

Notice of Funding Availability and Application Instructions  
U.S. Fish and Wildlife Service  
Great Basin Landscape Conservation Cooperative. Reno, Nevada.  
CFDA Numbers: 15.669 Landscape Conservation Cooperatives & 15.670 Adaptive Science

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**Overview**

**Federal Agency Name:** U.S. Fish and Wildlife Service (USFWS) in support of the Great Basin Landscape Conservation Cooperative (GBLCC).

**Funding Opportunity Title:** GBLCC FY14 Funding Announcement

**Funding Opportunity Number:** F14AS00242

**Catalog of Federal Domestic Assistance (CFDA) Numbers:** USFWS, 15.669 -Cooperative Landscape Conservation and 15.670 Adaptive Science

**Dates:** The deadline for proposal submission is **July 29, 2014 by 1pm PST**

**Award Information:** Approximately \$600,000 in funding is available from the Great Basin Landscape Conservation Cooperative (GBLCC). Up to \$450,000 is available for one to ten Science Projects; each Science Project award may range from \$50,000 to a maximum of \$100,000. Up to \$150,000 is available for one to six Traditional Ecological Knowledge (TEK) Projects; each TEK award may range from \$20,000 to a maximum of \$50,000. As a partnership collaborative, the GBLCC encourages applicants to seek matching funds from other sources to support proposals that leverage or augment funds made available through this Request for Proposals (RFP). Awards under this announcement are intended to support GBLCC mission and goals regarding how climate change and related stressors affect natural and cultural resources within the geographic range of the GBLCC.

**Eligible Activities:** See Section III for a description of eligible activities. Proposals will be reviewed using the criteria included in this guidance.

**Application:** Project proposals may only be submitted electronically via the Online Proposal

Management System, which can be accessed via the online proposal management system **using the format provided in Section IX, and the submission instructions in Section V**. The applicant will receive a confirmation email once the proposal has been submitted.

## **I. Description of Funding Opportunity**

The GBLCC is sponsored by the Bureau of Land Management (BLM), with staff provided by the BLM and the USFWS. The BLM has provided \$600,000 to the GBLCC for landscape-scale, climate-related science and information, and has authorized the USFWS to act as the funding administrator. Project proposals will be evaluated by a team of reviewers convened by the GBLCC Coordinator and Science Coordinator. All proposals will be treated confidentially and project leads will be contacted if joint discussions are considered.

In support of the GBLCC, and consistent with Secretarial Order 3289 and other LCC guidance, awards issued pursuant to this announcement will be expected to result in various products or outcomes. The GBLCC reserves the right to make no awards under this announcement. Funding amounts awarded for selected proposals are not explicit; final amounts awarded are at the discretion of the GBLCC Steering Committee.

The GBLCC is geographically well defined, bounded on the west by the Sierra Nevada range, on the north by the northern edge of southern plains of Idaho, on the east by the Wasatch Range of Utah, and on the south by the Mojave Desert in southern Utah and Nevada (<http://lccnetwork.org/Find>). The GBLCC mission is *to enhance understanding of the effects of changing climate and other natural and human impacts across the region, and promote the coordination of science-based actions to enable human and natural communities to respond and adapt to those conditions*. More details about the GBLCC can be found at <http://www.greatbasinlcc.org>

## **II. Award Information**

Approximately \$600,000 in funding is available from the great Basin Landscape Conservation Cooperative (GBLCC). Up to \$450,000 is available for one to ten Science Projects; each Science Project award may range from \$50,000 to a maximum of \$100,000. Up to \$150,000 is available for one to six Traditional Ecological Knowledge (TEK) Projects; each TEK award may range from \$20,000 to a maximum of \$50,000. As a partnership collaborative, the GBLCC encourages applicants to seek matching funds from other sources to support proposals that leverage or augment funds made available through this Request for Proposals (RFP). Awards under this announcement are intended to support GBLCC mission and goals regarding how climate change and related stressors affect natural and cultural resources within the geographic range of the GBLCC. **See Section III. Basic Eligibility Requirements for a list of eligible activities.**

**Anticipated Start and End Dates:** Projects selected for funding will begin after October 1, 2014. Projects should be completed within two years of their start dates unless the proposal specifically states otherwise and explains to why a longer period of time is necessary to complete the work.

**Partial Funding:** The GBLCC reserves the right to offer partial funding to submissions by funding discrete activities, portions, or phases of the proposed project. If the GBLCC decides to partially fund the proposed project, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposed project, or portion thereof, was evaluated and selected, and that maintains the integrity of the competition and the selection and evaluation process.

**Award Instrument:** Funding will be provided to successful applicants using grant, cooperative, or interagency agreement awards. Academic institutions belonging to a Cooperative Ecosystem Studies Unit (CESU) are required to submit proposals through the appropriate CESU agreement. If a cooperative agreement is awarded, substantial involvement will occur with GBLCC staff. The involvement will be determined at the time of the award.

**Acknowledgement:** The GBLCC must be appropriately acknowledged in all products and deliverables as well as websites, presentations, posters, publications and tools where the project or the products are described or made available. The GBLCC logo will be available as needed for acknowledgements.

**Data/Results Delivery and Standards:** During the proposal process, principle investigators will be required to partially fill out a [Data Management Plan form](#), which requires investigators to generally anticipate data products and their potential restrictions of use. All projects funded in FY14 must follow the requirements outlined in the document *Great Basin Landscape Conservation Cooperative Data Product Standards*, [available here](#). This document describes the data management plan (DMP) project investigators will be required to develop after notice of proposal acceptance, but prior to receiving funds. The DMP may be further developed from the [Data Management Plan Form](#) filled out during the proposal process or it may be in a different format, customized to fit the project's needs. The DMP defines the standard final product data and information delivery for the GBLCC. The standards are designed to ensure and facilitate full and open access to scientific data and data products funded by the GBLCC.

**Sensitivity of Tribal Knowledge:** The GBLCC recognizes that knowledge and data held by indigenous people may be sensitive and that tribes may not wish to publicly share information from studies that use a Traditional Ecological Knowledge approach. We respect the need for sensitivity and heightened awareness when working with tribal partners. Therefore, we will work with tribes at the beginning of projects to identify issues and find a path forward that meets tribal needs as well as providing reasonable access to non-sensitive data and products. Proposed work must include methods to protect sensitive TEK. This should include an opportunity for Tribes to identify any information or materials they consider sensitive or protected, and to classify and describe the TEK/Climate Change tribal issues that are permissible to share, as well as conditions or limitations for sharing this information.

**Confidentiality:** Applicants may claim all or a portion of their project submission as confidential business information. Applicants must clearly mark submissions or portions thereof which they claim as confidential. If no claim of confidentiality is made, USFWS R8 is not responsible to maintain confidentiality. Note that data produced under a Federal award is subject to the Freedom of Information Act.

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

#### **Eligible Applicants:**

**1. Science Projects:** Federal, State, Tribal, and other public or nonprofit private agencies, institutions, and organizations are eligible; "for-profit" organizations and individuals are not eligible, although

consultants may be subcontracted for specialized work.

**2. TEK Projects:** Federal, State, Tribal, and other public or nonprofit private agencies, institutions, and organizations are eligible; "for-profit" organizations and individuals are not eligible, although consultants may be subcontracted for specialized work. Nontribal applicants must show substantive involvement from Tribal entities. Substantial involvement includes subcontracting to Tribal entities or cost sharing by Tribal entities and statements of support from partnering Tribes.

**Eligible Activities:** All projects must (1) clearly identify a management application or utility serving the mission of the GBLCC, (2) be applicable to some or all of the geographic range of the GBLCC, and (3) must address the following eligible actions within each category (Science Projects or TEK Projects).

All Science Projects and TEK Project proposals must address one or more of the following GBLCC Goals and Objectives:

**GBLCC Goal 1:** *Provide leadership and a framework linking science and management to address shared ecological, climate, and social and economic issues across the basin.*

**Objective:** Develop landscape-level information that can be used to focus conservation programs on the priority elements of the landscape most sensitive to change.

**Objective:** Evaluate and synthesize existing technical information, and identify and support the generation of information needed to fill gaps.

**Objective:** Support the development of scientific information, tools and technical products to inform and augment conservation decisions and actions by natural resource managers.

**Objective:** Coordinate application of geospatial and other information management technologies as necessary to plan, monitor, and evaluate activities and outcomes at various eco-regional scales.

**GBLCC Goal 2:** *Focus science and management actions to sustain natural resources in the context of changing environmental conditions.*

**Objective:** Identify and facilitate the development, integration, and application of social and natural scientific information needed to inform water, land, fish, wildlife, and cultural heritage management decisions.

**Objective:** Monitor landscape scale indicators, test scientific assumptions, and evaluate effectiveness of conservation actions to inform adaptive management

## **1. Science Projects:**

- A.** Projects which (1) pertain to invasive species, fire, sagebrush habitats and sagebrush-dependent species, (2) provide management-relevant tools and information for strategic decision-making in the face of changing climate, and (3) address one or more of the six objectives listed above.
- B.** Projects which address the following for the Greater sage-grouse within or immediately adjacent to the GBLCC geography:
  - 1. Projects forecasting the needs for movement and connectivity across the landscape given climate shifts (including identifying barriers which separate habitats and accounting for sub-populations and seasonal movements)
  - 2. Projects addressing the effects of grazing by livestock, wild horses and burros on post-fire rehabilitation and Greater sage-grouse habitat, under various grazing systems (season of use, distribution, intensity of use, kind of use, etc.).

3. Projects that identify viable methods for increasing ecosystem resilience (recovery of perennial grasses and forbs following disturbance) in lower elevation sagebrush (Wyoming big sagebrush) ecosystems in the face of a changing climate.
4. Creation of high resolution vegetation and soil data and maps and associated ecological conditions (with field validation) that build on existing efforts and that can be used to assist managers with a) prioritizing sagebrush conservation and restoration opportunities at landscape-scales, and b) planning and implementing effective management practices (e.g., livestock and recreation use, energy exploration and development), pre and post-fire planning, fuels treatments, and restoration activities at the local or project scale.
5. Projects which provide an understanding of the interactive effects of climate, fire, and grazing on community composition and ecosystem functions (particularly perennial grasses, forbs and shrubs) and provide information for near and long-term fuels and habitat management.

## **2. TEK Projects:**

Projects must (1) clearly identify a management utility or application, (2) be applicable to some portion of the geographic range of the GBLCC, and (3) address one of the following eligible activities: Support assessment of climate-related impacts and adaptation planning for cultural or subsistence resources that are traditionally gathered or hunted or for places of historic cultural value. Projects objectives may include any of the following:

- A. Assess the vulnerability of cultural or subsistence resources that are traditionally gathered or hunted and test or explore potential adaptation actions.
- B. Explore mechanisms to increase resilience and determine which practices maintain the viability of populations of plant or animal species in place over time.
- C. Investigate adaptation options, and mechanisms for their implementation.

In all TEK projects, expected products include a description of the process used to assess the vulnerability of these resources or to select adaptation options. Likewise, a general summary of recommendations related to full implementation of adaptation actions will be required. The intent of these products will be to provide a suite of adaptation options that can be used more widely across the GBLCC geography, while also recognizing the sensitive nature of some types of TEK. Please see **Section II above, Sensitivity of Tribal Knowledge.**

**Ineligible Activities:** Under this announcement, "construction grant" projects; land acquisition; or projects whose principal purpose is general operating support will not be funded.

**Match or Cost Sharing:** A match or cost sharing is not required; however, cost-leveraging is one of the criteria in Section VI which will be considered by reviewers during evaluations.

**Registrations:** 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). 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.

**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.

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

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

#### **IV. Application Requirements**

**Applications:** Project proposals may only be submitted electronically via the [Online Proposal Management System](#) using the format provided in **Section IX**. The applicant will receive a confirmation email once the proposal has been submitted.

**Proposal Format:** Please deliver your proposals in MS WORD or Portable Document Format (PDF) using the proposal format included in **Section IX**. Your proposal should be no more than five pages long and use a minimum size 11 font size with 1 inch margins on all sides. The five page limit does not include: general public summary, budget, literature cited, figures and tables, letters of support, investigator(s) resume(s), and the disclaimer regarding data sharing.

**Requirements for Non-federal Applicants:**

**A. Application for Federal Assistance (SF-424)** – Include the completed SF-424 Application for Federal Assistance, available online at <http://apply07.grants.gov/apply/FormLinks?family=15>.

**B. Budget Information for Non-Construction Programs (SF-424A)** -Use SF-424A for your budget, available online at <http://apply07.grants.gov/apply/FormLinks?family=15>. When developing your budget, keep in mind the following:

- Cost Principles: Financial assistance awards and subawards are subject to the cost principles in the following Federal regulations, as applicable to the recipient organization type:
- 2 CFR Part 220, Cost Principles for Educational Institutions
- 2 CFR Part 225, Cost Principles for States and Local Governments

- 2 CFR Part 230, Cost Principles for Non-Profit Organizations
- 45 CFR Part 74, Appendix E, Principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals
- 48 CFR 1, Subpart 31.2, Contracts with Commercial Organizations These documents are available on the Internet at <http://www.ecfr.gov/>.

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

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

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

Indirect Costs and Required Indirect Cost Statement: Academic institutions belonging to a Cooperative Ecosystem Studies Unit (CESU) are required to submit proposals through their appropriate CESU agreement. All applicants must include in their budget justification narrative ONE of the following four statements, as applicable and attach any required documentation as detailed below:

1. Our organization does not have an indirect cost rate and will charge all costs directly.
2. Our indirect cost rate is [insert rate]%. We have a current Negotiated Indirect Cost Rate Agreement (NICRA). A copy of our NICRA is attached.
3. Our indirect cost rate is [insert rate]%. We have [insert one of these statements, as applicable: “established a Negotiated Indirect Cost Rate Agreement (NICRA) in the past, but it has expired. A copy of our latest NICRA is attached” or “never established a Negotiated Indirect Cost Rate Agreement (NICRA)”]. In the event an award is made we will submit an indirect cost rate proposal to our cognizant agency immediately and no later than 90 calendar days after the date the award is

made.

We understand that:

Although the GBLCC may approve a budget that includes an estimate of indirect costs based on our stated rate, that approval will be contingent on our establishing a NICRA.

Recipients without a NICRA are prohibited from charging indirect costs to a Federal award.

Failure to establish a NICRA during the award period will make all costs otherwise allocable as indirect costs under the award unallowable.

We will not be authorized to transfer any unallowable indirect costs to the amount budgeted for direct costs or to satisfy cost-sharing or matching requirements without the prior written approval of the GBLCC.

We may not shift unallowable indirect costs to another Federal award unless specifically authorized by legislation.

4. We have never established a Negotiated Indirect Cost Rate Agreement (NICRA) and in the event an award is made we agree as a condition of award to charge a flat indirect cost rate of 10% of modified total direct costs (MTDC) for the life of the award, including any future extensions of time, regardless of any NICRA we may establish during the award period. We understand that MTDC is defined as all salaries and wages, fringe benefits, materials and supplies, services, travel, and subgrants and subcontracts up to the first \$25,000 of each subgrant or subcontract (regardless of the period covered by the subgrant or subcontract). We understand that equipment, capital expenditures, charges for patient care, participant support costs (includes registration fees, travel allowances, manuals and supplies, tuition, and stipends), rental costs, tuition, and the portion of subcontracts and subgrants in excess of \$25,000 are excluded from MTDC.

Negotiating an Indirect Cost Rate with the Department of the Interior: For organizations without a NICRA, you must have an open, active Federal award to submit an indirect cost rate proposal to your cognizant agency. The Federal awarding agency that provides the predominant amount of direct funding to your organization is your cognizant agency (unless otherwise assigned by the White House Office of Management and Budget). 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 directly at:

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

**F. Statements Regarding A-133 Single Audit Reporting:** Following OMB Circular A-133 ([http://www.whitehouse.gov/sites/default/files/omb/assets/a133/a133\\_revised\\_2007.pdf](http://www.whitehouse.gov/sites/default/files/omb/assets/a133/a133_revised_2007.pdf)), all U.S. states, local governments, federally-recognized Indian tribal governments, and non-profit organizations expending \$500,000 USD or more in Federal award funds in a year must submit an A-133 Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System. 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 an A-133 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/>). Include these statements at the end of the Project Narrative in a section titled "A-133 Single Audit Reporting Statements".

### **Application Checklist**

- A complete, signed and dated SF 424, Application for Federal Assistance (SF 424, SF 424-Mandatory, or SF 424-Individual) form
- If a non-profit organization, documentary evidence of Section 501(c)(3) or (4) non-profit status
- Project General Public Summary
- Project Narrative (See **Section IX**)
- Budget (specify project length in months; include cost-share, match, in-kind; provide a timeline with key deliverables)
- Curricula vitae for key personnel
- If a U.S. state, local government, federally-recognized Indian tribal government, or non-profit organization, statements regarding applicability of and compliance with OMB Circular A-133 Single Audit Reporting requirements
- A complete SF 424A or SF 424C Budget Information form
- If Federally-funded equipment will be used for the project, a list of that equipment
- When applicable, a copy of the organization's current Negotiated Indirect Cost Rate Agreement
- Signed and dated SF-424B or SF-424D Assurances form
- If applicable, completed SF-LLL Disclosure of Lobbying Activities form

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

### **V. Submission Instructions**

The GBLCC will hold two informational webinars for prospective applicants before proposals are due. Both webinars will cover the application, submission, and the review/selection processes. **Applicants with questions regarding specific proposal topic areas, methods or approaches should contact the GBLCC Science Coordinator directly** [Todd Hopkins, Email: [Todd\\_hopkins@fws.gov](mailto:Todd_hopkins@fws.gov), Tel: (775) 861-6492]. You must pre-register for these webinars

#### **Webinar #1 for Science Projects**

Friday, July 11, 2014

9:00 am-10:00 am (Pacific Time).

Here is the link to register for the webinar:

<https://www4.gotomeeting.com/register/457903407>

Attendees will be provided with teleconference information once registered.

#### **Webinar #2 for TEK Projects**

Friday, July 11, 2014

11:00 am-12:00 pm (Pacific Time).

Here is the link to register for the webinar:

<https://www4.gotomeeting.com/register/147711487>

Attendees will be provided with teleconference information once registered.

**Submission:** Electronic submissions are preferable. **Please submit your proposals via the [Online Proposal Management System](#).** If you do not have the capability to submit electronically, please contact Dr. Todd Hopkins at Tel: (775) 861-6492, email: [todd\\_hopkins@fws.gov](mailto:todd_hopkins@fws.gov).

**Deadline: Proposals are due by July 29, 2014 by 1pm PST via** submitted via the [Online Proposal Management System](#). Failure to follow these guidelines will result in a proposal being removed from consideration. The applicant will receive a confirmation email once the proposal has been submitted.

## VI. Application Review

### Evaluation Criteria:

**Proposals will be ranked based on the following five criteria:**

- 1) **Scientific merit and quality of proposed research:** Proposal objectives should be robust and clearly delineated. The proposal should demonstrate sound scientific methodology, study design and data management, and indicate how results have a broad geographic application or scientific inference. More narrowly focused proposals should describe how they can be scaled up or transferred to other areas within the GBLCC.
- 2) **Management significance:** Proposals should include a clear articulation of the cultural or resource management topic and decisions/management actions that are being considered which address important land, water, fish and wildlife, or cultural heritage resources or regional Tribal interests. Projects should be applicable to immediate, real-world planning and decision making needs as identified by resource management agencies in the relevant region. The proposal should demonstrate how the research to be conducted and scientific outcomes will bring value-added to resource questions and management decisions. Proposal should clearly describe the proposed work, including goals, methods, and the expected products and outcomes of the project. Proposals will be evaluated by how clearly and directly they address management significance and their ability to directly inform management decisions regarding natural and cultural resources within the GBLCC.
- 3) **Coordination and engagement with natural and cultural resource managers and other decision-makers:** Preference will be given to investigators with either a strong history of partner engagement, or those demonstrating significant capacity for developing and maintaining these relationships. Intended users of the scientific output of the project (i.e., resource managers, decision makers) should be adequately engaged in the planning and administration of the proposed project. Proposals should include expressed strategies to inform and engage relevant members of the potentially affected communities and stakeholders in order to learn from their experience and on-the-ground observations and build understanding of climate change as it

relates to resource conservation and use. Where possible, the project should be coordinated or leveraged with other resources (including leveraging additional resources and complementing/integrating with existing work of the study team members). The proposal should identify collaborative partnerships (Federal, State, Tribal, or other) that will participate in the project; include any outreach components to disseminate research findings and information; and include information on how scientific findings can be used to implement new management strategies or decision frameworks. Letters of support from partners documenting the management relevance/need and applicability of the proposed work are encouraged.

- 4) **Study team qualifications:** The proposing team should have appropriate interest, high-level training, and qualifications for research. The proposal should demonstrate, where appropriate, a commitment for end-to-end participation from an interdisciplinary, inclusive team (including resource managers, decision makers, and scientists from the necessary scientific and analytic disciplines). We will evaluate applied and relevant past work, breadth of skill/knowledge to successfully perform the proposed research, and the integration, leadership, governance, and organizational approach of the investigator / study team. Collaborative projects (multi-PI) should include clear delineation of project responsibility across the team. Where possible, the proposed team should demonstrate evidence of successfully completing similar work in the past.
  
- 5) **Budget and work plan:** We will evaluate the project budget and work plan in relation to the proposed level of work, expected benefits, complexity and/or scope of effort, and practicality and achievability of the proposed project. Work plans should present a detailed schedule of milestones, workshops, or meetings needed to engage key stakeholders and integrate climate science into a decision framework, and specific plans for communicating the process and outcomes to decision makers and stakeholders (e.g. outreach). Projects should build upon or complement existing work and capacity and/or coordinate funding with collaborating partners and leverage additional resources to carry out the proposed project. Consideration will be given to proposals leveraging other funding sources, providing matching funds, cost-sharing and providing in-kind support.

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

Project proposals will be evaluated through the following review processes:

- 1) Submissions will be screened by the GBLCC Science Coordinator and Coordinator for eligibility and conformance to the announcement provisions.
  
- 2) Individuals from the GBLCC Science/TEK Subcommittee, or their representatives, will independently evaluate proposals against the evaluation criteria. Reviewers will abstain from participating in any review where a real or perceived conflict of interest exists. Following proposal evaluations, reviewers will convene and prepare a list of projects recommended for funding. The compiled list of recommendations will be provided to the GBLCC Steering Committee for approval.
  
- 3) The final funding recommendations may take account of other factors in addition to the evaluation

criteria. These factors may include, for example, selecting technically sound projects across both a geographic and institutional level to achieve a reasonable balance of funding by cost, applicant type, and/or the project location or impact to the mission of the GBLCC.

### **Schedule**

Webinars for public questions regarding submission processes. You must pre-register for these webinars

#### **Webinar #1 for Science Projects**

Friday, July 11, 2014

9:00 am-10:00 am (Pacific Time).

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11:00 am-12:00 pm (Pacific Time).

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Attendees will be provided with teleconference information once registered.

Deadline for Submissions **July 29, 2014 by 1pm PST**

Reviews: August-September

Applicants Notified: October 1, 2014

Final Awards in place November - December 2014

## **VII. Award Administration**

**Award Notices:** Following review of proposals, applicants may be requested to revise the project scope and/or budget before a final award can be made. Successful applicants will receive written notice in the form of a Notice of Award document. Notice of Award documents are typically sent to recipients by e-mail. If e-mail notification is unsuccessful, the documents will be sent by courier mail (e.g. FedEx, DHL, UPS). Award recipients are not required to sign/return the Notice of Award document. The recipient will receive a signed award via mail after the award has been approved by the USFWS. Acceptance of an award is defined as starting work or drawing down funds. 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.

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

**Domestic Recipient Payments:** Prior to an award being issued to you/your organization, the USFWS program office will contact you/your organization to enroll in the U.S. Treasury's Automated Standard Application for Payments (ASAP) system.

**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 IV above).

**Standard Award Terms and Conditions:**

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

<http://www.doi.gov/pam/TermsandConditions.html>. Acceptance is defined as starting work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by DOI and are subject to the terms and conditions incorporated either directly or by reference in the following:

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

**Recipient Financial and Performance Reporting Requirements:** Interim financial reports and performance reports may be required. Interim reports will be required no more frequently than quarterly, and no less frequently than annually. A final financial report, final performance report, and all data deliverables as outlined in the data management plan will be required and are due within 90 calendar days of the end date of the award.

Performance reports must contain:

1. Executive Summary
2. A comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work
3. A description of reasons why established goals were not met, if appropriate;
4. Project objectives
5. A description of management objectives addressed
6. Methods or Application
7. List of datasets and deliverables produced with examples of their associated metadata and list of data and deliverables expected to be produced

8. A description of project outcomes and products produced
9. A description of communication methods used for sharing the project products
10. Recommendations for use, application or next steps

The GBLCC will specify the performance reporting frequency applicable to the award in the Notice of Award document.

## VIII. Point of Contact

Todd Hopkins, GBLCC Science Coordinator, Email: todd\_hopkins@fws.gov, Tel: (775) 861-6492

## IX. PROJECT PROPOSAL FORMAT

Proposal narratives are not to exceed five pages in length, using a font size no smaller than size 11, with 1 inch margins on all sides, and must be in the format provided below. Items below marked with an asterisk (\*) do not count toward the five page limit.

### **Project Title:**

**Project type: (select one) Science Project or TEK Project and Topic Area Addressed:** (e.g., Science Project: 1, B, 3, or TEK Project 1, B)

**General Public Summary\*:** (not to exceed 200 words; submitted on a separate page in the online proposal management system)

### **Lead Investigator, Organization, Title, Address, Telephone, Email**

**Additional Investigators:** (names and organizations only, place contact information for additional investigators within their curriculum vitae)

**Project Objective(s):** (Describe the project objective(s) in 55 words or less.)

**Management Objective(s):** (Describe the significance of the proposed work to the priorities of the GBLCC and its stakeholders.)

**Project Description:** (Describe the work to be done. Include a description of the need, methods, species impacted, geographic extent of the proposed work, and expected outcomes.)

**Project Products:** (Describe the anticipated project products (databases, reports, outreach tools, presentations, etc...))

**Communication & Engagement:** (Describe engagement of partners in the project development and dissemination of applicable results)

**Budget\*:** (project length in months; provide a timeline with key deliverables; include cost-share, match, in-kind if provided)

**Figures and Tables\***

**Literature Cited\***

**Curriculum Vitae\*:** *(Maximum 2 pages per investigator)*

**Letters of Support\*:** *(Optional, as needed)*

**Disclaimer regarding data sharing \*:** *(Briefly describe any known restrictions on sharing of the data expected to be generated by this project.)*