

## U.S. Fish and Wildlife Service

FWS - Wildlife and Sport Fish Restoration

<https://www.fws.gov/wsfrprograms/Subpages/GrantPrograms/BIG/BIG.htm>

2021

F21AS00003

09/14/2020

### **PAPERWORK REDUCTION ACT STATEMENT:**

**OMB Control Number: 1018-0100, Expiration Date: 7/31/2021**

We are collecting this information in accordance with the authorizing legislation identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual time for these activities will vary depending on program-specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.

## **A. Program Description**

### **A1. Authority**

Sportfishing and Boating Safety Act, 16 U.S.C. §777; and Dingell-Johnson Sport Fish Restoration Act, 16 U.S.C. §777 et seq.

15.622

### **A2. Background, Purpose and Program Requirements**

Recreational boating is a popular activity; there are approximately 11.8 million registered motorized recreational vessels in the United States. Of this total, an estimated 575,000 are at least 26 feet long. The Sportfishing and Boating Safety Act of 1998 (Public Law 105-178) established the Boating Infrastructure Grants (BIG) Program (16 United States Code (U.S.C.) 777g-1) to provide funding to the 50 States, the District of Columbia, the Commonwealths of Puerto Rico and the Northern Mariana Islands, and the territories of Guam, American Samoa, and the United States Virgin Islands (hereafter States) for the construction, renovation, and maintenance of boating infrastructure facilities for transient recreational vessels at least 26 feet long that are operated, leased, rented, or chartered primarily for pleasure. This Act amended the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777). Subsequent reauthorizations of the Act allow expenditures from the Sport Fish Restoration and Boating Trust Fund and the continuation of the BIG Program.

Boating infrastructure means the structures, equipment, accessories, and services that are necessary or desirable for a facility to accommodate eligible vessels. Transient vessels are those passing through or by a place, staying up to 15 days. Projects completed using BIG funds must provide public access, but may be publicly or privately owned. Some examples of potentially eligible activities include but are not limited to the following (See Section IV, Funding Restrictions for additional information):

- a. Boat slips, piers, mooring buoys, dinghy or courtesy docks, day docks, and gangways;
- b. Fuel stations, restrooms, showers, utilities, laundry facilities, and similar amenities;
- c. Lighting, communications, buoys, beacons, signals, markers, signs, security features;
- d. Floating or fixed breakwaters, wave attenuators, sea walls, and other improvements that provide a harbor of safe refuge;
- e. Planning, permitting, engineering, cultural, historic, and environmental studies or assessments necessary to construct boating infrastructure;
- f. Equipment and structures for collecting, disposing of, or recycling liquid or solid waste from eligible vessels or for eligible users;
- g. Retaining walls, bulkheads, pilings, and living shorelines;
- h. Debris deflection structures or water hazard removal; i.
- i. Dredging necessary to fulfill the purpose and objectives of the project;
- j. Maintenance of facilities during the project period;
- k. Repair or restoration of roads, parking lots, walkways, or other surface areas damaged as a direct result of BIG-funded construction;

- l. Information and education materials specific to BIG or a BIG-funded project that credits BIG as a source of funding;
- m. Recording the Federal interest in BIG-funded real property; and
- n. Administration, coordination, and monitoring of BIG awards.

Additional information on BIG, including application requirements, eligible activities, and grants is in the BIG regulation published on May 6, 2015 ([50 Code of Federal Regulations \(CFR\) 86](#)) and throughout this document. You may also find information about the BIG program on the internet at: [Boating Infrastructure Grant Program Information](#).

This document is the Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 BIG Tier 2 – National grants. You can locate it by doing an advanced search using the Funding Opportunity Number at [Grants.gov](#). The NOFO for FY 2021 BIG Tier 1 – State grants is a separate announcement at [Grants.gov](#). Note that the FY2021 BIG Tier 1 – National grants NOFO may be published at a later date.

References to “you” in this NOFO refer to the State agency completing the application and any potential subrecipient, if applicable. References to “we” or “us” in this NOFO refer to the Service.

The Wildlife and Sport Fish Restoration’s (WSFR) mission is to work through partnerships to conserve and manage fish and wildlife and their habitats for the use and enjoyment of current and future generations. WSFR’s vision is of healthy, diverse, and accessible fish and wildlife populations that offer recreation, economic activity, and other societal benefits, in addition to sustainable ecological functions. WSFR’s guiding principle is that society benefits from conservation-based management of fish and wildlife and their habitats and opportunities to use and enjoy them. The BIG Program aligns with WSFR’s mission, vision, and guiding principle, and supports three of the Department of the Interior’s priorities including:

- 1) Creating a conservation stewardship legacy second only to Teddy Roosevelt;
- 2) Utilizing our natural resources; and
- 3) Restoring trust with our local communities.

## **B. Federal Award Information**

### **B1. Total Funding**

#### **Estimated Total Funding**

\$ 10,000,000

### **B2. Expected Award Amount**

#### **Maximum Award**

\$ 1,500,000

#### **Minimum Award**

\$ 0

### **B3. Expected Award Funding and Anticipated Dates**

#### **Expected Award Funding**

#### **Expected Award Date**

April 01, 2021

We expect awards to range from \$200,000 - \$1,500,000 with an average of approximately \$800,000 per award. Funding approvals are expected to occur during March or April 2021 with grants being awarded as compliance and permitting efforts are completed over the following 12 months. These awards may supplement previous Tier 1 and Tier 2 awards as long as there is no overlap.

### **B4. Number of Awards**

#### **Expected Number of Awards**

10

### **B5. Type of Award**

#### **Funding Instrument Type**

G - Grant

## **C. Eligibility Information**

### **C1. Eligible Applicants**

#### **Eligible Applicants**

00 – State governments

#### **Additional Information on Eligibility**

### **C2. Cost Sharing or Matching**

#### **Cost Sharing / Matching Requirement**

Yes

#### **Percentage of Cost Sharing / Matching Requirement**

25

The maximum Federal award under BIG Tier 2 – National is 75 percent of the total allowable project cost up to \$1.5 million. American Samoa, Guam, the United States Virgin Islands, and the Commonwealth of the Northern Mariana Islands are exempt from match requirements up to \$200,000 ([48 U.S.C. 1469a](#)). Cash match above the minimum cost share is a factor used in ranking applications. Therefore, applicants are encouraged to provide more than the minimum cost share required. In-kind services, materials, and other contributions may be used to satisfy the required minimum non-Federal match of 25 percent of total project costs. However, in scoring and ranking your proposal we will only consider actual cash contributions beyond the

required minimum match (see [50 CFR 86.56](#)). Clearly state the amount of cash match you are providing in your application!

You may meet your minimum required cost share or match through contributions from a third party. A third party is any individual or organization other than the State applicant, such as a partner or subrecipient. Match provided must be necessary and reasonable for accomplishing the proposed project objective(s). As the primary State recipient, you are responsible for the full amount of the non-Federal match proposed, if your application is selected, including any amount provided by one or more third parties as listed on the Standard Form 424, Application for Federal Assistance.

### **C3. Other**

Eligible applicants are the Governor-designated State agencies in the United States, the Commonwealths of Puerto Rico and the Northern Mariana Islands, and the territories of Guam, American Samoa, the United States Virgin Islands and the Mayor-designated agency in the District of Columbia.

#### **Foreign Entities or Projects:**

This program does not provide funding to foreign entities or for projects conducted outside the United States.

**Excluded Parties:** FWS conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The Bureau cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, as their ineligibility condition applies to this Federal program.

## **D. Application and Submission Information**

### **D1. Address to Request Application Package**

Download the Application Package linked to this Funding Opportunity on Grants.gov to begin the application process. Using the “Search Grants” tab, enter Funding Opportunity Number. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. Note that the application package is also available to registered applicants in the GrantSolutions' Grants Management Module (GMM). Submit completed applications electronically through GrantSolutions or Grants.gov. We request that applicants apply via GrantSolutions if they are able to do so.

Applicants should reach out to the technical and administration contacts listed elsewhere in this document if they have questions about their applications.

#### **Program Website Link**

## **D2. Content and Form of Application Submission**

### **SF-424, Application for Federal Assistance**

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, and signed and dated. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

Any applicant requesting support for a construction projects must submit as signed and dated SF-424D, Assurances for Construction Programs form. All required application forms are available with this announcement on Grants.gov.

Note that applicants with their annual assurances already on file at their WSFR Regional Office do not need to re-submit assurance forms unless it is a required step for applicants under this new application process. All required application forms are available with this announcement in GrantSolutions and Grants.gov.

### **Project Summary**

Briefly summarize the project, in one page or less. Include the title of the project, geographic location, and a brief overview of the need for the project. Goal(s); specific, measurable, attainable, relevant, and time-bound (SMART) objectives (TRACS ready); specific project activities that would be funded; anticipated outputs and outcomes should also be included in this section.

Please note that you should use Standard Objectives (TRACS) when designing your project. See the [WSFR Standard Project Statement Wiki](#) for general examples and guidance. We encourage you to work with your WSFR Regional Office if you have questions about using the Standard Objectives.

### **Project Narrative**

A concise project statement that addresses the following elements must be included in the application. In general, the project statement must provide sufficient information so reviewers may verify that the proposed activities are eligible for funding and substantial in character and design. Please see the [WSFR Financial Assistance Guidance website](#) for more details and examples. Identify any applicable federal permits and status of permits associated with the application.

- Need: Explain why the project is necessary and how it fulfills the purpose of BIG;
  - Describe existing facilities available for eligible vessels at your location and near the proposed project; and

- Describe how the proposed project fills a need or offers a benefit not offered by existing facilities; and
- Give information to support the number of transient boats expected to use the facilities in the proposed project area and demonstrate why existing facilities are insufficient to meet demand.
- Purpose: State the ultimate purpose for the proposed project and link the purpose to the demonstrated need.
- Objectives: Identify specific, measurable, attainable, relevant, and time-bound (SMART) objectives to be accomplished during the project period. Please use WSFR's TRACS Standard Objectives when designing your project. We encourage you to work with your WSFR Regional Office if you have questions about formatting your objectives for entry in TRACS. Also, please see the [WSFR Financial Assistance Guidance website](#) for more details and examples.
- Results or benefits expected:
  - Describe the expected results or benefits from accomplishing the objectives;
  - Describe each capital improvement (see [50 CFR 86.3](#)), service or other product that will result from the project;
  - Describe how the structures, service, or other products will address the need(s) and benefits for eligible users.
- Approach:
  - Describe the approach to be used in meeting the objectives;
  - Describe the methods, designs, and/or procedures to be used to achieve the objectives, providing enough information on the status of required permits or other compliance requirements (National Environmental Policy Act, Section 7 of Endangered Species Act, and Section 106 of the National Historic Preservation Act) for us to make a preliminary assessment;
  - Identify the Project Officer who has or will have detailed knowledge of the project, state whether she or he is the Federal Assistance Coordinator for the State agency, give the contact information, and state whether he or she has signatory authority for committing the recipient to a course of action;
  - Give the name, contact information, qualifications, and role of each known concessioner or subrecipient;
  - Explain how you will exercise control to ensure the BIG-funded facility continues to achieve its authorized purpose during the useful life of the facility;
  - Provide a timeline of activities.
- Relationship with other grants: Describe any relationship between the proposed project and other related work funded by Federal grants that is planned, anticipated, or underway. You must also list the any previous federal grants with the applicable FBMS #, if one exists, that this application is related too. If this application is related to a previously awarded WSFR grant explain the reason for submission (adding funds, scope change, additional work, etc.).
- Geographic Location/Drawings/ Maps/Photographs (20 page limit): Your proposal will be reviewed, in part, on the quality of the access you provide for eligible vessels to significant destinations, services, and other amenities. In addition to addressing the

project location generally in the Project Statement, please provide additional context by visually depicting the following:

- The location of the project site using Global Positioning System (GPS) coordinates in the following format: degrees:minutes:seconds;
  - All existing structures, facilities, and amenities;
  - All proposed project components;
  - Clearly marked areas that are for (1) eligible transient recreational vessels, (2) areas that are for others, and (3) areas that are for shared use;
  - Water depths (before and after planned dredging, if applicable);
  - If dredging is proposed, you must include an aerial photograph or schematic drawing to indicate the specific area(s) you intend to dredge;
  - Measurements for all docks, bulkheads, breakwaters, and other features where boats will be accommodated;
  - Any other information that will assist reviewers to identify project components, prorating criteria, or other factors involved with ranking.
  - A small State map that shows the general location of the project;
  - A local map that shows the facility location and the nearest community, public road, and navigable water body;
  - Maps or images that show proximity or distances to significant destinations, services that support eligible users, terrain considerations, access, or other information applicable to your project;
  - Any other map that supports the information in the project statement.
- Ranking criteria: In BIG Tier 2—National applications, you must respond to each of the questions found in the ranking criteria at [50 CFR 86.51](#). The ranking criteria is also included in this document.

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, “Budget Information for Non-Construction Programs” form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section of the appropriate SF-424 budget form, use the first row for funding requested from this Federal program. Use subsequent row(s) for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program’s CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this program appears on the first page of this announcement.

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For construction programs or projects, applicants must complete and submit the SF-424C, “Budget Information for Construction Programs”. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section of the appropriate SF-424 budget form, use the first row for funding requested from this Federal program. Use subsequent row(s) for funding requested from this Federal

program. Use subsequent row(s) for other Federal funding. Enter each Federal program's CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this program appears on the first page of this announcement.

Applicants seeking approval to acquire real property under an award must complete and submit the SF-429, "Real Property Status Report (Cover Page)" and the SF-429-B, "Real Property Status Report Attachment B (Request to Acquire, Improve, or Furnish)". These forms are required if the real property is acquired with Federal funds, with recipient cost share or matching funds, or as an in-kind contribution under the award. These forms may be found on <https://www.grants.gov/web/grants/forms/post-award-reporting-forms.html>

### **Budget Narrative**

Describe and justify requested budget items and costs. Detail how the SF-424 Budget Information, Object Class Category totals were determined. For personnel salary costs, include the baseline salary figures and the estimates of time. Describe any item of cost that requires prior approval under the Federal cost principles. See [2 CFR 200.407](#) "Prior written approval (prior approval)" for more information. If equipment purchased previously with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source. Identify any cash or in-kind contributions that a partner or other entity will contribute to the project and describe how the contributions directly and substantively benefit completion of the project. For in-kind contributions, include the source, the amount, and the valuation methodology used to determine the total value. See [2 CFR 200.306](#) "Cost sharing or matching" for more information.

Match and other partner contributions: Identify the cash and in-kind contributions that you, a partner, or other entity contribute to the project and describe how the contributions directly and substantively benefits completion of the project. Be sure to clearly state the amount of cash match you are providing! See [50 CFR 86.32-33](#) for more information.

Contingency Costs: Contingency costs estimated using broadly-accepted cost estimating methodologies are permissible but must be separately identified in your budget; these must comply with Federal Cost Principles, these must be necessary and reasonable for proper and efficient accomplishment of project or program objectives, and these must be verifiable from your financial records ([2 CFR 200.433](#)). Explain how any contingency costs were calculated and why these are necessary to improve the precision of your budget estimates.

Proration: Costs for facilities that will benefit operators of boats other than transient recreational vessels at least 26 feet long must be prorated. Common examples of costs that often must be prorated include fuel stations, restrooms and showers, retaining walls, bulkheads and breakwaters, pumpout stations, dredging, and other features that are expected to partially benefit ineligible users. You do not need to allocate costs between user groups when you propose to construct, renovate, or maintain facilities solely for eligible users, or when you propose to produce information and education materials. This list is not exhaustive; therefore, contact your Regional WSR Office if you are unsure of the need to prorate a cost, or if you believe proration is not required based on the following information. For each discrete project component or element, clearly state:

- a. *The basis or method you used to allocate costs between eligible and ineligible users.* For example: Your facility has slips for 100 vessels, and 20 are dedicated for transient recreational vessels. Your prorating basis would be 20 percent. If you propose to construct a wave attenuator that will benefit the entire facility, you may only charge 20 percent of the construction costs of the wave attenuator to the project.
- b. *Your reasoning and evidence supporting use of this method.* Include relevant documentation to validate your basis for allocating costs between eligible and ineligible users, such as facility use records or trends.
- c. *When prorating is not necessary.* If a proposed facility, component, or element which is primarily designed to benefit eligible users happens to provide a secondary, tangential benefit to ineligible users, or if the value of a project component or element is \$5,000 or less, you do not have to prorate costs. For more guidance, see [50 CFR 86.19](#). However, we recommend that you fully explain your approach in the application as uncertainty regarding how you prorate costs can negatively impact your score.

Note: After you submit your proposal, we may contact you to clarify your proration basis or method, or to negotiate a more equitable allocation prior to award.

**Program Income:** Program income is gross income earned by you or your subrecipient that is directly generated by a supported activity, or earned as a result of the grant, during the grant period. Estimate the amount of program income that the project is likely to generate (see [50 CFR 86.90](#)). If necessary, indicate the method or combination of methods (deduction or addition) of applying your expected program income (see [50 CFR 86.77](#) and [50 CFR 86.78](#) for more information). You should request the Regional Director's approval for the additive method prior to the deadline and include documentation of your method and approval in this section and in attachments. Note that program income that is not approved for use as additive prior to the obligation of BIG funds will be applied using the deductive method.

**Equipment:** Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. Provide a list of equipment to be purchased with BIG funds, if any.

**Useful life:** Estimate the useful life in years of each capital improvement for the proposed project. A capital improvement is typically a structure that costs at least \$25,000 to build, or a repair or renovation of a structure costing at least \$25,000 that increases the structure's useful life by 10 years or more (see [50 CFR 86.3](#)). If awarded funds, you will be required to explain how you estimated the useful life of each capital improvement. You must reference a generally accepted method used to determine useful life of a capital improvement; however, your estimates do not need to be certified by a licensed engineer or other professional. You may be required to revise or adjust useful life estimates during the approval process. See [50 CFR 86.73](#) and [50 CFR 86.74](#).

## **Conflict of Interest Disclosure**

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#),

applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

### *(a) Applicability.*

(1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

(2) In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict of interest provisions in 2 CFR 200.318 apply.

### *(b) Notification.*

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

*(c) Restrictions on lobbying.* Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

*(d) Review procedures.* The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

*(e) Enforcement.* Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

## **Single Audit Reporting Statement**

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 the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#). U.S. state, local government, federally recognized Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

### **Certification Regarding Lobbying**

Applicants requesting more than \$100,000 in Federal funding must certify to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#). If this application requests more than \$100,000 in Federal funds, the Authorized Official's signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the [SF-LLL, "Disclosure of Lobbying Activities"](#) form if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non-appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 for more information on when additional submission of this form is required.

### **Overlap or Duplication of Effort Statement**

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. When overlap exists, your statement must end with "We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this Funding Opportunity in writing."

### **D3. Unique Entity Identifier and System for Award Management (SAM)**

**Identifier and System for Award Management (SAM.gov) Registration:** This requirement does not apply to individuals applying for funds as individual (i.e., unrelated to any business or nonprofit organization you may own or operate) or any entity with an exception approved by the funding bureau or office in accordance with bureau or office policy. All other applicants are required to obtain a Data Universal Numbering System (DUNS) number from Dun & Bradstreet and then register in SAM.gov prior to submitting a Federal award application. Federal award recipients must continue to maintain an active SAM.gov registration with current information

through the life of their Federal award(s). See the “Submission Requirements” section of this document below for more information on SAM.gov registration. We may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant. **There is no cost to register with Dun & Bradstreet or SAM.gov.** There are third-party vendors who will charge a fee in exchange for registering entities with Dun & Bradstreet and SAM.gov; **please be aware you can register and request help for free.**

### **Obtain a DUNS Number**

Request a DUNS Number through the Dun & Bradstreet website. For technical difficulties, send an email to the D&B SAM Help Desk. Please ensure that you are able to receive emails from [SAMHelp@dnb.com](mailto:SAMHelp@dnb.com). The Grants.gov “Obtain a DUNS Number” webpage also provides detailed instructions. Once assigned a DUNS number, your organization must maintain up-to-date information with Dun & Bradstreet. Applicants must enter their DUNS number in the “Organizational DUNS” field on the SF-424, Application for Federal Assistance form.

### **Register with the System for Award Management (SAM)**

Register on the SAM.gov website. “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov Register with SAM page also provides detailed instructions. You can also contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been to the entity’s DUNS or IRS information.

## **D4. Submission Dates and Times**

### **Due Date for Applications**

09/14/2020

### **Application Due Date Explanation**

State agency applicants must submit applications through GrantSolutions or Grants.gov by the deadline. The deadline for receipt is September 14, 2020, 11:59 p.m. PDT. The Service recommends that you submit your application early enough to address any unforeseen technical complications. We also recommend that you verify that all documents have been received through GrantSolutions or Grants.gov with your Regional WSFR Office before the deadline. The Service will not consider applications received after the deadline.

Applicants requesting comments or assistance with their applications are encouraged to submit applications to their Regional WSFR Office at least 4 weeks prior to the due date. Although there is no guarantee that the Regional WSFR Office will provide comments, feedback may include recommendations to improve the application.

## **D5. Intergovernmental Review**

Prior to application submission, U.S. state and local government applicants should visit the [OMB Office of Federal Financial Management website](#) and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications.

## **D6. Funding Restrictions**

### **Indirect Cost: Individuals**

Individuals applying for and receiving 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, you must not include any indirect costs in your proposed budget. Individuals are not required to submit any of the following statements regarding indirect costs.

### **Indirect Costs: Organizations**

The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior is your organization’s cognizant agency, the Interior Business Center will negotiate your indirect cost rate. Contact the Interior Business Center by phone 916-930-3803 or using the [IBC Email Submission Form](#). See the [IBC Website](#) for more information.

Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients must have prior written approval from the Service to use amounts budgeted for direct costs to satisfy cost-share or match requirements or to cover unallowable indirect costs. Recipients shall not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

### **Required Indirect Cost Statement to be submitted with Application**

All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- 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. Attached is a copy of our most recently approved rate agreement/certification.

- 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 have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. 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.” or “Attached is a copy of our current negotiated indirect cost rate agreement.”]
- 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]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award 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 indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in [§2 CFR 200.68](#)]. We understand that we must notify the Service in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award 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 minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in [2 CFR §200.68](#). We understand that we must notify the Service in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.
- 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 per [2 CFR §1402.414](#). If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against 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 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

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

### **Funding Restrictions**

Unless the following features are already part of a facility, or are funded through another source, at project completion a Tier 2 – National BIG-funded facility must:

- a. Limit use of overnight docks and moorings to eligible boats that are 26 feet or more in length staying no more than 15 consecutive days;
- b. Serve its intended purpose for its useful life as originally proposed or as extended pursuant to [50 CFR 86.14\(b\)\(2\)](#), except in the case of a catastrophic event (for guidance on determining useful life, see [50 CFR 86.74](#));
- c. Clearly designate eligible uses and inform the public of restrictions;
- d. Offer security, safety, and service for eligible users and vessels;
- e. Be open and accessible to eligible vessels on navigable waters that are at least 6 feet deep at the lowest tide or fluctuation, unless you can show that the facility will still serve its intended purpose for typical eligible users that visit that location;
- f. Allow public access as described at [50 CFR 86.92](#);
- g. If you allow overnight stays, or as required by State or local laws, provide pumpout service where such service is not located within 2 nautical miles (this restriction may be waived as described in [50 CFR 86.13 \(b\)](#); if we deny your request to waive this requirement, you may appeal to the Assistant Director, Wildlife and Sport Fish Restoration).

Applicants for BIG Tier 2 – National funds are subject to the following administrative conditions or restrictions:

- a. You may request BIG funds for facility maintenance only if you will complete the maintenance action during the period of performance, and only if it directly benefits eligible users and is directly related to the proposed BIG project;
- b. You are responsible for all maintenance costs after the period of performance, although you may apply user fees collected at the BIG-funded facility after the period of performance to the maintenance of the facility;
- c. If you use BIG funds for maintenance at a facility that has received a BIG grant in the past, you must extend the useful life of each affected capital improvement accordingly;
- d. You may limit or exclude BIG funding for maintenance or other costs that you make available to subrecipients;
- e. Dredging that is needed to fulfill the purpose and objectives of the proposed project can qualify as an eligible action only if all dredging-related actions do not exceed \$200,000 in

Federal funds, and you have allocated the dredging costs between the expected use by eligible and ineligible vessels (if applicable; for guidance on allocating or prorating costs, see [50 CFR 86.19](#));

- f. You must maintain the dredged area at the approved width and depth for the useful life of the BIG-funded facility, unless you are awarded BIG funds in the future that provide for maintenance dredging;
- g. You or another entity approved by us must own or have legal right to operate the BIG-funded facility, or you must demonstrate in your proposal that the owner of the facility will use the BIG-funded facility for its authorized purpose for its useful life;
- h. Pre-award costs are not guaranteed and may only be eligible if they are necessary and reasonable for completion of project objectives, and are approved in writing in advance of the original award by the Regional WSFR Office. Request for pre-award costs need to include the dates of validity, costs, and a justification;
- i. You may be required to record the Federal interest in real property that includes a BIG-funded capital improvement and/or you may be required to direct your subrecipient(s) to record such interest (see [50 CFR 86.18](#));
- j. If boats other than transient recreational boats at least 26 feet in length will use or benefit from an eligible BIG project, you must prorate the costs according to [50 CFR 86.19](#);
- k. You must give clear information using signs or other methods that direct eligible users to BIG-funded facilities and inform users of restrictions and operating periods (see [50 CFR 86.94](#)).

An application is ineligible for funding if you propose to:

- a. Complete a project that does not provide public benefits, for instance, a project that is not open for use by the public;
- b. Implement or support law enforcement activities;
- c. Significantly degrade or destroy valuable natural resources or alter the cultural or historic nature of the area;
- d. Support operations of a BIG-funded facility including routine custodial activities, service worker salaries, facility administration, utilities, rent, taxes, or insurance;
- e. Develop a State program plan to construct, renovate, or maintain boating infrastructure;
- f. Acquire land or any interest in land;
- g. Construct, renovate, or maintain roads or parking lots, except as described at [50 CFR 86.11\(a\)\(1\)](#);
- h. Construct, renovate, or maintain boating infrastructure for: stores, food service or other retail businesses, lodging, facility administration or management;
- i. Construct, renovate, or maintain facilities for boat transportation, storage, repair or other services;
- j. Purchase or operate service boats to transport boaters to and from mooring areas;
- k. Conduct certain marketing activities that do not focus on BIG or the BIG-funded facility (see [50 CFR 86.16\(a\)\(8\)](#));
- l. Purchase supplies and other expendable personal property not directly related to achieving the project objectives; or

Support other activities that are inconsistent with the purposes of BIG or that are inconsistent with Federal Cost Principles (see [2 CFR part 200, subpart F](#)).

## **D7. Other Submission Requirements**

Submit completed applications electronically through GrantSolutions or [Grants.gov](https://www.grants.gov).

Where possible, applications must be formatted to fit on 8.5" X 11" paper, with 1" margins at the top, bottom, and both sides, and page numbers at the bottom of the page. Fonts must be no less than 12 point Arial, Times New Roman, or other commonly used font.

In accepting Federal funds, you must comply with all applicable Federal laws, regulations, and policies. If we select the application for award, you will need to provide evidence of compliance with the National Environmental Policy Act (NEPA), the Endangered Species Act (ESA), the National Historic Preservation Act (NHPA), and other Federal laws or regulations as part of the post-selection approval process.

## **E. Application Review Information**

### **E1. Criteria**

**Meet a Documented Need, Improve Eligible Boater Access, and Demonstrate Cost Efficiency. 1. Will the proposed boating infrastructure meet a need for more or improved facilities? (0–10 points)**

**Maximum Points: 10**

In evaluating a proposed project under this criterion, we consider whether the project will:

- a. Construct new boating infrastructure in an area that lacks it, but where eligible vessels now travel or would travel if the project were completed;
- b. Renovate a facility to improve its physical condition, follow local building codes, improve safety, or adapt it to a new purpose;
- c. Create accessibility for eligible vessels by reducing wave action, increasing depth, or making other improvements;
- d. Expand an existing facility that is unable to accommodate current or projected demand by eligible vessels; or
- e. Make other improvements to accommodate an established need.

**Meet a Documented Need, Improve Eligible Boater Access, and Demonstrate Cost Efficiency. 2. Will eligible users receive benefits from the proposed boating infrastructure that justify the cost of the project? (0–7 points)**

**Maximum Points: 7**

In evaluating a proposed project under this criterion, we consider the total cost of the project, the benefits made available to eligible users, and the objectivity or reliability of the data and information used to demonstrate benefits relative to costs. Relate costs and benefits to the need for the project (See 50 CFR 86.43(a)). We may consider the availability of preexisting structures and amenities, but only in the context of the identified need. As costs vary depending on local

factors, we do not use a cost per slip to compare projects. Describe in your application any factors that would influence costs such as:

- a. The need for specialized materials to meet local codes, address weather, future sea level rise, or terrain, or extend useful life;
- b. Increased transportation costs due to facility location; or
- c. Other factors that may increase costs but support needed benefits.

Describe any costs associated with providing a harbor of safe refuge, if applicable.

**Meet a Documented Need, Improve Eligible Boater Access, and Demonstrate Cost Efficiency. 3. Will the proposed boating infrastructure accommodate boater access to significant destinations and services that support transient boater travel? (0–3 points)**

**Maximum Points: 3**

In evaluating a proposed project under this criterion, we consider:

- a. The degree of access that the BIG-funded facility will provide;
- b. Activities, events, or landmarks near the facility, how well known they are, how long they are available, and how likely they are to attract boaters to the facility.
- c. The availability of services and the degree of safety at and around the facility, the ease of access to these services, and how well they meet the needs of eligible boaters.

**Meet Match Requirements and Demonstrate Partnerships. 1. Will the proposed project include private, local, or State funds greater than the required minimum match? (0-7 points)**

**Maximum Points: 7**

As given in 50 CFR 86.56, we will award points under this criterion as follows. Please note that, while in-kind services and materials may be included in the minimum 25 percent match requirement, your proposal will only be scored on this criterion for additional cash match. Be sure to clearly state the cash match in your application!

<b>Percent Cash Match</b>	<b>Points</b>
26–30	1
31–35	2
36–40	3
41–45	4
46–50	5
51–80	6
81 or higher	7

**Meet Match Requirements and Demonstrate Partnerships. 2. Will the proposed project include contributions by**

**Maximum Points: 3**

**private or public partners that contribute to the project objectives? (0–3 points)**

Partners may include non-Federal entities such as subrecipients, private businesses, other State agencies other than the primary recipient of BIG funds, non-profit organizations, or Federal agencies other than the Service. To be considered a partner, the entity must commit a financial or in-kind contribution or take a voluntary action that is necessary for, and directly and substantively contributes to, completion of the project. See [50 CFR 86.55](#) and [50 CFR 86.57](#) for additional guidance. In evaluating proposed projects under this criterion, we consider:

- a. The significance of the contribution to the success of the project;
- b. How the contribution supports the actions proposed in the project statement;
- c. How the partner demonstrates its commitment to the contribution; and
- d. The demonstrated ability of the partner to fulfill its commitment.

**Demonstrate Innovation and Environmental Stewardship.**

**1. Will the proposed project include physical components, technology, or techniques that improve eligible user access? (0-3 points)**

**Maximum Points: 3**

In evaluating a proposed project under this criterion, we consider whether the project will increase the availability of the BIG-funded facility for eligible users or improve eligible boater access to the facility. Describe whether you will be:

- a. Using a new technology or technique;
- b. Applying a new use of an existing technology or technique;

We will consider if you choose to complete the project using an optional or advanced technology or technique. If you choose to go beyond the minimum technical requirements for a project component, you must describe the current standard and how you will exceed the standard. We will not award points for following standards set by law.

**Demonstrate Innovation and Environmental Stewardship.**

**2. Will the proposed project include innovative physical components, technology, or techniques that improve the BIG-funded project? (0–2 points)**

**Maximum Points: 2**

In evaluating a proposed project under this criterion, we consider if the project will include physical components, technology, or techniques that are newly available, or repurposed in a unique way. Examples include components, technology or techniques that:

- a. Extend the useful life of the project;
- b. Are designed to help save costs, decrease maintenance, or improve operation;
- c. Are designed to improve services or amenities for BIG-eligible users;
- d. Reduce the carbon footprint of the facility;
- e. Reduce negative environmental impacts (beyond compliance requirements); or
- f. Improve facility resilience.

**Demonstrate Innovation and Environmental Stewardship.**

**3. Has the facility where the project is located**

**Maximum Points: 1**

**demonstrated a commitment to environmental compliance, sustainability, and stewardship...**

...and has an agency or organization officially recognized the facility for its commitment? (0–1 points)

In evaluating a project under this criterion, we consider if the application documents that the facility has received official recognition for its voluntary commitment to environmental compliance, sustainability, and stewardship by exceeding regulatory requirements. The official recognition must be part of a voluntary, established program administered by a Federal or State agency, local governmental agency, Sea Grant or equivalent entity, or a State or Regional marina organization. The program must require the facility to use management, operational techniques and practices that will ensure it continues to meet the high standards of the program and must contain a component that requires periodic review. The facility must have met the criteria required by the program and received official recognition by the due date of the application.

## **E2. Review and Selection Process**

Prior to award, the program will review any applicant statement regarding potential overlap or duplication between the project to be funded and any other funded or proposed project in terms of activities, funding, or time commitment of key personnel. Depending on the circumstances, the program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Bureau may choose not to fund the selected project.

The program may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the Bureau is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the Bureau’s “Financial Assistance Recipient Risk Assessment” form. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently \$250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied to the award.

Project selection is a six-step process: application acceptance, pre-ranking review, application ranking, application selection, applicant risk assessment, and award letter.

1. Application acceptance: We will accept applications via GrantSolutions or Grants.gov for review any time after publication of the notice and prior to the application deadline. We

determine that applications are complete, substantial, and eligible. States may revise and resubmit applications until the identified application deadline. We encourage applicants to communicate with the Service Regional WSFR Office well in advance of the deadline to ask for a preliminary review; however, we cannot guarantee pre-deadline application review due to limited staff availability.

2. Pre-Ranking review: The Service and designated experts will conduct a pre-ranking review of eligible proposals to assess useful life estimates of any proposed capital improvements, and cost allocation methods (prorating) where proposed infrastructure or other amenities is expected to benefit both eligible and ineligible users. We may identify errors or other deficiencies in your proposal. During this period, a Service representative may contact the project officer you identify in your Project Statement to clarify information and negotiate revisions, if necessary.
3. Application ranking: After the pre-ranking review, a panel of up to eight Service program specialists completes the review and ranking of the applications using criteria given in Section VII. A subcommittee of the Sport Fishing and Boating Partnership Council also ranks the applications. If the Council is unable to participate, we may invite representatives from the States Organization for Boating Access (SOBA) to participate. Collectively, these review groups comprise the National Review Panel. Prior to participating in any review or evaluation process, all staff and Council panel members sign the “Department of the Interior Conflict of Interest Certification” form. After the application ranking, you may be asked to revise the project scope and/or budget.
4. Application selection: The National Review Panel scores and ranks applications and recommends a list based on the ranking to the Service Director. Note that low-scoring applications may not be recommended for funding even if there are funds available. The Service Director makes final grant selections.
5. Risk Assessment: Each fiscal year, for every entity receiving one or more awards in that fiscal year, the Service conducts a risk assessment based on eight risk categories. The result of this risk assessment is used to establish a monitoring plan for all awards to the entity in that fiscal year. The Service’s risk assessment form is available online [here](#).
6. Funding Notification: If selected, the Service Regional WSFR Office will notify State applicants that their application has been selected for funding and the process needed to receive a grant, including satisfactory completion of compliance requirements. When these requirements are met, the Regional Office will send a letter to your agency detailing the terms and conditions of the award.

### **E3. CFR – Regulatory Information**

See the [Service’s General Award Terms and Conditions](#) for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

### **E4. Anticipated Announcement and Federal Award Dates**

We anticipate announcing funding during March-April 2021.

## F. Federal Award Administration Information

### F1. Federal Award Notices

The Service Regional WSFR Offices will notify State applicants of the funding approval and the process needed to receive a grant, including approval of any pre-award costs and satisfactory completion of compliance requirements. When these requirements are met, the Regional WSFR Office will send a letter to your agency detailing the terms and conditions of the award. Notice of funding approval is not an approval of pre-award costs.

### F2. Administrative and National Policy Requirements

See the “[DOI Standard Terms and Conditions](#)” for the administrative and national policy requirements applicable to DOI awards.

#### Data Availability

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.315](#):

- (a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.
- (b) The Federal Government has the right to:
  - (1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
  - (2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

See the [Service’s General Award Terms and Conditions](#) for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

### F3. Reporting

#### Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to

request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

### **Performance Reports**

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

TRACS is available for entering proposal information. After proposal information has been added to the system and your award is approved by us, you can also enter performance information. Requirements and expectations for data entry in TRACS are under development. Detailed information on TRACS reporting requirements will be provided in the terms and conditions of your award. We encourage you to work with your WSFR Regional Office if you have questions about data entry in TRACS.

In addition to quantitative performance reporting that aligns with the Standard Objectives, you will be required to provide narrative responses to performance-related questions for entry into TRACS. Please be aware that the following questions will be part of your performance reporting responsibility:

1. What progress has been made towards completing your objectives(s) of the project?
2. If established objectives have not been or will not be met, please state the reason(s) why.
3. If applicable, please share if your project resulted in any unexpected benefits, promising practices, new understandings, cost efficiencies, management recommendations, or lessons learned.
4. If applicable, identify and attach selected publications, photographs, screenshots of websites, or other documentation.
5. Is this a project you wish to highlight for communication purposes?
6. For Survey projects only: If applicable, does this project continue work from a previous grant? If so, how do the current results compare to prior results?
7. For CMS States only: If the grant is a CMS, has the state submitted an updated report every 3 years?

### **Significant Development Reports**

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify the Service in writing of any favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

### **Real Property Reports**

Recipients and subrecipients are required to submit status reports on the status of real property

acquired under the award in which the Federal government retains an interest. The required frequency of these reports will depend on the anticipated length of the Federal interest period. The Bureau will include recipient-specific real property reporting requirements, including the required data elements, reporting frequency, and report due dates, in the Notice of Award when applicable.

### **Conflict of Interest Disclosures**

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. The Service will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, the Service will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

### **Other Mandatory Disclosures**

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including suspension or debarment.

### **Reporting Matters Related to Recipient Integrity and Performance**

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

## **G. Federal Awarding Agency Contact(s)**

## G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First Name:

Brad

Last Name:

Gunn

Address:

Telephone:

703-785-3829

Email:

[Brad\\_Gunn@fws.gov](mailto:Brad_Gunn@fws.gov)

**For programmatic technical assistance, contact:**

American Samoa, Hawaii: Chris Swenson, [Chris\\_Swenson@fws.gov](mailto:Chris_Swenson@fws.gov), 503 231-6758

Commonwealth of the Northern Mariana Islands and Guam: Ruth Utzurrum,  
[Ruth\\_Utzurrum@fws.gov](mailto:Ruth_Utzurrum@fws.gov), 503-231-2083

Idaho, Oregon, and Washington: Paul Hayduk, [Paul\\_Hayduk@fws.gov](mailto:Paul_Hayduk@fws.gov), 503-736-4780

Arizona, New Mexico, Oklahoma, and Texas: Brian Hobbs, [Brian\\_Hobbs@fws.gov](mailto:Brian_Hobbs@fws.gov), 505-248-7476

Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, and Wisconsin: Jennie McNicoll, [Jennifer\\_McNicoll@fws.gov](mailto:Jennifer_McNicoll@fws.gov), 612-713-5388

Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, the Commonwealth of Puerto Rico, South Carolina, Tennessee, and the United States Virgin Islands: Scott Meister, [Howard\\_Meister@fws.gov](mailto:Howard_Meister@fws.gov), 404-679-7180

Connecticut, Delaware, the District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia: Bill Perry, [Bill\\_Perry@fws.gov](mailto:Bill_Perry@fws.gov), 413-253-8302

Colorado, Kansas, Nebraska, Montana, North Dakota, South Dakota, Utah, and Wyoming: Michael Cotter, [Michael\\_Cotter@fws.gov](mailto:Michael_Cotter@fws.gov), 303-236-8179

Alaska: Mary Price, [Mary\\_Price@fws.gov](mailto:Mary_Price@fws.gov), 907-786-3982

California and Nevada: Rose Stefani, [Rosemary\\_Stefani@fws.gov](mailto:Rosemary_Stefani@fws.gov), 916-978-6152

## **G2. Program Administration**

For **program administration assistance**, contact:

First Name:

Brad

Last Name:

Gunn

Address:

Telephone:

703-785-3829

Email:

Brad\_Gunn@fws.gov

## **G3. Application System Technical Support**

For **Grants.gov technical registration and submission, downloading forms and application packages**, contact:

Name:

Grants.gov Customer Support

Telephone:

1-800-518-4726

Email:

Support@grants.gov

For **GrantSolutions technical registration and submissions, downloading forms and application packages**, contact:

Name:

GrantSolutions Customer Support

Telephone:

1-866-577-0771

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Help@grantsolutions.gov

## **H. Other Information**

### **Payments**

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by the Service program. Foreign recipients receiving funds to a final destination bank outside the U.S. are required to receive payment through the U.S. Treasury's International Treasury Services (ITS) System. Foreign recipients receiving funds to a final destination bank in the U.S. are required to enter and maintain current banking details in their SAM.gov entity profile and receive payment through the Automated Clearing House network by electronic funds transfer

(EFT). The Bureau will include recipient-specific instructions on how to request payment, including identification of any additional information required and where to submit payment requests, as applicable, in all Notices of Award.

### **Boating Infrastructure Grant Program Questions and Answers:**

#### **How can I use BIG funds for dredging and does it have to be only for dredging in the direct route from open water to the slips?**

The BIG Final Rule allows for a maximum of \$200,000 in BIG Federal funds per year for dredging costs. This includes any and all costs associated with dredging, so you cannot receive more than \$200,000 by requesting permitting, engineering, disposal, etc. costs related to dredging in other parts of the grant proposal. You may receive the maximum \$200,000 BIG Federal funds for a BIG Tier 1-State grant, a BIG Tier 2-National grant, or both.

#### **May I use BIG funds in the future for maintenance dredging?**

Yes. However, remember there is no guarantee of future funding and you still must commit to maintaining the dredged area for the useful life of the project. You may use either BIG Tier 1-State or BIG Tier 2-National funds for maintenance dredging. Use of BIG Tier 1-State funds for dredging is a State-level decision; BIG Tier 2-National funds are nationally competitive and may not score well if maintenance dredging is a primary purpose unless the applicant clearly identifies compelling reasons for it.

#### **Are services such as food service, retail, or lodging considered eligible boating infrastructure facilities for this program?**

No. BIG will not fund services or structures for food service, retail, or lodging. This includes ship stores, food courts, and hotels.

BIG can fund restrooms and laundry facilities for boaters piloting transient recreational vessels 26 feet or greater in length. You must prorate costs for these facilities to account for any use by others.

#### **Are parking lots and access roads adjacent to boating facilities for transient, recreational vessels eligible costs?**

No. Parking lots, access roads, walkways, and other surface areas damaged as a direct result of BIG-funded construction may be repaired, but new construction or renovation of these components is not an eligible cost.

#### **I want to “get the word out” about my BIG-funded facility. Can I do anything using BIG funds?**

Yes. Public communication, which may include advertisements, magazine articles, web site information, etc. are allowed only when the focus of the message is the BIG program and/or the BIG-funded facility. The majority of the communication must focus on the BIG-funded project and services or amenities for eligible transient boaters and cannot focus on the agency or the marina in general.

#### **Can I fund a pumpout or floating restroom with BIG funds?**

Yes. However, you must prorate costs if a proposed facility will be used by anyone other than boaters operating transient recreational vessels 26 feet in length or longer.

We encourage you to use Clean Vessel Act (CVA) funding for pumpouts and floating restrooms, as available. A State may require a pumpout be funded through the CVA Program.

**What does it mean to record the Federal Interest on my property? Does this put a lien on my property?**

Recording a Federal Interest on the property attaches a notice to the deed that alerts interested parties that the property contains a project that was paid for in part with Federal funds, and therefore the Federal government has an “interest.” It is not a lien. It does however, show that there is an interest that the current, or future owner of the property must continue to fulfill according to the terms and conditions of the BIG grant.

**Are applications that propose to fund only engineering studies and other planning efforts eligible for BIG funds?**

Yes, we may award BIG funds for projects that involve only engineering, economic, environmental, historic, cultural and feasibility studies, as well as other activities necessary for the planned construction of facilities for transient boaters. We list these as eligible activities for the program ([50 CFR 86.11](#)).

We will accept and score applications that include only these activities in anticipation of the development of transient boating opportunities. However, since these applications do not include the development of transient boating facilities they will likely receive lower scores and are unlikely to be funded with Tier 2 – National funds. We encourage applicants to consider using BIG Tier 1 – State funds for this type of preliminary work or contact the Regional Office to discuss other possible funding strategies.

**May I purchase land, or an interest in land, with BIG funds?**

No, land acquisition or an interest in real property (fee simple, easement, lease) is not an eligible cost under the BIG regulation.

**May I use the value of existing boating infrastructure as non-Federal match?**

Generally you may only use the value of any structure completed before the beginning of the period of performance as match if the Service approves the activity as a pre-award cost.

**May real property serve as the State match? May I use BIG funds for leasing land, buying an easement, or other real property transactions?**

Match may not include any real property interest in land or water, including existing riparian rights. Land or water, or any interest in land or water, is not an eligible cost.

**What do we consider real property?**

Real property as defined at [2 CFR 200.85](#) is “land, including land improvements, structures and appurtenances thereto, excluding movable machinery and equipment.”

**How do I allocate (prorate) costs between eligible and ineligible uses?**

Unless the proposed boating infrastructure will benefit only transient recreational boaters operating vessels 26 feet or more in length, you must show in your application how you divide project costs between eligible and ineligible uses. You must do this for costs of all discrete

elements and major components in your project. You must tell us the basis or method used to determine what percentage of use is for eligible users and what percentage is for ineligible users. Explain your reasoning. Some examples of methods used may be equipment usage records, square footage or number of slips, vessel surveys, etc.

**What about not having to prorate for secondary benefits?**

This consideration is only for components where the primary benefit is 100% for eligible vessels/users. We recommend if you have a component that meets this standard and it also has a secondary benefit that is not strictly for eligible users, you contact your Regional WSFR Office to discuss. Your Regional Office will advise if the secondary benefit is significant enough to require you to allocate (prorate) costs. If we determine that the component significantly benefits both eligible and ineligible users, we will expect you to prorate costs. Failure to do so may result in your application not being scored.

**What if a component has a low value as discussed in [50 CFR 86.19\(c\)\(3\)](#)? Do I need to allocate (prorate) costs?**

We generally expect that all costs will be appropriately allocated. However, if the value of a project component or element is \$5,000 or less, you do not have to prorate costs. If you have a component that has a value under \$5,000 and you would like to take advantage of this option, you should contact your Regional WSFR Office to discuss prior to submission of your proposal. The component must be clearly stand-alone and not a smaller part of a larger component. Be advised that when the project is completed and if the cost ends up being above the \$5,000 threshold, you are responsible for the increased cost, and cannot charge the excess to the grant.

**What parts of the application may I discuss/negotiate/change after the due date?**

There are three basic items that we may discuss with you after the due date and we may ask you to make changes to your application as a result of discussions/negotiations after the due date:

1. How you allocate (prorate) costs;
2. Useful life estimates; and
3. Clarifications/incorrect information and project scope as described in [50 CFR 86.46](#).

**How long do I have to finish my project?**

We must obligate BIG funds through an approved grant within 3 Federal Fiscal Years from the beginning of the award year. From the assigned start date, you have 3 years to complete the project. If justified, you may request up to a two-year extension. One more extension may be available, but must be approved by the WSFR Regional Director and the WSFR Assistant Director.

**How much detail must I give for useful life in the application?**

By the application deadline, you must give an estimate of useful life for all discrete components of your project. This information must briefly state how you derived the useful life information you give. You do not need reports or complicated methodologies at this stage. After you are notified you have received an award, you may be asked for more information.

However, if you are requesting consideration for points under criterion [50 CFR 86.51\(c\)\(2\)](#), you must give more detailed information. You must discuss how the technology, approach, equipment, etc. you propose using in your project will extend the useful life of the project. You

must provide credible information to show how the useful life will be extended over other technology, approaches, equipment, etc.

**What if there is a component of my project that costs less than \$25,000? How do I assign a useful life?**

Per [50 CFR 86.74\(a\)\(1\)\(iv\)](#), all auxiliary components of your project must be associated with the capital improvement it supports. If it supports more than one component, then choose the one with the longest useful life. That component will then assume the useful life as associated with the capital improvement it supports.

**Must my project display the Sport Fish Restoration symbol and/or credit the program some other way?**

Yes. You may use various methods of communication to credit the Program and identify the funded facilities. When your project is completed, you must show us how you credit the Sport Fish Restoration Program for your project and identify BIG-funded areas or components.

**I want to charge more than the closest marina does for user fees. This is because I will have more amenities and the higher fees will help us maintain the facility.**

The rule requires you to charge reasonable fees based on the prevailing rates for a marina in your area with similar amenities. If you offer more benefits, services, etc. than other marinas in your area, you may charge higher fees. If you are a subgrantee, you must request State approval for a change in fees, or to charge a higher fee than the prevailing rate in your area.

**I'm required to give public access. Does this mean that once the project is completed, I can let anyone use it?**

No. The project is only for eligible users, except where components have been identified as mixed use and prorated accordingly. You may allow use by others only if their use does not interfere with the intended purpose of the facility. Public access means that you must be open for reasonable hours, allow access to all parts of the BIG-funded facility and associated amenities and services, and not discriminate against any eligible users.

**If my application receives a low score will that impact the chances of being funded?**

Yes. A low score from the National Review Panel may result in an application not being funded even if funds are available. We encourage applicants to pay close attention to the scoring criteria when preparing their application. In particular, we recommend that you review the cash match criteria and that you explain any proration in detail. If your proration is complex and hard to justify then you may be more successful if you don't include it in your application for BIG funding.

**Must I address the review criteria in my application?**

Yes. It is required in [50 CFR 86.43](#). Failure to address the criteria may be grounds for removing your application from consideration and is likely to result in a reduced score if it is not removed altogether.

**PAPERWORK REDUCTION ACT STATEMENT:**

**OMB Control Number: 1018-0100, Expiration Date: 7/31/2021**

We are collecting this information in accordance with the authorizing legislation identified above. Your response is required to obtain or retain a benefit. We will use the information you provide to conduct a competitive review and select projects for funding and, if awarded, to evaluate performance. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid Office of Management and Budget (OMB) control number. We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual time for these activities will vary depending on program-specific requirements. You may send comments on the burden estimate or any other aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, MS BPHC, 5275 Leesburg Pike, Falls Church, VA 22041-3803.