

**U.S. Fish and Wildlife Service
in support of
The North Pacific
Landscape Conservation Cooperative**

**Notice of Funding Availability and
Application Instructions**

**Catalog of Federal Domestic Assistance (CFDA) Numbers:
15.669- Cooperative Landscape Conservation**

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I. Overview

Federal Agency Name: U.S. Fish and Wildlife Service (USFWS) in support of the North Pacific Landscape Conservation Cooperative (NPLCC).

Funding Opportunity Title: USFWS/NPLCC Funding Announcement #1

Catalog of Federal Domestic Assistance (CFDA) Numbers: USFWS, 15.669 - Cooperative Landscape Conservation

Dates: The deadline for submissions is May 9, 2013 by 5pm PDT

Award Information: A total estimated amount of \$50,000 to \$250,000 will be available from USFWS for 1 to 5 projects. The maximum amount that will be awarded to a project is \$75,000. The Northwest Climate Science Center (NW CSC) and the Alaska Climate Science Center (AK CSC) will partner with the NPLCC.

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

Nontribal applicants must show substantive involvement from Tribal entities. Involvement will include subcontracting to Tribal entities or cost-sharing by Tribal entities and statements of support from partnering Tribes or Indigenous Communities.

Application: Proposals should be submitted electronically to nplcc@fws.gov. See Section V for information on how to apply.

II. Funding Opportunity Description

The U.S. Fish and Wildlife Service (USFWS) is seeking project proposals on behalf of the North Pacific Landscape Conservation Cooperative (NPLCC) and will work collaboratively with the Alaska Climate Science Center (AK CSC) and the NW Climate Science Center (NW CSC). This funding opportunity supports the development of climate change science and information relevant to the adaptation and management of subsistence/cultural resources as described below.

In support of the NPLCC 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. USFWS Region 1 (R1) 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 NPLCC Steering Committee and USFWS R1.

All projects selected for funding must be applicable within the geographic area of the NPLCC, which extends from southcentral Alaska to northern California. The north end of that geographic template overlaps with the domain of the Alaska Climate Science Center (AK CSC). The lower end (western Washington and Oregon), intersects with the domain of the Northwest Climate Science Center (NW CSC). Natural and cultural resources within this 200,000 square-mile area are affected by climate change and related large-scale environmental stressors. Details about the NPLCC can be found at <http://northpacificlcc.org/>. Projects selected for funding will help implement the NPLCC Science and Traditional Ecological Knowledge Strategy http://northpacificlcc.org/documents/S-TEK%20Strategy_%20Final_11-2012.pdf.

The NW CSC (<http://www.doi.gov/csc/northwest/index.cfm>) and the AK CSC (<http://www.doi.gov/csc/alaska/index.cfm>) intend to partner on at least two projects selected through this funding opportunity. Projects they partner on will help implement the NW CSC 2012-2015 Climate Science Agenda (<http://www.doi.gov/csc/northwest/upload/NW-CSC-Science-Agenda-2012-2015.pdf>) and the AK CSC's Strategic Plan (<http://www.doi.gov/csc/alaska/upload/Alaska-Climate-Science-Center-Plan-FINAL-DRAFT-10-30-11.docx>).

The goal of the NPLCC and the two CSCs is to jointly fund two projects with common cross-cutting themes with one project located within the area covered by the AK CSC and the other project within the area covered by the NW CSC, both within the footprint of the NPLCC. Project submitters do not need to pair their proposals with others to develop cross-cutting themes. This will occur during project review and selection. The NPLCC, with funding provided by the USFWS, may additionally fund other projects within the range of the NPLCC received through this funding notification.

III. Award Information

A total estimated amount of \$50,000 to \$250,000 USFWS funding for 1 to 5 projects may be awarded under this announcement for supporting NPLCC partners and landscape conservation delivery within the geographic range of the NPLCC. The maximum amount that will be awarded to a project is \$75,000.

Anticipated Start and End Dates: Projects selected for funding will begin in summer or fall 2013. Projects should be completed within 2 years of their start dates unless the proposal specifically states otherwise and explains to why a longer period of time is necessary to complete the work.

Partial Funding: USFWS R1 reserves the right to offer partial funding to submissions by funding discrete activities, portions, or phases of the proposed project. If USFWS R1 decides to partially fund the proposed project, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposed project, or portion thereof, was evaluated and selected, and that maintains the integrity of the competition and the selection/evaluation process.

Acknowledgement: The NPLCC (and the AK CSC and NW CSC if applicable) must be appropriately acknowledged in all products, tools and deliverables as well as websites, publications and tools where the project/products is described and/or made available. The NPLCC and the CSCs logos will be available as needed for acknowledgements.

IV. Eligibility and Matching

Applicant Eligibility: Federal, State, Tribal, Canadian, and other public or nonprofit private agencies, institutions, and organizations are eligible; "for-profit" organizations are not, although consultants may be subcontracted for specialized work.

Nontribal applicants must show substantive involvement from Tribal entities. Involvement should include subcontracting to Tribal entities or cost-sharing by Tribal entities and statements of support from partnering Tribes.

Eligible Activities: Projects must clearly identify a management application, be located within the geographic range of the NPLCC, and must address one of the following eligible activities:

- 1) Support assessment of climate-related impacts and adaptation planning for non-salmonid anadromous fish of cultural or subsistence significance (e.g. eulachon or lamprey). Project objectives may include any of the following:
 - a. Assess the vulnerability of non-salmonid anadromous fish populations to climate change within the geographic area of the NPLCC.
 - b. Explore or test methods to increase resiliency against climate-related impacts.
 - c. Investigate adaptation options and the needed support for their implementation.

- 2) Support assessment of climate-related impacts and adaptation planning for cultural and/or subsistence resources that are traditionally gathered or hunted (e.g., basketry materials, berry or nut trees and bushes, roots or bulbs, wildlife, or shellfish; but not fish). Projects objectives may include any of the following:
 - a. Assess the vulnerability of cultural and/or subsistence resources that are traditionally gathered or hunted and test or explore potential adaptation actions.
 - b. Explore mechanisms for resiliency and which practices maintain the viability of certain populations of plant/animal species in place over time.
 - c. Investigate adaptation options and the needed support for their implementation.

In all cases, expected products include a description of the process used to assess the vulnerability of these resources and/or to select adaptation options. Likewise, a general summary of recommendations related to full implementation of adaptation actions will be required. The intent of these products will be to provide a suite of “lessons learned” that can be used more widely across the NPLCC, AK CSC and NW CSC domains, while also recognizing the sensitive nature of some types of Traditional Ecological Knowledge.

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

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

Sensitivity of Tribal/First Nations Knowledge: The NPLCC, AK CSC, and NW CSC recognize that knowledge and data held by indigenous people may be sensitive and that tribes may not wish to publicly share information from studies that use a Traditional Ecological Knowledge approach. We respect the need for sensitivity and heightened awareness when working with tribal partners. Therefore, we will work with tribes at the beginning of projects to identify issues and find a path forward that meets tribal needs as well as providing as much access to valuable data and products as possible.

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.

V. Application and Submission

Proposal Format: Please deliver your proposals in MS WORD or Portable Document Format (PDF) using the project format included in Section IX. Your proposal should be no more than 4 pages long, not including budget, literature cited, and principal investigator(s)' resume. Proposals that exceed the page limit or do not follow the project proposal format (Section IX) may be disqualified for consideration.

Submission: Electronic submissions are preferable. **Please email your proposals to: nplcc@fws.gov**
If you do not have the capability to submit electronically, please contact Mary Mahaffy at 360-753-7763/mary_mahaffy@fws.gov or John Mankowski at 360-534-9330/john_mankowski@fws.gov.

Deadline: Submissions are due by May 9, 2013 by 5pm PDT. The NPLCC Coordinator will determine timeliness by reviewing the date and time of electronic submission. Late submissions will not be reviewed or considered absent compelling circumstances which justify the acceptance of a late submission.

Funding Restrictions: See Eligibility - Ineligible Activities (above).

Confidentiality: Applicants may claim all or a portion of their project submission as confidential business information. Applicants must clearly mark submissions or portions thereof which they claim as confidential. If no claim of confidentiality is made, USFWS R1 is not responsible to maintain confidentiality. Note that data produced under a Federal award is subject to the Freedom of Information Act.

Requirements for Non-federal Applicants:

- A. Budget Information for Non-Construction Programs (SF-424A)** - Use SF-424A for your budget, available online at <http://apply07.grants.gov/apply/FormLinks?family=15>.
- B. Application for Federal Assistance (SF-424)** – Include the completed SF-424 Application for Federal Assistance, available online at <http://apply07.grants.gov/apply/FormLinks?family=15>.
- C. Assurances** - Include the signed and dated **Assurances for Non-Construction Programs (SF-424B)**, available online at <http://apply07.grants.gov/apply/FormLinks?family=15>.
- D. Disclosure of Lobbying Activities** - Under Title 31 of the United States Code, Section 1352, applicants must complete and submit with their application the SF-LLL Disclosure of Lobbying Activities form (available online at <http://apply07.grants.gov/apply/forms/sample/SFLLL-V1.1.pdf>) when they have made payment or have agreed to make payment to any lobbying entity for 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 in connection with the awarding of or the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, cooperative agreement, or loan. Recipients may not use funds awarded under a Federal grant or cooperative agreement to conduct such lobbying activities.

Application Checklist

- Project Proposal (see format in Section IX) (Due by 5/9/13)
- A complete SF-424A Budget Information form (Due by 5/9/13)
- A complete, signed and dated SF 424-Application for Federal Assistance (Due by 6/7/13)
- Signed and dated SF-424B Assurances form (Due by 6/7/13)
- If applicable, completed SF-LLL form (Due by 6/7/13)

VI. Application Review

Evaluation Criteria: Projects will be ranked based on the following criteria:

- 1) Clarity and responsiveness: Proposal should clearly describe the proposed work, including goals, methods, and the expected outcomes of the project. Proposals will be evaluated in terms of how clearly and directly they address one or both of the eligible activities listed above.
- 2) Scientific/Professional Merit: Soundness of technical approach, including design, objectives, and scientific viability of the project.
- 3) Capabilities of the project team: Ability of the project team to accomplish the work, including staff capabilities.
- 4) Relevance to management decisions: Identifies conservation and sustainable resource management decisions that the project products or outcomes would inform or support. Descriptions of decision types, specific decisions, and decision-making entities that could potentially benefit from the information will be useful to evaluators.
- 5) Budget and Partnerships: Reasonable and appropriate budget for the level of work proposed and expected benefits to be achieved. Consideration will be given to matching funds, cost-sharing, and/or in-kind support.
- 6) Scope and scalability: Proposals should address multiple issues, issues that are relevant across the NPLCC geography and/or issues of interest and concern to multiple tribes/Nations. More narrowly focused proposals should describe how they can be scaled or transferred to other geographic areas within the NPLCC, other issues, or other Tribes/ First Nations.

Review and Selection Process: Recommendations for funding will be based on an evaluation of proposals against the Evaluation Criteria. The selection process will not penalize the applicant for submitting more than one proposal.

Project proposals will be evaluated through the following review process:

- 1) Submissions will be screened by the NPLCC Coordinator and CSC Directors, or their respective Science Coordinators upon receipt, for eligibility and conformance to the announcement provisions.

- 2) Individuals from the NPLCC Science/TEK Subcommittee Work Group and reviewers collaborating with the NW and AK CSCs will independently evaluate all proposals against the evaluation criteria. Reviewers will abstain from reviewing any proposals where a conflict of interest could be perceived.
- 3) The review team will prepare a list of projects recommended for funding with special consideration for projects that can be jointly funded by the NPLCC, the AK CSC and the NW CSC. The compiled list of individual evaluations and recommendations will be provided to the NPLCC Steering Committee (or an Ad Hoc Steering Committee Work Group) for approval. USFWS R1 has final discretion of projects to be funded using USFWS funds. Directors from the AK CSC and NW CSC will approve any projects they partner on.
- 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 for the proposals that have been selected will be asked to submit final application packages.

Schedule:

Deadline for Submissions (proposal and budget)	May 9, 2013
Reviews	May 10-24, 2013
Applicants Notified	May 31, 2013
Final Application Packages due (all forms)	June 7, 2013

VII. Proposal and Award Administration

Award Notices: Following review, 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 (FedEx, DHL, Airborne Express). 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:

- 1) A comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work;
- 2) A description of reasons why established goals were not met, if appropriate;
- 3) Executive Summary
- 4) Project explanation or Study Design

- 5) Methods or Application
- 6) Recommendations for use, application or next steps
- 7) 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

USFWS/NPLCC:

John Mankowski, NPLCC Coordinator
john_mankowski@fws.gov; 360-534-9330

or

Mary Mahaffy, NPLCC Science Coordinator
mary_mahaffy@fws.gov; 360-753-7763

For questions related to partnering by the Climate Science Centers:

Steve Gray, AK CSC Director
sgray@usgs.gov; 907-786-6780

and

Gustavo Bisbal, NW CSC Director
gbisbal@usgs.gov; 541-737-2525

IX. PROJECT PROPOSAL FORMAT (Please limit to 4 pages - not including budget, resumes for project leader(s), or literature cited)

Project Title:

Funding Announcement #1

Project Leader or Principal Investigator responsible for completion of project (*Name, organization, email address, phone number*):

Cooperators/Partners (*name, affiliation, email address, phone*) **and anticipated project contributions:**

Project Summary: (*3 sentences target*)

Project Proposal: *Provide a brief description.*

Objective and Need: *What will you accomplish? How will this project contribute to the NPLCC goals? What is the need within the NPLCC landscape?*

Methods: *How will the objectives be attained? What work activities or tasks will be done? Include specific procedures, methodologies, or protocols. Will there be any key cooperators, and what will their role be (identify any in-kind support provided)?*

Geographic Extent: *Describe the geographic area for both project focus and ability to extrapolate information.*

Timeline of Schedules, Products and Outcomes: *Provide a timeline with dates and tasks. Identify products and outcomes. Include key project work items and dates for events such as start-up, interim milestones, presentations, deliverables, submittal of final report, and project completion.*

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

Budget: A completed SF-424A (Non-Construction Programs) is required for nonfederal applicants (<http://apply07.grants.gov/apply/FormLinks?family=15>). Federal applicants are not required to use the SF-424A; however, they should include the same budget information, including match, in their applications.