any cost share (cash, in-kind, etc.) listed. Lump sum costs are not acceptable in any category, without a detail breakdown of how the costs would be accrued. **No profit or fees are allowable.**

- 2) Budget details should be broken down into the following categories:

Personnel Costs. List salaries or wages of employees working directly on your proposed project agreement. Indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries or

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wages and estimated hours or percent of time to be spent on the agreement.

Fringe Benefit Costs. The costs of fringe benefits of employees working directly on your project. Indicate rates/amounts, what costs are included in this category, and the basis of the rate computations. Federally approved rate agreements are acceptable for compliance with this item.

Travel Costs. The estimated costs for travel related to your project activities. Include the purpose of trip, destination, number of persons traveling, length of stay, and all travel costs including airfare, per diem, lodging, and miscellaneous travel-related expenses. For local travel, include mileage and rate of compensation. If applicable, indicate that the costs are per your organization's written travel policy. Current Federal per diem rates (the maximum allowances that federal employees are reimbursed for expenses incurred while on official travel) may be found at <http://www.gsa.gov/portal/content/104877>.

Equipment Costs. Equipment is defined as expendable tangible personal property having a useful life of more than one (1) year and an acquisition cost of more than \$5,000.00, or a value which reaches the capitalization threshold level established by the organization for financial statement purposes.

Supply Costs. The costs of consumable supplies and materials to be used for project activities. List each item and quantity individually.

Contractual Costs. Include estimated costs of proposed professional and technical consultants and contractors participating on the project. Identify all work that will be accomplished, including a breakdown of all tasks to be completed, and a detailed budget estimate of time, rates, supplies, and materials that will be required for each task. Any changes or additions will require a request for approval. Procurement procedures must comply with 2 CFR Parts 200.317 through 200.326.

Construction Costs. The cost of any construction directly related to the project activities.

Other Costs. The cost of items not listed above and which do not fit in any other category, such as the cost of duplicating and printing, equipment rental, postage, etc. No profit or fee will be allowed.

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Total Direct Costs. The sum of categories (a) through (h).

Indirect Costs. 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 BLM 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 BLM 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.

If indirect costs will be charged to the project, complete this section and show the proposed rate, cost base, and proposed amount for allowable indirect costs. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

Include a copy of any federally approved negotiated indirect cost rate agreement (NICRA).

If your organization has never had a NICRA, the BLM Grants Management Officer (GMO) may allow an indirect cost rate of up to 10% of your base modified total direct costs (MTDC). MTDC includes all salaries and wages, fringe benefits, materials and supplies, services, travel, and subgrants and subcontracts up to the

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first \$25,000 of each. Include the computational basis for the indirect expense pool and corresponding allocation base for your rate.

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>

Total Costs. The total of both direct and indirect costs estimated to be expended on your project activities.

Each budget category shall include a budget justification of costs and how they derived to those cost, i.e., travel regulations, personnel wage schedules, competition and market research for cost, etc.

E. APPLICATION REVIEW INFORMATION

Application Selection Process

Applications eligible for merit review will be evaluated by a field review committee to review, rate, rank, and recommend applications for award using the below evaluation criteria. Evaluation teams are made up of two or more qualified personnel familiar with the program and who have been certified to have no conflict of interest with any persons or organizations applying for award. The final selection of applications will take place at the BLM Washington Office, National Conservation Lands Division.

The Government reserves the right to reject any and all proposals which do not meet the requirements of this funding opportunity announcement and which are determined to be outside the scope of the authority under which this announcement is posted.

Awards will be made to responsive, responsible applicants who submit proposals which conform to the funding opportunity announcement and are most advantageous to the Government considering the evaluation factors listed below.

The evaluation process will be comprised of the following four screening levels:

1. First Level Screening --Basic Eligibility

- a. Applications will be screened by the Grants Management Officer to ensure that applications meet basic eligibility requirements. Depending on the specifics of the opportunity, screening may include, but is not limited to, the following:
 - 1) Program and/or legislative authority requirements are met;
 - 2) Submission is timely;
 - 3) Complete and properly executed SF-424 application package documents (see D. APPLICATION AND SUBMISSION INFORMATION) are included;
- b. Applications must satisfy basic eligibility screening requirements to be considered for further review.

2. Second Level Merit Review Evaluation – Field Review. Each BLM State will have their own field committee based on expertise and professional qualification. The BLM State Offices will evaluate proposals only for their specific State. Eligible applications will be evaluated in an objective and unbiased manner with the following merit review criteria using a numerical scoring based on a 100 point maximum score. An overall consensus rating will be determined for each application and submitted to BLM Washington Office, National Conservation Lands Division.

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- A. Project aligns with National Conservation Lands unit and BLM State office information needs (Maximum score of 60/100)
- B. BLM staff has the capacity to support project (Maximum score of 20/100)
- C. Past Performance (Maximum score of 10/100)
- D. Active Cooperative Agreement (Maximum score of 10/100)

3. Third Level Review – BLM Washington Office, National Conservation Lands Division. The National Office will have a national committee with membership based expertise and professional qualification to review applications. Eligible applications will be evaluated in an objective and unbiased manner with the following merit review criteria using a numerical scoring based on a 100 point maximum score. An overall consensus rating will be determined for each application. The rankings and proposals will be submitted to the Assistant Director of the National Conservation Lands and Community Partnerships for funding determinations.

- A. State Ranking (Maximum score 30/100 Points)
- B. Objective (Maximum score 15/100 Points)
- C. Research Theme and Technical Approach (Maximum score 25/100 Points)
- D. Public Benefit (Maximum score 20/100 Points)
- E. Qualifications (Maximum score 10/100 Points)
- F. Offered Cost Share or Match (Maximum score 0/100 Points – Tie breaker if needed)

4. Fourth Level Review Pre-award Clearance and Approvals

Following the described review process, BLM will also complete a business evaluation and determination of responsibility. During these evaluations the Grants Management Officer will evaluate variables such as:

- a. Risk Management. The BLM uses a risk-based approach to evaluate the risk posed by the supporting applicants' projects before it awards Federal funds.
 - 1) BLM is required to review information available through OMB-designated eligibility and/or financial integrity databases, such as the Federal

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Awardee Performance and Integrity Information System (FAPIS). The BLM considers factors such as:

- (a) Financial stability;
 - (b) Quality of management systems;
 - (c) History of performance managing Federal awards, timeliness of compliance with reporting requirements, conformance to the terms and conditions of previous Federal awards, etc.;
 - (d) Reports and findings from audits performed; and
 - (e) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.
- 2) Budget review is based on the following:
- (a) Budget line items must be allowable, allocable, reasonable in price, and appropriate for the level of effort needed to accomplish the project
 - (b) Budget details and justification must provide adequate explanation of, and justification for, each estimated cost
 - (c) Requested equipment must be justified and necessary for completion of the project
 - (d) Cost Sharing/Matching funds must not come from Federal funds

If the results of all pre-award reviews and clearances are satisfactory, an award of funding will be made once the agreement is finalized. If the BLM determines that a Federal award will be made, special conditions that correspond to the degree of risk assessed may be applied to the Federal award

If the results of pre-award reviews and clearances are unsatisfactory, consideration of funding for the project may be withdrawn.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

- a. Any award made from this announcement will be based on the application submitted to, and as approved by, the Department of the Interior, Bureau of Land Management, and will be regulated by OMB's Uniform Guidance, 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

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- b. Acceptance. Acceptance is defined as the start of work, drawing down of funds, or accepting the award via electronic means. Costs may not be incurred before the effective date listed on the award. Acceptance of a Federal Financial Assistance award from the Department of the Interior, Bureau of Land Management, carries with it the responsibility to be aware of, and comply with, the administrative and national policy requirements and terms and conditions of award.

2. Reporting

Periodic submission of Federal Financial reports (SF-425), Performance/Progress reports, and Youth Employment reports (if applicable) will be required under this financial assistance agreement. Submission of financial and performance/progress reports may be required either quarterly, semi-annually, or annually. Submission of youth employment reports (if applicable) is required quarterly.

3. Administrative and National Policy Requirements

- a. Office of Management and Budget Guidance for Grants and Agreements. By accepting additional Federal funding under the current Federal assistance, your organization agrees to abide by the applicable OMB Guidance for Grants and Agreement in the expenditure of Federal funds and performance under this program. OMB guidance is available at the following web site:
<http://www.ecfr.gov/cgi-bin/text-idx?SID=954b81d94bf127c6de3c76a3c99d8d9f&tpl=/ecfrbrowse/Title02/2subttitleA.tpl>
- b. Administrative Requirements.
 - 1) 2 CFR Part 200 Subparts A through D - Uniform Administrative Requirements and Cost Principles.
 - 2) 2 CFR Part 200 Subpart F - Audit Requirements. Non-Federal entities that expend \$750,000.00, or more, in federal awards in a single year shall have a single or program-specific audit conducted for that year in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and revised OMB Circular A-133, available at:
http://www.whitehouse.gov/omb/circulars_default.
 - 3) Indirect Facilities and Administration (F&A) Costs.
 - (a) 2 CFR Part 200.414 - Indirect (F&A) Costs
 - (b) 2 CFR, Appendix III to Part 200 - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher

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Education (IHEs)

- (c) Appendix IV to Part 200 - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations
- (d) Appendix V to Part 200 - State/Local Government-wide Central Service Cost Allocation Plans
 - (1) The provisions of 2 CFR 200.414(c) require Federal agencies to accept federally negotiated indirect cost rates. The BLM has applied the following policies, procedures and general decision-making criteria for deviations from negotiated Indirect Cost Rates for financial assistance programs and agreements.
 - (2) Distribution Basis. For all deviations to the Federal negotiated indirect cost rate, including statutory, regulatory, programmatic, and voluntary, the basis of direct costs against which the indirect cost rate is applied must be:
 - (i) The same base identified in the recipient's negotiated indirect cost rate agreement, if the recipient has a federally negotiated indirect cost rate agreement; or
 - (ii) The Modified Total Direct Cost (MTDC) base in cases where the recipient does not have a federally negotiated indirect cost rate agreement or, with prior approval of the Awarding Agency, when the recipient's federally negotiated indirect cost rate agreement base is only a subset of the MTDC (such as salaries and wages) and the use of the MTDC still results in an overall reduction in the total indirect cost recovered. MTDC is the base defined by 2 CFR 200.68, "Modified Total Direct Cost (MTDC)."
 - (iii) In cases where the recipient does not have a federally negotiated indirect cost rate agreement, under no circumstances will the Department use a modified rate based upon Total Direct Cost or other base not identified in the federally negotiated indirect cost rate agreement or defined within 2 CFR 200.68. The purpose of this restriction is to ensure that the reduced rate is applied against a base that does not include any potentially distorting items (such as pass-through funds, subcontracts in excess of \$25,000, and participant support costs) and is based on the requirements outlined in 2 CFR 200.68; 2

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CFR 200.414(f); 2 CFR 200 Appendix III, Section C.2.; 2 CFR 200 Appendix IV, Section B.3.f.; and Appendix VII, Section C.2.c.

- (3) Indirect Cost Rate Reductions Used as Cost-Share. Instances where the recipient elects to use a rate lower than the federally negotiated indirect cost rate, and uses the balance of the unrecovered indirect costs to meet a cost-share or matching requirement required by the program and/or statute, are not considered a deviation from 2 CFR 200.414(c) as the federally negotiated indirect cost rate is being applied under the agreement in order to meet the terms and conditions of the award.

c. Program Legislation and/or Regulations applicable to this announcement:

- i. Scientific integrity is vital to Department of the Interior (DOI) activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage DOI's reputation and ability to uphold the public's trust. All work performed must comply with the DOI Scientific Integrity Policy posted to <http://www.doi.gov>, or its equivalent as provided by their organization or State law. For more information go to URL: <https://www.doi.gov/scientificintegrity>.
- ii. Archaeological Resources Protection Act (16 USC 470aa-mm)
- iii. National Historic Preservation Act (54 USC 300101 et. seq.)
- iv. Paleontological Resources Preservation Act (16 USC 470aaa)
- v. BLM-Manual 6100 – National Landscape Conservation System Management
- v. BLM-Manual 6200 –National Monuments, National Conservation Areas, and Similar Designations
- iv. Proclamation or designating legislation for the area under study (if applicable)

4. General Award Terms and Conditions

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- a. Code of Federal Regulations/Regulatory Requirements, as applicable (contact your program officer with any questions regarding the applicability of the following):
- 1) 2 CFR Part 25, Universal Identifier and System of Award Management
 - 2) 2 CFR Part 170, Reporting Subawards and Executive Compensation
 - 3) 2 CFR Part 175, Award Term for Trafficking in Persons
 - 4) 2 CFR Part 180 & 2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)
 - 5) 2 CFR Part 182 & 2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)
 - 6) 43 CFR 18, New Restrictions on Lobbying: Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A, Certification Regarding Lobbying.
 - 7) 41 USC §4712, Pilot Program for Enhancement of Recipient and Sub-recipient Employee Whistleblower Protection: This requirement applies to all awards issued after July 1, 2013 and shall be in effect until January 1, 2017.
 - 8) 41 USC §6306, Prohibition on Members of Congress Making Contracts with Federal Government: No member of or delegate to the United States Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.
 - 9) Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.
 - 10) Executive Order 13043, Increase Seat Belt Use in the United States: Recipients of grants/cooperative agreements and/or sub-awards are encouraged to adopt and enforce on-the-job seat belt use policies and programs for their employees when operating company-owned, rented, or personally owned vehicles. These measures include, but are not limited to, conducting education, awareness, and other appropriate programs for their employees about the importance of wearing seat belts and the consequences of not wearing them.
 - 11) Executive Order 13658, Minimum Wage for Contractors, seeks to increase the efficiency and cost savings in the work performed by parties who contract with the Federal Government by increasing the hourly minimum wage paid by those contractors and any subcontractors. (see 79 CFR 9851).

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12) Prohibition on Issuing Financial Assistance Awards to Entities that Require Certain Internal Confidentiality Agreements

Section 743 of Division E, Title VII of the Consolidated and Further Continuing Resolution Appropriations Act of 2015 (Pub. L. 113-235) prohibits the use of funds appropriated or otherwise made available under that or any other Act for grants or cooperative agreements to an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must not require their employees or contractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must notify their employees or contractors that existing internal confidentiality agreements covered by this condition are no longer in effect

b. Funding.

- 1) Awards shall be funded subject to availability of BLM funding. Initial funding does not guarantee additional funding in subsequent years.
- 2) Once the grant or cooperative agreement is signed by a BLM Grants Management Officer (GMO), funding is obligated and the recipient may incur approved costs beginning on the effective date of the award and as specified in their submitted and approved budget.

- c. Payment Mechanism.** Payment will be made by draw-down reimbursement through the Department of the Treasury, Automated Standard Application for Payment (ASAP) System. See following website:
<http://www.fms.treas.gov/asap> Treasury Circular 1075 (31 CFR 205) requires that draw-downs to a recipient organization shall be limited to the minimum amounts needed and shall be timed to be in accordance with the actual, immediate cash requirements of the recipient organization in carrying out the purposes of the approved program or project. The timing and amount of cash advances shall be as close as is administratively feasible to the actual disbursements by the recipient organization for direct program or project costs and the proportionate share of any allowable indirect costs

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- d. **Conflicts of Interest.** The Recipient must establish safeguards to prohibit its employees and sub-recipients from using their positions for purposes that constitute or present the appearance of a personal or organizational conflict of interest. The Recipient is responsible for notifying the Grants Management Officer (GMO) in writing of any actual or potential conflicts of interest which may 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 and/or recipient's employees and sub-recipients in the matter.

5. Special Award Terms and Conditions:

- a. **Liability, Insurance, and Indemnification.** Depending on what the project risk assessment recipients may be required to agree to the following:
 - 1) **Liability.** The BLM assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act, 28 USC 2671.
 - 2) **Insurance.** The recipient will be required to (1) obtain liability insurance or (2) demonstrate present financial resources in an amount determined sufficient by the Government to cover claims brought by third parties for death, bodily injury, property damage, or other loss resulting from one or more identified activities carried out in connection with this financial assistance agreement.
 - 3) **Insured.** The federal government shall be named as an additional insured under the recipient's insurance policy.
 - 4) **Indemnification.** The recipient hereby agrees:
 - (a) To indemnify the Federal Government, Bureau of Land Management (BLM), from any act or omission of the recipient, its officers, employees, or (members, participants, agents, representatives, as appropriate) (1) against third party claims for damages arising from one or more activities carried out in connection with this financial assistance agreement and (2) for damage or loss to government property resulting from such an activity, to the extent the laws of the State where the recipient is located permit. This obligation shall survive the termination of this agreement.

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- (b) To purchase public and employee liability insurance at its own expense from a responsible company or companies with a minimum limitation of one million dollars (\$1,000,000.00) per person for any one claim, and an aggregate limitation of three million dollars (\$3,000,000.00) for any number of claims arising from any one incident. The policies shall name the United States as an additional insured, shall specify that the insured shall have no right of subrogation against the United States for payments of any premiums or deductibles due thereunder, and shall specify that the insurance shall be assumed by, be for the account of, and be at the insured's sole risk. Prior to beginning the activities authorized herein, the recipient shall provide the BLM with confirmation of such insurance coverage. Each policy shall have a certificate evidencing the insurance coverage and identifying the assistance agreement number.
- (c) To pay the United States the full value for all damage to the lands or other property of the United States caused by the recipient, its officers, employees, or (members, participants, agents, representatives, agents as appropriate).
- (d) To provide workers' compensation protection to the recipient's officers, employees, and representatives.
- (e) To cooperate with the BLM in the investigation and defense of any claims that may be filed with the BLM arising out of the activities of the recipient, its agents, and employees.
- (f) In the event of damage to or destruction of the buildings and facilities assigned for the use of the recipient in whole or in part by any cause whatsoever, nothing herein contained shall be deemed to require the BLM to replace or repair the buildings or facilities. If the BLM determines in writing, after consultation with the recipient that damage to the buildings or portions thereof renders such buildings unsuitable for continued use by the recipient, the BLM shall assume sole control over such buildings or portions thereof. If the buildings or facilities rendered unsuitable for use are essential for conducting operations authorized under this agreement, then failure to substitute and assign other facilities acceptable to the recipient will constitute termination of this agreement by the BLM.
- (e) Flow-down. For the purposes of this clause, "Recipient" includes such sub-recipients, contractors, or subcontractors as, in the judgment of the recipient and subject to the Government's determination of sufficiency, have sufficient resources and/or

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maintain adequate and appropriate insurance to achieve the purposes of this clause.

- (f) Identified Activities. All activities carried out in connection with financial assistance arising from this funding opportunity announcement.
- b. Recipients must successfully complete an appropriate Defensive Driving Course before operating a Government-owned vehicle (GOV).
- c. Recipients must successfully complete appropriate safety and training requirements before operating Government-owned equipment, 4-wheel all-terrain vehicles (ATV) or other Government-furnished property (GFP).
- d. Recipient/Sub-recipient Personnel Security and Suitability Requirements.
 - 1) If performance of this grant/cooperative agreement requires recipient/sub-recipient personnel to have a Federal Government-issued personal identification card before being allowed unsupervised access to a DOI facility and/or information system, the Program Officer will be the sponsoring official, and will make the arrangements for personal identity verification and card issuance.
 - 2) At least two weeks before start of grant/cooperative agreement performance, the recipient will identify all recipient and sub-recipient personnel who will require physical and/or logical access for performance of work under this grant/cooperative agreement. The recipient and sub-recipient must make their personnel available at the place and time specified by the Program Officer in order to initiate screening and background investigations. The following forms, or their equivalent, may be used to initiate the credentialing process:
 - (a) OPM Standard Form 85 or 85P
 - (b) OF 306
 - (c) Fingerprint card (local procedures may require the fingerprinting to be done at a police station; in this case, any charges are to be borne by the recipient or sub-recipient, as applicable)
 - (d) Release to Obtain Credit Information
 - (e) PIV card application (web-based)
 - 3) Recipient and sub-recipient employees are required to give, and to authorize others to give, full, frank, and truthful answers to relevant and material questions needed to reach a suitability determination. Refusal or failure to furnish or authorize provision of information may constitute

grounds for denial or revocation of credentials. Government personnel may contact the recipient or sub-recipient personnel being screened or investigated in person, by telephone or in writing, and the recipient agrees to make them available for such contact.

- 4) Alternatively, if an individual has already been credentialed by another agency through OPM, and that credential has not yet expired, further clearance may not be necessary. Provide the sponsoring office with documentation that supports the individual's status.
- 5) During performance of the grant/cooperative agreement, the recipient will keep the Program Officer apprised of changes in personnel to ensure that performance is not delayed by compliance with credentialing processes. Cards that have been lost, damaged, or stolen must be reported to the Program Officer, Grants Management Officer, and Issuing Office within 24 hours. Replacement will be at the recipient's expense. If reissuance of expired credentials is needed, it will be coordinated through the Program Officer.
- 6) At the end of grant/cooperative agreement's performance, or when a recipient/sub-recipient employee is no longer working under this grant/cooperative agreement, the recipient will ensure that all identification cards are returned to the Program Officer. Before starting work under this agreement, a National Agency Check (NAC) will be conducted to verify the identity of the individual applying for clearance. Upon successful completion of the NAC process, an identification card will be issued and access granted.
- 7) Simultaneously, a NAC with Inquiries (NACI) will be initiated to determine the individual's suitability for the position. If the NACI adjudication is favorable, nothing more needs to be done. If the adjudication is unfavorable, the credentials will be revoked. In the event of a disagreement between the recipient and the Government concerning the suitability of an individual to perform work under this grant/cooperative agreement, DOI shall have the right of final determination.
- 8) This requirement must be incorporated into any sub-grants/cooperative agreements that require sub-recipient personnel to have unsupervised access to a Federally controlled facility for more than 180 calendar days or unsupervised access to a Federally controlled Level 3 or 4 information system.
- 9) Federal Information Systems Security Awareness Training. Before the recipient, or any of its employees or sub-recipients, are granted access to

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the BLM Federal computer system they must first successfully complete the U.S. Department of the Interior's (DOI) Federal Information Systems Security Awareness Online Course. This course was designed specifically for users of Federal computer systems. The course is a Web-based training product that explains the importance of Information Systems Security and takes approximately one hour to complete. This course is mandatory for all Department of the Interior employees, contractors, recipients, and all other users of DOI computer resources. Topics covered in the course include: threats and vulnerabilities, malicious code, user responsibilities, and new developments affecting Information Systems Security.

G. FEDERAL AWARDING AGENCY CONTACTS:

State	Contact Name	contact phone	email
National	Mara Alexander	(202) 912-7096	malexander@blm.gov
Alaska	Tom Bickauskas	(907) 271-3386	tbickaus@blm.gov
Arizona	Ken Mahoney	(602) 417-9238	kmahoney@blm.gov
California	Mark Conley	(916) 978-4641	mconley@blm.gov
Colorado	Chad Schneckenburger	(303) 239-3738	cschneckenburger@blm.gov
Eastern States	Peter De Witt	(561) 746-7680	pdewitt@blm.gov
Idaho	Robin Fehlau	(208) 373-3825	rfehlau@blm.gov
Montana	Jaime Tompkins	(406) 896-5038	jtompkins@blm.gov
Nevada	Barb Keleher	(775) 861-6628	bkeleher@blm.gov
New Mexico	McKinney Briske or Mara Alexander	(575) 525-4334 or (202) 912-7096	mbriske@blm.gov or malexander@blm.gov
Oregon / Washington	Jerry Magee	(503) 808-6086	gmagee@blm.gov
Utah	Allison Ginn	(801) 539-4053	aginn@blm.gov
Wyoming	Noelle Glines-Bovio	(307) 775-6035	nglinesbovio@blm.gov

END**FUNDING OPPORTUNITY ANNOUNCEMENT**

[Attachment A]

BUREAU OF LAND MANAGEMENT
Financial Assistance (Cooperative Agreements)



ATTACHMENT A: PROJECT PROPOSAL (SUGGESTED FORMAT)

Instructions: A Project Proposal must be submitted with the Standard Form (SF) 424 Application for Federal Assistance for all BLM Assistance Agreements. Complete each section below. Use additional sheets as needed.
**If this is a continuation of existing BLM cooperative agreement, identify the current BLM agreement number and project title below.

Person Submitting Proposal: _____ Date: _____
 Organization Name: _____
 **Agreement or Announcement No.: _____
 ** Agreement or Announcement Title: _____
 Estimated Period of Performance: _____
 BLM POC: _____
 Proposed Project Location: _____

This work will occur on: ☐ Public Lands ☐ Both Public & Private Lands

YOUR MISSION: (Describe your mission. Describe why this support is being requested.)

OBJECTIVE:

1. Describe your objectives and how the objectives support one or more research themes listed in Section 3 A. Program Performance Goals of this announcement and identify the National Conservation Lands involved.

RESEARCH THEME AND TECHNICAL APPROACH:

Please identify which themes apply to your projects (please check boxes that apply by placing cursor on in front of the box and clicking twice):

- ☐ *Research Identified in Unit Science Plans (for National Monuments, National Conservation Areas, and Similar Designations)*
- ☐ *Effectiveness Research*
- ☐ *Standardized Inventory and Monitoring*
- ☐ *Research Syntheses*
- ☐ *Citizen Science*
- ☐ *Other Management-Driven Research*
- ☐ *All themes and goals apply*

Proposals must:

1. Describe the techniques, processes, methodologies to be used.

[Attachment A]

2. Describe how data collection, analysis, and means of interpretation will be accomplished.
3. Describe how the proposed objectives will be achieved within the proposed period of performance (POP).
4. Describe significant goals or milestones and how they will be measured.
5. Describe tasks and relationships of partners, if applicable.
6. Describe how the proposed project improves management of the National Conservation Lands unit.
7. Explain whether the proposed projects applicable to management beyond the relevant National Conservation Lands unit.
8. Provides foundational knowledge or fills data gaps.
9. Credible methods and success metrics.
10. Realistic timetable & deliverables:

Milestone / Task / Activity	Start Date	Completion Date

PUBLIC BENEFIT:

(Describe how this project benefits the general public.)

QUALIFICATIONS, PAST PERFORMANCE, ACTIVE BLM COOPERATIVE AGREEMENT:

(List key personnel and their responsibilities. Describe similar successful projects completed in the past and any unique qualifications your organization may possess and describe all BLM Active Cooperative Agreements.)

[Attachment B]

BUREAU OF LAND MANAGEMENT
Financial Assistance (Cooperative Agreements)



ATTACHEMENT B: BUDGET DETAIL (SUGGESTED FORMAT)

Instructions: Using the estimated amounts listed on your SF 424A Budget Information form, use this worksheet to provide details of those estimated costs. In the Narrative Boxes, explain the purpose of each cost and provide sufficient detail so costs may be analyzed for reasonableness.

Agreement or Funding Opportunity No.: _____ Date: _____
 Organization Name: _____
 Project Title: _____

A) PERSONNEL COSTS (SF-424A Object Class Category 6a.)					
Estimated costs of salaries/wages, <u>not</u> including fringe benefits, paid to Recipient employees working directly on this agreement. Indicate Key Personnel with an asterisk (*), provide more detail in the Narrative Box if needed.					
Name & Title or Position Title	Salary or Wage	Months or Hours	Matching Funds (if applicable)	BLM Funds	Personnel Justification
<i>Example: James Smith, Executive Director</i>	<i>\$20,000.00/Mo.</i>	<i>3 Mos.</i>	<i>\$15,000.00</i>	<i>\$45,000.00</i>	
A) TOTAL PERSONNEL COSTS: (SF 424A Object Class Category 6a. Personnel)			\$	\$	
<u>Budget justification of costs:</u>					

B) FRINGE BENEFIT COSTS (SF-424A Object Class Category 6b.)

Estimated costs of fringe benefits (e.g. health insurance, vacation, FICA, etc.) paid to Recipient employees working on this agreement. List employees/positions below, and their fringe benefit rates as a percentage (%) of their salaries. List what are considered fringe benefits in the Narrative Box.

Name & Title/Position	Salary/Wage Base (BLM Amounts budgeted in Section A above)	Fringe Benefit Rate (%)	Matching Funds (if applicable)	BLM Funds
<i>Example: James Smith, Executive Director</i>	\$20,000.00	30%	\$0.00	\$6,000.00

B) TOTAL FRINGE BENEFIT COSTS:

(SF 424A Object Class Category 6b. Fringe Benefits)

\$

\$

Budget Justification of Costs:

C) TRAVEL COSTS (SF-424A Object Class Category 6c.)

SUB TOTAL, LODGING & PER DIEM The cost of lodging & meals while traveling for agreement activities. Give details and purpose of the travel in the Narrative Box. Current Federal rates may be found online at: <http://www.gsa.gov/portal/category/21287>.

Proposed Travel (Lodging & Per Diem)		No. of People	No. of Days	Cost Per Person Per Day	Matching Funds (if applicable)	BLM Funds
To:						
From:						
To:						
From:					\$100.00	\$200.00
To:						
From:						
To:	Example: Portland, OR	1	2	\$150.00/ Day		
From:	Eugene, OR					

SUB TOTAL, MILEAGE REIMBURSEMENT The cost of reimbursement for estimated mileage traveled in recipient vehicles for agreement activities. Give details and the purpose of the travel in the Narrative Box. Current Federal mileage reimbursement rates may be found online at: www.GSA.gov. **NOTE:** Mileage reimbursement rates include all vehicle costs, i.e. fuel, insurance, maintenance, etc.

Proposed Travel (Mileage Reimbursement)		No. of Miles	No. of Trips	Cost Per Mile	Matching Funds (if applicable)	BLM Funds
To:						
From:						
To:						
From:						
To:						
From:						
To:	Example: Portland, OR	110 Miles	2	\$0.10/ Mile	\$0.00	\$22.00
From:	Eugene, OR					

SUB TOTAL, OTHER TRAVEL COSTS The costs of airfare, bus fare, car rental, etc., required for agreement activities. Explain the details and the purpose of the costs in the Narrative Box.

Proposed Other (Travel Reimbursement)		Type	Cost	No.	Matching Funds (if applicable)	BLM Funds
To:						
From:						
To:						
From:						
To:						
From:						

C) TOTAL TRAVEL COSTS:

(SF 424A Object Class Category 6c. Travel)

\$

\$

Budget justification of costs:

D) EQUIPMENT COSTS (SF-424A Object Class Category 6d. Equipment)

The cost of equipment purchased for use on this agreement. Equipment is defined as items with a useful life of more than one (1) year and a cost of \$5,000+ per unit. If your organization has a written policy for purchasing equipment, please submit a copy with your application. Explain the need and purpose of the equipment in the Narrative Box below.

Equipment	Quantity	Cost per Unit	Matching Funds (if applicable)	BLM Funds
<i>Example: John Deere Compact Tractor</i>	<i>1</i>	<i>\$17,500.00</i>	<i>\$7,500.00</i>	<i>\$10,000.00</i>
D) TOTAL EQUIPMENT COSTS: (SF 424A Object Class Category 6d. Equipment)			\$	\$

Budget justification of costs:

E) SUPPLY COSTS (SF-424A Object Class Category 6e. Supplies)

Estimated costs of materials and supplies used directly on this agreement, e.g. safety glasses, work gloves, office supplies, etc. If your organization has a written policy for purchasing supplies, please submit a copy with your application. Explain the purpose of the costs in the Narrative Box below.

Item	Quantity	Cost per Unit	Matching Funds (if applicable)	BLM Funds
<i>Example: Work Gloves, Leather</i>	<i>6</i>	<i>\$10.00/Pair</i>	<i>\$50.00</i>	<i>\$10.00</i>
E) SUPPLY COST TOTAL: (SF 424A Object Class Category 6e. Supplies)			\$	\$

Budget justification of costs:

F) CONTRACTUAL COSTS (SF-424A Object Class Category 6f. Contractual)

Estimated costs of contracted/sub contracted services and sub grant/recipient awards. If your organization has a written contracting policy, please submit a copy with your application. Provide contractor names, if available, and explain the details and purposes of the costs in the Narrative Box below. **NOTE:** Calculation of your Indirect Costs may be affected by contracted and/or pass through expenses. See Section J) INDIRECT COSTS, for more information.

Contractor Name, Type, etc.	Cost	Matching Funds (if applicable)	BLM Funds
<i>Example: Ace Delivery Service (Yearly Contract)</i>	\$2,500.00	\$0.00	\$2,500.00

F) CONTRACTUAL COST TOTAL:

(SF 424A Object Class Category 6f. Contractual)

\$

\$

Budget justification of costs:**G) CONSTRUCTION COSTS** (SF-424A Object Class Category 6g. Construction)

The estimated costs of construction. "Construction" is the intent to construct, alter, or repair (including dredging, excavating, and painting) buildings, structures, or other real property FAR Part 2 Definitions. Explain the details and purpose of the costs in the Narrative Box below.

Contractor: Name/Type/Organization/Etc.	Cost	Matching Funds (if applicable)	BLM Funds
G) CONSTRUCTION COST TOTAL:		\$	\$
(SF 424A Object Class Category 6g. Construction)			

Budget justification of costs:

H) OTHER COSTS (SF-424A Object Class Category 6h. Other)

Estimated costs which don't fit any other Object Class Category, e.g. duplicating and printing costs, postage and freight, rental of equipment, etc. Explain the details and purpose of the costs in the Narrative Box below.

Item	Cost	Matching Funds (if applicable)	BLM Funds
<i>Example: Ace Equipment Rental (Post-Hole Digger, 4 Days)</i>	<i>\$25/Day</i>	<i>\$0.00</i>	<i>\$100.00</i>

H) OTHER COSTS TOTAL:

(SF 424A Object Class Category 6h. Other)

\$

\$

Budget justification of costs:

I) TOTAL DIRECT COSTS (SF-424A Object Class Category 6i. Sum of 6a.-6h.)

The total of all direct costs applicable to this project.

Total Direct Costs	Matching Funds (if applicable)	BLM Funds
I) TOTAL DIRECT COSTS: (SF 424A Object Class Category 6i. Total, Sum of 6a. 6h.)	\$	\$

J) INDIRECT COSTS (SF-424A Object Class Category 6j. Indirect Charges)

Indirect costs are expenses which cannot be readily identified and charged to a particular project or agreement, e.g. building rent, utilities, office supplies, etc. Such costs are charged to the project as a percentage of the Direct Costs (items A through H above) and this percentage is called the Indirect Cost Rate. If your organization has a Negotiated Indirect Cost Rate Agreement (NICRA) please submit a copy of the agreement with your application. If your organization has no NICRA, the BLM may allow a "de minimis" indirect cost rate of up to 10% of your Modified Total Direct Costs (MTDC), which are your Direct Costs excluding sub grant and sub contract costs in excess of \$25,000. See **2 CFR 200.68 Modified Total Direct Cost (MTDC)** and **2 CFR 200.414(f) Indirect (F&A) Costs** for more information.

If your organization is a Cooperative Ecosystems Studies Unit (CESU) partner, your indirect cost rate will be 17.5% of your NICRA determined indirect cost base.

Use the Narrative Box below to explain how you calculated your indirect cost base and resulting indirect costs.

Indirect Cost Rate to be used on this Grant (%):			
Indirect Cost Base for this Grant: \$			
Total Indirect Costs	Matching Funds (if applicable)	BLM Funds	
J) TOTAL INDIRECT COSTS: (SF 424A Object Class Category 6j. Indirect Charges)	\$	\$	
<u>Budget justification of costs:</u>			

K) TOTALS (SF-424A Object Class Category 6k. TOTALS)

The sum total of all Direct and Indirect Costs (Sum of 6i. & 6j.) applicable to this agreement.

Total Project Costs	Matching Funds (if applicable)	BLM Funds
K) TOTAL COSTS: (SF 424A Object Class Category 6k. TOTALS)	\$	\$

I certify that to the best of my knowledge the costs detailed above are correct and complete and for the purposes set forth in the associated application for Federal Assistance.

Name & Title of Person Completing Budget

Rev 4/2016

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Washington, DC 20240
<http://www.blm.gov>

XXX XX, 2016

In Reply Refer To:
6220 (410) P

EMS TRANSMISSION XX/XX/XXXX
Instruction Memorandum No. XXXX-XX
Expires: 9/30/2017

To: State Directors

From: Assistant Director, National Conservation Lands and Community Partnerships

Subject: Bureau of Land Management (BLM) Fiscal Year (FY) 2017 Bureau-wide National Conservation Lands Scientific Studies Support Program

Program Area: National Conservation Lands

Purpose: BLM FY 2017 Bureau-wide National Conservation Lands Scientific Studies Support Program Process for Project Approval

Policy/Action: The National Conservation Lands Scientific Studies Support Program (formerly known as the National Landscape Conservation System Research Support Program) financially supports scientific studies aimed at increasing the effectiveness of BLM's resource management decisions. The program seeks to engage the external scientific community in conducting management-focused, scientific research on the National Conservation Lands.

The FY 2017 process for funding studies will adopt a competitive financial assistance process that involves posting a Bureau-wide Notice of Funding Opportunity Announcement (FOA) on the www.grants.gov website to allow for new and old projects to be evaluated. This change will streamline the process for submitting proposals and ensure funding can be allocated as it becomes available. All recipient packages will be submitted through www.grants.gov in accordance with procedures stated in the [FOA No. L17AS00001](#), BLM FY2017 Bureau-wide National Conservation Lands Scientific Studies Support Program.

The new process will be as follows:

1. BLM will be accepting complete Standard Form 424 - Applications for Federal Assistance packages on the www.grant.gov website from November 16, 2016 through January 27, 2017.
2. Designated State National Conservation Lands contacts will continue to encourage partners to submit proposals that meet the most urgent science needs of the National Conservation Lands they manage. Partners must coordinate each proposed project with the State's designated official prior to submitting their application in Grants.gov and must follow the terms and conditions stated in the FOA.
3. Once the FOA closes in Grants.gov, the designated BLM Lead Grants Management Specialist will be responsible for managing all applications submitted and for conducting the "First Level Screening - Basic Eligibility" as stated in the FOA. The Lead Grants Management Specialist (GMS) will then provide State GMS and designated National Conservation Lands contact with a copy of their state's application packages for their review and ranking.
4. State National Conservation Lands contacts will be responsible for designating a State Evaluation Committee with appropriate expertise and professional qualifications for the "Second Level Merit Review Evaluation." The Committee will review, rate, rank, and recommend applications for award using the evaluation criteria in the FOA. State National Conservation Lands contacts should coordinate with Field Staff of the impacted units and the appropriate Field or District Managers on project prioritization. Once individual applicants are ranked, they will receive an overall consensus rating and State priority approved by the State Director. All applications and State Applicant Proposal Scoring Abstracts will be returned to the designated Lead GMS within 14 days.
5. Washington Office National Conservation Lands (WO-410) will facilitate a WO interdisciplinary review and ranking of the proposals. WO-410 will also consider the availability of funding, State Office rankings, the Washington Office reviews, and other national priorities when making funding decisions.
6. The designated BLM GMS will conduct the final "Fourth Level Review -Pre-award Clearance and Approval. The GMS will complete a business evaluation and determination of responsibility that includes, but is not limited to: 1) Federal Awardee Performance and Integrity Information System (FAPIIS); 2) Financial stability; 3); History of performance managing Federal awards, timeliness of compliance with reporting requirements, conformance to the terms and conditions of previous Federal awards, etc.; and 4) Reports and findings from audits performed. The designated BLM

GMS will contact the National Conservation Lands national and state contact as soon as possible about any compliance issues or significant findings for particular projects.

7. After the WO review and ranking, the Deputy Assistant Director for WO-400 (National Conservation Lands and Community Partnerships) will announce funding decisions via an email (with an attached report) to the Field Committee. Informal announcements will be sent to GMS and State National Conservation Lands Contacts.
8. Funded projects will require a certified Program Officer to coordinate with the appropriate State GMS to submit a purchase requisition and prepare final cooperative agreement for award. Recipients cannot start work until the funding is obligated and cooperative agreement is signed by a BLM Grants Management Specialist.

Time frame: Proposals should be submitted on grants.gov by 11:59 PM Eastern Standard Time on the day of the announcement closing.

Budget Impact: The budget impact associated with the development of proposals to respond to this request is in the form of BLM labor expenses. Funds to support the research projects will be allocated from the WO-410 FY2017 operations budget (contingent upon available funds). The changes to this program will improve accountability, funding tracking, and decrease money spent on multiple Grants.gov FOA postings at the state level.

Background: The National Landscape Conservation System (also known as the National Conservation Lands) was legislatively established by the Omnibus Public Land Management Act of 2009 [Public Law 111-11] in order to conserve, protect, and restore nationally significant landscapes that have outstanding cultural, ecological, and scientific values for the benefit of current and future generations. The National Conservation Lands include BLM's National Monuments, National Conservation Areas, Forest Reserves, legislated Outstanding Natural Areas, Cooperative Management and Protection Areas, Wilderness and Wilderness Study Areas, Wild and Scenic Rivers, and National Scenic and Historic Trails.

BLM policy states that "the BLM will use the best available science in managing NLCS units" and that "science and the scientific process will inform and guide management decisions concerning NLCS units" [BLM Manual §6100(1.6)(A)(9) and (1.6)(F)(1)]. Providing a scientific foundation for decision-making is also a goal identified in the National Conservation Lands 15-Year Strategy [Goal 1C].

The updated process outlined in this IM is consistent with the required competitive financial assistance process outlined in the 2 CFR, Part 200.203- Notice of Funding Opportunity, 2 CFR, Part 200.204 - Federal awarding agency review of merit of proposals, and 2 CFR, Part 200.205 - Federal awarding agency review of risk posed by applicants prior to selecting projects for

funding. This new process also will meet the requirements in the 2 CFR, Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. It eliminates each State posting a separate FOA in Grants.gov, after WO-410 approves projects, eliminates the recipient submitting their proposals twice to BLM, allows BLM to award to new recipients, and makes it possible to obligate funding later in the fiscal year if additional funding becomes available.

Manual/Handbook Sections Affected: None.

Coordination: This IM has been coordinated with WO-200, WO-300, WO-400, WO-600, and WO-855.

Contact: Please direct questions regarding this IM to Rachel Wootton, National Conservation Lands WO Contact and Maria Gochis, Bureau Grant Policy Manager.