

**Notice of Funding Opportunity Number: F16AS00092**  
**Funding Opportunity Title: GBLCC FY16 Funding Announcement**  
Open 1/22/2016 thru 3/25/2016

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

**Catalog of Federal Domestic Assistance (CFDA) Numbers:**

- 15.669 - Cooperative Landscape Conservation LCCs
- 15.670 Adaptive Science.

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**Dates:** The deadline for pre-proposal submission is **March 25, 2016 by 1pm MST.**

- I. Description of Funding Opportunity:** A total estimated amount of \$850,000 is available from for up to 15 projects. As a partnership collaborative, the GBLCC strongly encourages applicants to seek matching funds from other sources that leverage and augment funds made available to support proposals through this Request For Proposals (RFP). The GBLCC intends that awards under this announcement will support its mission and goals regarding how climate change and other stressors affect natural and cultural resources within the geographic range of the GBLCC.
  
- II. Award Information:** Approximately \$850,000 in funding is available from the Great Basin Landscape Conservation Cooperative (GBLCC) for up to 15 projects. The GBLCC will be substantially involved in projects under this funding opportunity. For Activities 1-5, a maximum of \$100,000 may be awarded to individual projects (see section II below). Joint proposals, if invited by the GBLCC review team as described below, and proposals focusing solely on Activity #6 (see section II below) may be eligible for up to \$200,000.

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

**To submit an application electronically:**

Project leads must submit pre-proposals electronically to [RFP Manager](#) using the format provided in Section IX. See Section V for information on how to apply. Following pre-proposal review, the GBLCC will invite a subset of the project leads who submitted project pre-proposals to submit full proposals. The GBLCC will consider full proposal submissions **by invitation only**.

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. 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 discretion of the GBLCC.

**Anticipated Start and End Dates:** Projects selected for funding will begin in late summer 2016. Projects should be completed within 2 years\* of their start dates unless the proposal specifically states otherwise and explains why a longer period of time is necessary to complete the work. (\*Exception: proposals submitted for Activity #6, can be for up to 4 years of work. See Section II below).

**Partial Funding:** GBLCC reserves the right to offer partial funding to submissions by funding discrete activities, portions, or phases of the proposed project. If GBLCC decides to partially fund the proposed project, it will do so in a manner that does not prejudice any applicant 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/evaluation process.

**Award Instruments:** The GBLCC will provide funding 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 (using the reduced CESU indirect rate). If a cooperative agreement is awarded, substantial involvement will occur with GBLCC staff. Details regarding this involvement will be determined at the time of the award.

**Acknowledgement:** Those receiving GBLCC funding must appropriately acknowledge that support in all products, tools and deliverables as well as websites, publications and tools where the project/products is described and/or made available. The GBLCC logo is available as needed for acknowledgements.

**Data/Results Delivery and Standards:** During the Full Proposal submission process, principal investigators will be required to fill out a Data Management Plan (DMP) form, which requires investigators to generally anticipate data products and their potential restrictions of use. This requirement applies to full proposals only (not pre-proposals). Further instructions on the DMP

requirement will be provided at the point where a pre-proposal moves into full proposal status. Should a proposal be funded, that project will be subject to U.S. federal open data policy. The GBLCC meets these requirements by hosting scientific data and data products online through a data portal created within the U.S. Geological Survey ScienceBase data and information management platform. Upon project completion, investigators will be expected to provide to GBLCC both final data products and, if applicable, the raw data needed to create those final products. The data will reside online in ScienceBase and be made available through an exclusive project page within the GBLCC data portal. In certain cases, the ScienceBase requirement may be waived if your organization already has an online data portal that meets federal “open and accessible” requirements.

**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 develop a mutually agreed upon approach that meets tribal needs as well as providing reasonable access to non-sensitive data and products.

**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, GBLCC is not responsible to maintain confidentiality. Note that any data produced under a Federal award is subject to the Freedom of Information Act.

### III. Basic Eligibility Requirements

**Eligible Applicants:** 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. U.S. non-profit, non-governmental organizations must provide a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service.

**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) address one or more of the following GBLCC Goals:

**GBLCC Spatial Extent:** The GBLCC is 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/lcc/great-basin>). 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

previously funded projects and GBLCC science priorities can be found at our [website](#), and in our [Science and Traditional Knowledge Strategic Plan](#).

**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.*

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

### **Eligible Project Activities for FY16:**

#### **Information Synthesis**

The GBLCC has a role in locating, assembling and analyzing previously existing data in novel ways to inform conservation. It supports the synthesis of information from multiple scientific disciplines, promotes development of science-based tools, and underwrites efforts to summarize the current state of scientific knowledge to inform natural and cultural resource managers.

- 1. Development of a strategic multi-scale synthesis of resistance and resilience and a recommended approach for use in restoration and conservation of wet meadows and riparian areas of the Great Basin.** Specifically, we seek the creation of a decision support tool that is both strategic and spatially explicit, and which focuses on major change agents to riparian and wet meadows. The audience for this tool is public, private, and tribal natural resource managers. Collaboration with decision-makers during the project is required to understand how this information can be used and to deliver the information so it is relevant. We envision a multi-organization and multi-disciplinary effort, similar to the type utilized in the creation of the Resistance and Resilience effort for sagebrush systems (USFS General Technical Report # 326).
- 2. A synthesis of findings and recommendations from common garden experiments that can be used to develop and refine native seed and plant transfer guidelines for current and forecasted climates.** Restoring sagebrush steppe communities is one of the primary tenants of Secretarial Order #3336, and improving the information base for selecting seeds is one of the primary challenges to improving restoration outcomes. Seed selection is one of the most important and direct ways that land management can incorporate climate adaptation and create resilient and resistant landscapes, but seed transfer guidelines and their scientific basis are under-developed in the Great Basin. Various types and qualities of seed-transfer models and guidelines exist for several species in the Great Basin. Given limited resources for creating and evaluating, an assessment of current knowledge regarding common gardens and climate adaptation of Great Basin native plant species is needed, with the expectation that the synthesis can identify priority research needs and provide a framework for developing the underlying science and tools for seed transfer. Collaboration with decision-makers is required

to understand how this information can be used and delivered so the information is relevant. Projects should address the entire Great Basin.

- 3. A synthesis of published research and an analysis of existing data to identify key factors influencing the efficacy of post-fire treatments in promoting landscape resistance and resilience.** Post-fire treatments of vegetation and soil are among the most resource-intensive conservation investments made in the Great Basin. While assessments and information exist on initial planting or seeding success, few or no studies have evaluated how well treatments prepare sites to recover from subsequent fires such that they do not need to be retreated. Grasses, shrubs, forbs, bare soil, and/or crusts can be considered, different grazing regimes, and the focus of studies can be early or late successional states. Collaboration with decision-makers is required to understand how this information can be used and how scientists can deliver the information so it is relevant. Projects should address the entire Great Basin.

#### **Knowledge Discovery**

The GBLCC supports identifying and addressing gaps in data and understanding, conducting analysis to better understand ecosystem processes and interactions, developing new decision support tools, and developing and testing of new methods, tools and techniques for habitat conservation and restoration.

- 4. Examination of the effects of fragmentation from proposed fire and fuels management.** The recently approved Bureau of Land Management and U.S. Forest Service Land Use Plan Amendments will result in thousands of acres of treatments in support of greater sage-grouse conservation. We seek an understanding of the potential benefits and potential risks of these proposed treatments, such as fuel breaks, greenstrips, fuels reduction, etc. on the connectivity and fragmentation of the Great Basin landscape with respect to multiple non-target species such as large and small mammals, birds, and other species which these treatments may affect (positively or negatively).
- 5. What are the multi-scale (e.g. pasture to range-wide) effects of grazing regimes, both domestic and wild, on sage-grouse habitats and populations in the Great Basin?** Specifically we seek an assessment of grazing regime effects (grazing rotations, stocking rates, and seasonality) on sage-grouse habitat requirements and population size and trends, using a multi-scale approach.

#### **Conservation Planning**

The GBLCC conducts or support adaptation planning efforts to assist management decisions related to uncertainties of future change. It will also contribute to other ecoregion-based conservation planning and design efforts that address priority species and habitats. Planning also includes working with tribes, and local and state governments, to better understand conditions and apply best practices for climate change adaptation.

6. **Analyze non-target species effects associated with pinion and juniper treatments at a landscape level.** The recently approved Bureau of Land Management and U.S. Forest Service Land Use Plan Amendments call for thousands of acres of pinion and juniper removal in support of greater sage-grouse conservation. Few studies exist which focus on the effects of these treatments on other species, such as pinon jay, brewer's sparrow, pygmy rabbit, sage sparrow, sage lizard, etc. We seek a multi-year project incorporating monitoring of before and after treatment(s) which can help resource managers understand the non-target effects of conifer removal within the Great Basin. **Note: Proposals submitting for this activity can be for up to four (4) years of work with a budget of up to \$200,000.**

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

**Cost Sharing or Matching:** 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**

**Submission of Pre-Proposal Format:** Please deliver your pre-proposals in MS WORD or Portable Document Format (PDF) online at [RFP Manager](#) using the pre-proposal format included in **Section IX**. Your pre-proposal should be no more than 2 pages long and font size no less than 10 point, with not less than half inch margins. Pre-proposals that exceed the page limit or do not follow the project pre-proposal format (Section IX) may be disqualified for consideration.

**Note: the Full Proposal Checklist on page 11 does NOT apply to pre-proposals. Only a pre-proposal should be submitted first, no other forms are required until requested.**

**If a full proposal is invited**, it should no more than 5 pages long. This page limit excludes: budget, literature cited, and resume (s) for the principal investigator(s). The full proposal template will be provided to you if an invitation is made to submit a full proposal. The full proposal will include a statement of need; project goals, objectives, and activities; specific measurable outcomes and timelines; a detailed budget; and a project monitoring and evaluation plan.

**Requirements for Non-federal Applicants:** To be considered for funding under this funding opportunity, an application must contain:

**A.** A completed, signed and dated Application for Federal Assistance, Standard Form (SF) 424. (<http://apply07.grants.gov/apply/FormLinks?family=15>). Enter only the amount being requested under this program in the “Federal” funding box. Include any other Federal sources of funding in the total funding entered in the “Other” box.

**B. Budget Form**

Complete the Budget Information for Non-Construction Programs (SF 424C). Forms are available on the Internet at <http://apply07.grants.gov/apply/FormLinks?family=15>. When developing your budget, keep in mind that financial assistance awards and subawards are subject to the Federal cost principles in Title 2 of the Code of Federal Regulations Part 200, as applicable to the recipient organization type. Links to the full text of the Federal cost principles are available on the Internet at <http://www.ecfr.gov/>.

**C. Budget Justification**

In a separate narrative titled “**Budget Justification**,” explain and justify all requested budget items/costs. Detail how the SF 424C Budget Object Class Category totals were determined and demonstrate a clear connection between costs and the proposed project activities. For personnel salary costs, include the base-line salary figures and the estimates of time (as

percentages) to be directly charged to the project. Describe any item that under the applicable Federal cost principles requires the Service's approval and estimate its cost.

**D. Required Indirect Cost Statement:** All applicants except individuals applying for funds separate from a business or non-profit organization he/she may operate must include in the budget justification narrative one of the following statements and attach to their application any required documentation identified in the applicable statement:

"We are:

1. A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. A copy of our most recently approved rate agreement/certification is attached.
2. A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We are required to prepare and retain for audit an indirect cost rate proposal and related documentation to support those costs.
3. A [insert your organization type; U.S. states and local governments, please use one of the statements above or below] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. A copy of our most recently approved rate agreement is attached.
4. A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.
5. A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. However, in the event an award is made, we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimus* indirect cost rate of 10% of modified total direct costs as defined in [Title 2 of the Code of Federal Regulations Part 200, section 200.68](#). We understand that the 10% *de minimus* rate will apply for the life of the award, including any future extensions for time, and that the rate cannot be changed even if we do establish an approved rate with our cognizant agency at any point during the award period
6. A [insert your organization type] that is submitting this proposal for consideration under the [insert either "Cooperative Fish and Wildlife Research Unit Program" or "Cooperative Ecosystem Studies Unit Network"], which has a Department of the Interior-approved indirect cost rate cap of [insert program rate]. If we have an approved indirect cost rate with our cognizant agency, we understand that we must



apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement. If we do not have an approved indirect cost rate with our cognizant agency, we understand that the basis for direct costs will be the modified total direct cost base defined in 2 CFR 200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from the Service to use the MTDC base instead of the base identified in our approved indirect cost rate agreement, and that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award.

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

All applicants are hereby notified of the following:

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

Applicants who are individuals applying for funds separate from a business or non-profit organization he/she may operate are not eligible to charge indirect costs to their award. If you are an individual applying for funding, do not include any indirect costs in your proposed budget.

For more information on indirect cost rates, see the Service’s **Indirect Costs and Negotiated Indirect Cost Rate Agreements** guidance document on the Internet at <http://www.fws.gov/grants/>.

**Negotiating an Indirect Cost Rate with the Department of the Interior:** Entities that do not have a NICRA must first have an open, active Federal award before they can submit an

indirect cost rate proposal to their cognizant agency. The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your cognizant agency, your indirect cost rate will be negotiated by the Interior Business Center (IBC). For more information, contact the IBC at:

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

- E. Single Audit Reporting Statements:** As required in [Title 2 of the Code of Federal Regulations Part 200](#), Subpart F, all U.S. states, local governments, federally-recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in a fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System. All U.S. state, local government, federally-recognized Indian tribal government and non-profit applicants must provide a statement regarding if your organization was/was not required to submit a Single Audit report for the organization's most recently closed fiscal year and, if so, state if that report is available on the Federal Audit Clearinghouse Single Audit Database website (<http://harvester.census.gov/sac/>) and provide the EIN under which that report was submitted. Include these statements at the end of the Project Narrative in a section titled "Single Audit Reporting Statements".
- F. SF-424B 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 non-construction projects. Signing this form does not mean that all items on the form are applicable. The form contains language that states that some of the assurances may not be applicable to your organization and/or your project or program.
- G. Certification and Disclosure of Lobbying Activities:** Under Title 31 of the United States Code, Section 1352, an applicant or recipient must not use any federally appropriated funds (both annually appropriated and continuing appropriations) or matching funds under a grant or cooperative agreement award to pay any person for lobbying in connection with the award. Lobbying is defined as influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress connection with the award. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying. If you/your organization have/has made

or agrees to make any payment using non-appropriated funds for lobbying in connection with this project AND the project budget exceeds \$100,000, complete and submit the **SF LLL, Disclosure of Lobbying Activities** form. See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required. Submission of an application also represents the applicant's certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying.

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

#### **Application Checklist for Full Proposal When Requested**

- Evidence of non-profit status:** If a non-profit organization, a copy of their Section 501(c)(3) or (4) status determination letter received from the Internal Revenue Service.
- SF 424, Application for Federal Assistance:** A complete, signed and dated SF 424, SF 424-Mandatory, or SF 424-Individual form.
- Project summary**
- Project narrative**
- Timetable**
- Description of key personnel qualifications**
- Single Audit Reporting statement:** If a U.S. state, local government, federally-recognized Indian tribal government, or non-profit organization, statements regarding applicability of and compliance with Single Audit reporting requirements.
- SF 424 budget form:** A complete SF 424C Budget Information form.
- Budget justification**

- Federally-funded equipment list:** If Federally-funded equipment will be used for the project, a list of that equipment.
- NICRA:** When applicable, a copy of the organization’s current Negotiated Indirect Cost Rate Agreement.
- SF 424 Assurances form:** Signed and dated SF 424B or SF 424D Assurances form.
- SF LLL form:** If applicable, completed SF-LLL Disclosure of Lobbying Activities form.
- Conflict of Interest statement,** when applicable.
- GBLCC Data Management Plan Form**

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

**Intergovernmental Review:** Before submitting an application, U.S. state and local government applicants should visit the following website ([http://www.whitehouse.gov/omb/grants\\_spoc/](http://www.whitehouse.gov/omb/grants_spoc/)) to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental review of Federal Programs.” E.O. 12372 was issued to foster the intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The E.O. allows each state to designate an entity to perform this function. The official list of designated entities is posted on the website. Contact your state’s designated entity for more information on the process the state requires to be followed when applying for assistance. States that do not have a designated entity listed on the website have chosen not to participate in the review process.

## **V. Submission Instructions**

**Submission:** Electronic submissions are required. **Please submit pre-proposals via [RFP Manager](#).** If you do not have the capability to submit electronically, please contact Todd Hopkins, (todd\_hopkins@fws.gov), Tel: (775) 861-6492, or Richard Kearney (rkearney@blm.gov), at (775) 861-6556

**Deadline: Pre-proposals are due by March 25, 2016 by 1pm MST.** Late submissions will not be reviewed nor considered.

## **VI. Application Review**

### **Evaluation Criteria:**

***Project Pre-proposals will be ranked based on the following criteria:***

- a. Responsiveness in addressing the eligible activities listed in Section II above and descriptions of clear project products and outcomes.
- b. Engagement of stakeholders, decision-makers, and other partners in developing the project

and dissemination of applicable results.

- c. Management significance (relevance/applicability to management needs). Ability of the project results to directly inform management decisions regarding natural and cultural resources within the GBLCC.
- d. Likelihood of success, i.e., Adequacy of the proposed technical approach to meet the project's goals and objectives.

***Invited Full Proposals will be ranked based on the following 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) must 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:** Recommendations for invitation of full proposals for funding consideration will be based on an evaluation of pre-proposals against the Evaluation Criteria. The selection process will not penalize the applicant for submitting more than one pre-proposal. Recommendations for funding of full proposals will likewise be based on the Evaluation Criteria.

**Project pre-proposals and proposals will be evaluated through the following review processes:**

- 1) Submissions will be screened by the GBLCC Coordinator and Science Coordinators upon receipt, for eligibility and conformance to the announcement provisions.
- 2) Individuals from the GBLCC Science/TEK subcommittee, or their representatives, will independently evaluate pre-proposals against the evaluation criteria. Reviewers will abstain from participating in any review where a conflict of interest exists or could be perceived.
- 3) Individuals from the GBLCC Science/TEK subcommittee, or their representatives, will independently evaluate invited full proposals against the evaluation criteria. Reviewers will abstain from participating in any review where a conflict of interest exists or could be perceived. The compiled list of individual review evaluations and recommendations will be

provided to the GBLCC Steering Committee (or an Ad Hoc Steering Committee Work Group) for approval.

- 4) 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.
- 5) Applicants selected to submit full proposals will be asked to submit final application packages.

## **VII. Award Administration**

**Award Notices:** Following review of both pre-proposals, and full 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 and a final performance report will be required and are due within 90 calendar days of the end date of the award.

**Performance reports must contain:**

- a. A comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work;
- b. A description of reasons why established goals were not met, if appropriate;
- c. Executive Summary
- d. Project objectives
- e. A description of management objectives addressed
- f. Methods or Application



- g. A description of project outcomes and products produced
- h. A description of communication methods used for sharing the project products
- i. Recommendations for use, application or next steps
- j. Any other pertinent information relevant to the project results.

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

### **VIII. Agency Contacts**

Todd E. Hopkins, USFWS, GBLCC Science Coordinator;

[todd\\_hopkins@fws.gov](mailto:todd_hopkins@fws.gov)

Tel: (775) 861-6492

or

Richard Kearney, BLM, GBLCC Coordinator

[rkearney@blm.gov](mailto:rkearney@blm.gov)

Tel: (775) 861-6556

### **IX. PROJECT PRE-PROPOSAL FORMAT**

Pre-Proposals are not to exceed two pages in length, use a font size no smaller than 10 point, use no less than half inch margins, and use the format provided below. If invited, a template will be sent to you to use for the full proposal.

#### **Landscape Conservation Cooperative FY2014 Project Pre-Proposal**

**Primary Activity Addressed by this Pre-Proposal (Select #1-7 from Section III)**

**Project Title:** *(15 words or less)*

**Lead Agency: Principle Investigator: Address: Telephone: Email:**

**Partnerships:**

**Additional Investigators: Collaborative Partnerships:**

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

**Management Objective:** *(Describe the significance of the proposed work to the priorities of the GBLCC and its stakeholders in 60 words or less.)*

**Project Description:** *(In 600 words or less, describe the work to be done. Include a description of*

*the need, methods, species impacted, geographic extent of the proposed work, and expected outcomes.)*

**Expected Project Length:** *Months*

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

**Communication:** *(Describe engagement of partners in the project development and dissemination of applicable results in 50 words or less.)*

**Budget:** Estimated Total Project Cost, including Estimated Match or In-Kind

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