



— BUREAU OF —
RECLAMATION

Request for Applications

Upper Basin Environmental Drought Mitigation (B2E)

Inflation Reduction Act of 2022, Section 50233

Upper Colorado Region Office



Mission Statements

The U.S. Department of the Interior protects and manages the Nation's natural resources and cultural heritage; provides scientific and other information about those resources; and honors its trust responsibilities or special commitments to American Indians, Alaska Natives, and affiliated Island Communities.

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

Synopsis

Federal Agency Name:	Department of the Interior, Bureau of Reclamation, Upper Colorado Basin Region
Announcement Title:	Upper Basin Environmental Drought Mitigation (B2E)
Announcement Type:	Request for Applications (RFA)
Assistance Listing Number:	15.567 Colorado River System Conservation Pilot
Dates: (See RFA Sec. D.3)	Application due date: October 14, 2024, 11:59 p.m. Mountain Daylight Time
Eligible Applicants: (See RFA Sec. C.1)	Applicants must be a public entity or Tribe within the Upper Colorado River Basin. This may include federal agencies, State governments, county governments, city or township governments, special service district governments, federally recognized Tribes or Tribal organizations as defined by 25 U.S.C. 5304(e). Eligible applicants are encouraged to partner with non-government organizations and stakeholders.
Available Federal Funding: (See RFA Sec. B.1)	Reclamation has \$450M of remaining funding for IRA Section 50233 projects in the Upper Colorado River Basin, which will be utilized to fund projects selected under this program.
Minimum Project Funding: (See RFA Sec B.2)	Minimum project size that will be considered for funding is \$300K.
Intergovernmental Review: (See RFA Sec. D.5)	This RFA is not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs." A list of states that have elected to participate in the intergovernmental review process is available on whitehouse.gov .

Application Checklist

The following tables contain a summary of the information that applicants are required to submit.

√	Mandatory Application Components	Section
	Mandatory Federal Forms: <ul style="list-style-type: none"> • SF-424: Application for Federal Assistance, Office of Management and Budget (OMB) • SF-424A: Budget Information—Non-Construction Programs (OMB) OR SF-424C: Budget Information—Construction Programs (OMB) • SF-424B: Assurances—Non-Construction Programs (OMB) OR SF-424D: Assurances—Construction Programs (OMB) 	D.2.2
	Unique Entity Identifier and System for Award Management (SAM) registration	D.2.3
	Technical Proposal (use Project Narrative Attachment Form to upload in grants.gov)	D.2.4
	Budget Proposal	D.2.5
	Budget Narrative (use Budget Narrative Attachment Form to upload in grants.gov)	D.2.6

√	Recommended Application Components	Section
	Environmental and cultural resources compliance	H.1
	Conflict of interest disclosure statement	D.2.7
	Uniform audit reporting statement	D.2.8
	Certification Regarding Lobbying	D.2.9
	SF-LLL : Disclosure of Lobbying Activities (required, if applicable) (OMB)	D.2.10
	Letters of Support	D.2.11
	Project Abstract Summary	D.2.12

Contents

Section A. Program Description	1
A.1. Authority.....	1
A.2. Background, Purpose, and Program Requirements.....	1
Section B. Federal Award Information.....	3
B.1. Total Funding.....	3
B.2. Minimum Project Funding.....	3
B.3. Cost Share	3
B.4. Expected Award and Anticipated Dates.....	3
B.5. Instrument to Fund Selected Projects.....	3
B.6. Duration of Projects.....	4
Section C. Eligibility Information	4
C.1. Eligible Applicants.....	4
C.2. Ineligible Applicants	4
C.3. Eligible Projects	4
C.4. Ineligible Projects.....	5
Section D. Application and Submission Information.....	6
D.1. Address to Request Application Package	6
D.2. Content and Form of Application Submission.....	6
D.3. Application Submission Date and Time.....	14
D.4. Funding Restrictions	14
Section E. Application Review Information	17
E.1. Application Review Information	17
Section F. Federal Award Administration Information.....	19
F.1. Federal Award Notification.....	19
F.2. Administrative and National Policy Requirements	20
F.3. Reporting Requirements and Distribution.....	25
F.4. Data Availability (2 CFR §1402.315).....	27
F.5. Recipient Service Delivery Option.....	28
Section G. Federal Awarding Agency Contact(s).....	29
G.1. Reclamation Financial Assistance Contact	29
G.2. Reclamation Program Coordinator Contact.....	29
Section H. Other Information	30
H.1. Environmental and Cultural Resource Considerations.....	30
H.2. Environmental Statutes.....	31
National Environmental Policy Act	31
H.3. Endangered Species Act.....	33

Section A. Program Description

A.1. Authority

The Bucket 2 Ecosystem (B2E) financial assistance program is authorized under the Inflation Reduction Act (IRA) which became Public Law 117-169 on August 16, 2022. Section 50233 of that law gives authority to distribute funds in the form of grants, contracts, or financial assistance agreements to public entities and tribes for the purpose of mitigating the effects of drought. The law specifically allows funding for projects that provide environmental benefits and restoration to ecosystems and habitats that have been damaged by the impacts of the drought (Public Law 117-169 Sec. 50233 part (b)(3)).

SEC. 50233. DROUGHT MITIGATION IN THE RECLAMATION STATES.

(a) DEFINITION OF RECLAMATION STATE. —In this section, the term “Reclamation State” means a State or territory described in the first section of the Act of June 17, 1902 (32 Stat. 388, chapter 1093; 43 U.S.C. 391).

(b) APPROPRIATION.—In addition to amounts otherwise available, there is appropriated to the Secretary (acting through the Commissioner of Reclamation), for fiscal year 2022, out of any money in the Treasury not otherwise appropriated, \$4,000,000,000, to remain available through September 30, 2026, for grants, contracts, or financial assistance agreements, in accordance with the reclamation laws, to or with public entities and Indian Tribes, that provide for the conduct of the following activities to mitigate the impacts of drought in the Reclamation States, with priority given to the Colorado River Basin and other basins experiencing comparable levels of long-term drought, to be implemented in compliance with applicable environmental law:

- (1) Compensation for a temporary or multiyear voluntary reduction in diversion of water or consumptive water use.*
- (2) Voluntary system conservation projects that achieve verifiable reductions in use of or demand for water supplies or provide environmental benefits in the Lower Basin or Upper Basin of the Colorado River.*
- (3) Ecosystem and habitat restoration projects to address issues directly caused by drought in a river basin or inland water body.*

A.2. Background, Purpose, and Program Requirements

Of the funds appropriated through IRA Section 50233 there was \$500 million designated for use in the Upper Colorado Basin Region. A portion of those funds are being used to compensate multi-year voluntary reductions in diversion of water which is known as Bucket 1. The remaining funds are designated for Bucket 2, which has two components. B2W provides

compensation for long-term voluntary reductions in water use. B2E provides funding for projects that provide environmental benefits and restoration of ecosystems and habitats impacted by drought. Total funding for Bucket 2 programs will be dispersed between B2W and B2E dependent upon needs of each program and the exact allocation of funding is not known at this time.

Projects considered for funding under B2E must provide environmental benefits or be ecosystem and habitat restoration projects to address issues directly caused by drought in a river basin or inland water body. As required by IRA Section 50233, applicants must be a public entity or Indian Tribe to qualify for funding through this program. Non-Public entities are encouraged to partner and collaborate with public entities.

Eligible projects will provide benefits to the environment, ecosystems, or habitats within the Upper Colorado River Basin or one of its tributaries. Ecosystem and habitat restoration projects must be tied to addressing issues directly caused by drought. Successful projects will provide cost effective long-term environmental, ecosystem, or habitat benefit. Projects will identify practical and feasible improvements or mitigation that have a high probability of successful implementation within 5 years of signed award. Additional consideration will be given to projects that collaborate efforts and resources between multiple stakeholders.

This funding opportunity is in line with the Secretary of Interiors priority to advance President Biden's Investing in America agenda which includes funding to help restore critical habitats and address the drought crisis. This program supports that agenda through identification, selection, and funding of projects that improve poor habitat and ecosystem conditions that have been caused by drought. This program contributes to efforts between, local, state, tribal, and private organizations to collaboratively plan restoration efforts to rivers and water resources across America in harmony with the Secretarial priority to restore and conserve at least 30% of our lands and water by 2030.

Preference may be given to projects that benefit disadvantaged communities as per the Council on Environmental Quality's Climate & Economic Justice Screening Tool (CEJST) advancing the Biden-Harris Administration's Justice40 Initiative. Established by E.O. 14008, the Justice40 Initiative has made it a goal that 40% of the overall benefits of certain federal investments, such as climate, clean energy, and other federal investments accrue to disadvantaged communities.

Section B. Federal Award Information

B.1. Total Funding

There is \$450 million of remaining funds available for projects funded under Section 50233 of IRA in the Upper Colorado Basin. The total funding for B2E from this allocation has not been determined. Funds remain available for award and obligation until September 30, 2026.

Funding is provided for planning, design, and construction of environmental, ecosystem and habitat projects (see Section D Eligible Projects). This announcement is one of the mechanisms devised by Reclamation to implement Section 50233. Reclamation continues to evaluate other funding options to implement Section 50233 in addition to this announcement.

B.2. Minimum Project Funding

Projects under \$300K will not be considered for funding under this announcement.

B.3. Cost Share

There is no requirement for cost sharing, though it is encouraged.

B.4. Expected Award and Anticipated Dates

Awards are anticipated to be announced in late 2024 or early 2025. All awarded applications will be transmitted to USASpending.gov and be viewable by the public.

B.5. Instrument to Fund Selected Projects

Project awards will be made through Federal Financial Assistance grants or cooperative agreements as defined by 2 CFR 200 as applicable to each project. No P.L. 93-638 awards will be made as a result of this solicitation. If a cooperative agreement is awarded, successful applicant should expect Reclamation to have substantial involvement in the project, as follows:

- Collaboration and participation with the successful applicant in the management of the project and close oversight of the successful applicant's activities to ensure that the program objectives are being achieved.
- Oversight may include review, input, and approval at key interim stages of the project.

B.6. Duration of Projects

Projects must be completed and fully expended by September 30, 2031.

Section C. Eligibility Information

C.1. Eligible Applicants

The eligible applicants are:

Federal agencies, State governments, county governments, city or township governments, special district governments, Federally recognized Tribes or Tribal organizations as defined by 25 U.S.C. 5304(e) within the Upper Colorado River Basin of the Bureau of Reclamation. Eligible applicants are encouraged to partner with non-government organizations and stakeholders.

C.2. Ineligible Applicants

Ineligible applicants are:

- Any state, county, city or township, special district, or Federally recognized Tribes or Tribal organizations outside the Upper Colorado Region of the Bureau of Reclamation.
- An entity that is not a political subdivision of a state or federal government or is not a tribe.
- Reclamation conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award and ineligibility conditions apply to this federal program. If entities or key project personnel are 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, Reclamation cannot award funds to them.

C.3. Eligible Projects

Eligible projects are those that provide environmental benefits or ecosystem and habitat restoration projects to address issues directly caused by drought in a river basin or inland water body.

Eligible project applications must show that they can be completed within the allotted timeframes outlined in Section B.6. Duration of Projects.

Projects that leverage funds from multiple private, state, or federal funding sources are encouraged. However, combined funding from all sources cannot exceed the total project budget. Federal funds should not be used to displace existing project funding.

Types of eligible projects that restore ecosystem and habitat of plants, animals, or fish that were impacted by drought include but not limited to:

- Create connectivity of waterways, habitats, and ecosystems.
- Restore streams that have increased erosion rates because of drought.
- Improve water quality that has decayed because of drought.

C.4. Ineligible Projects

Ineligible projects under this funding opportunity include:

- Projects in direct support of litigation of any kind.
- Projects that will not be completed in the timeframe given in section B.6. Duration of projects.

Section D. Application and Submission Information

D.1. Address to Request Application Package

This document contains all information, forms, and electronic addresses required to obtain the information required to submit an application. If you are unable to access this information electronically, you can request paper copies of any of the documents referenced in this funding announcement by emailing the Upper Colorado Region staff at ucbefficiency@usbr.gov.

D.2. Content and Form of Application Submission

All applications will conform to the requirements described in this document. Applications will be screened for completeness and compliance with the provisions of this notice.

D.2.1. Application Format and Length

The total technical proposal section (defined below) will be limited to a maximum of 40 consecutively numbered pages (not including appendices or required forms). The font shall be at least 12 points in size and easily readable. Page size shall be 8½ by 11 inches, including charts, maps, and drawings. Margins should be standard 1-Inch margins. Oversized pages will not be accepted.

D.2.2. Required Forms and other Application Content

The application must include the following elements to be considered complete:

- SF-424 Application for Federal Assistance. A completed SF-424, Application for Federal Assistance signed by a person legally authorized to commit the entity to performance of the project must be submitted with the application. Applications must include a valid UEI. See section F for additional information.
- SF-424A Budget Information Form. A completed SF-424A Budget Information must be submitted with the application.
- SF-424B or SF-424D Assurances Form. A SF-424B Assurances for Non-Construction Programs signed by a person legally authorized to commit the entity to performance of the project must be submitted with the application.
- Technical Proposal (see Section D.2.4), Budget Proposal (see Section D.2.5), Budget Narrative (see Section D.2.6)

D.2.3. Unique Entity Identifier, System for Award Management (SAM), and Uniform Audit Reporting Statement

Each applicant, unless excepted under 2 CFR 25.110 (c), or has an exception approved by the federal award agency under 2 CFR 25.110 (d), is required to:

- Be registered in SAM before submitting an application. Instructions for registering are available at <https://sam.gov/content/home>.
- Provide a valid UEI in its application. You are required to register in SAM.gov prior to submitting a federal award application and obtain a Unique Entity Identifier (UEI). A UEI will be assigned to entities upon registering with SAM.
- Maintain an active SAM registration with current information at all times during which it has an active federal award or plan under consideration by a federal award agency.
- All applicants expending \$750,000 in U.S. dollars or more in federal award funds in your organization's fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System in accordance with 2 CFR Section 200 subpart F. U.S. state, local government, and federally recognized Indian Tribal Organizations, must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year.

D.2.4. Technical Proposal Content

Submission of a technical proposal is required. While an application will not be removed from consideration if the technical proposal does not address each of the listed items, it is highly recommended that applicants address each component listed below to ensure that your proposal is complete. An incomplete proposal may affect the likelihood of awarding a grant/cooperative agreement under this announcement. *It is strongly recommended that applicants copy and paste the Key Project Priorities and appropriate Detailed Project Description considerations in this section into their applications to ensure that all necessary information is adequately addressed.*

Title Page

Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, e-mail address, and telephone number of the Project Manager.

Table of Contents

List all major sections of the proposal in the table of contents.

Executive Summary

The executive summary should include:

1. *Applicant Information:* date, applicant name, city, county, and state.
2. *General Description:* Provide a general description of the project and relate how the project will provide ecosystem or habitat restoration benefits that address issues directly caused by drought.
3. *Need for Project:* Describe the specific need to be addressed by the proposed project including the current or historic conditions of the project area.
4. *Anticipated Results/Benefits:* Briefly describe the expected benefits of the proposed project related to environmental benefits, ecosystems or restoration of habitat directly impacted by drought, as well as any other direct benefits associated with the proposed project's implementation.
5. *Project Timeline:* State the length of time and estimated completion date for the proposed project (month/year).
6. *Project Cost Estimate:* Total cost of the proposed project including other funding sources and the funding amount being requested from Reclamation.

Proposed Project Location

Provide specific information on the proposed project area, including a map showing the geographic location and a brief narrative. Provide at least one map in PDF format with sufficient project details to understand the location of all elements of the proposal. Multiple maps may be necessary to accurately depict the proposal in its entirety. If you are selected for funding, Reclamation may request additional detail regarding your project location.

Key Project Priorities

Proposals submitted for consideration will be evaluated based upon project eligibility and the substance of the responses to the project priority factors discussed below. Descriptions provided under this section will assist in the complete and accurate evaluation of your proposal. Projects may be prioritized to best meet the program purposes as outlined above.

It is strongly recommended that applicants expressly address each of the evaluation considerations in this section in their applications to ensure that all necessary information is adequately addressed. Responses should inform the reviewer regarding all topics in the questions provided below and clearly demonstrate how the factors align with the program purpose described in Section A.2.

Evaluation Considerations:

- What is the ecosystem or habitat issue that was directly caused by drought that will be improved or mitigated by this project? Please describe the current state of the ecosystem or habitat and how this project will modify these systems.
- What is the severity of impact that was caused by the drought?

- Explain why this proposal provides an effective solution to the issue that was caused by the drought?
- Provide a summary of the strategies and actions that will be used to restore ecosystems and habitat (is the plan supported by science, how?).
- What are the expected ecosystem and habitat or environmental benefits? To the extent possible, please quantify anticipated benefits.
- In addition to ecosystem, habitat, or environmental benefits, are there other benefits that might result with successful implementation of the project (e.g., safety, health, economic, etc.)? Please explain.
- Which community/city/stakeholders will benefit the most from completion of the project?
- Does this project benefit a disadvantaged community as defined by the Council on Environmental Quality's Climate & Economic Justice Screening Tool?
- Are there components of the proposal that could conflict with or enhance existing federal projects or facilities?
- Are there any components of the proposal that could affect species listed as threatened or endangered under the Endangered Species Act?
- Is this project scalable, if so, how? Is this project part of a larger organized effort, if so, where does this fit into the bigger picture of that effort?
- If applicable, provide a summary of the partnerships and contributions that have been made in support of this project. This would include individuals or organizations that have contributed to planning, design, funding, or contribution of other resources.

In addition to the listed evaluation considerations, project feasibility and readiness to proceed are key project priorities that will be evaluated based on information included in the project description.

Project Description

The technical project description should describe the work for which the funding will be used, including any specific activities the work will accomplish. This section is an opportunity for the applicant to provide a clear description of the technical nature of the project and to address any additional information reviewers may need to understand all aspects of the project. Include enough detail on the proposed project to permit a comprehensive evaluation of the proposal. Illustrative photographs may be useful in communicating aspects of the project.

Below is a list of recommended project details to provide in your application, as applicable. This level of detail will allow for a comprehensive understanding and evaluation of the proposal.

- Identify type of action and project location (e.g., planning activity, design, research/inventories/assessments, construction).
- Describe type of project (e.g., small water storage, stream restoration, drought resiliency, water efficiency, etc.)
- Identify preferred project construction timing (if applicable) and any timing restrictions.
- Identify all aspects of the proposed project including work areas, staging areas, borrow areas, and access routes. Provide size/length of areas/routes if known.
- Identify steps necessary (construction, clearing, trenching, grading, equipment removal/replacement, demolition, stabilization, replanting, etc.) to complete the proposed project. Describe all earth-disturbing work (and size of disturbance if known) and the potential consequences of the disturbance.
- Identify any managing partners or agencies involved (such as other state or federal agencies, NGOs, etc.) for this proposed project, if applicable and note if they have been contacted about this project. Has consent been provided by other entities, if needed, for this project?

Describe in detail the project tasks. For each task, describe planned activities and expected outcomes and milestones.

Describe the staff levels and expertise, the number of staff hours, and the schedule for completing each task.

Provide the location of the proposal and all appurtenant site details as they relate to this project.

As applicable, provide figures to describe the proposed technology or approach. *The sole intention of this section is to provide an understanding of the technical aspects of the project. Please note: if the work for which the applicant is requesting funding is a phase of a larger project, please only describe the work reflected in the budget and exclude description of other activities or components of the overall project. Please do not duplicate information.*

Environmental and Cultural Resources Compliance

Compliance with National Environmental Policy Act (NEPA), Endangered Species Act (ESA), and National Historic Preservation Act (NHPA) (as further detailed in Section H.2) will be required for all funded projects. Further, monitoring, measurement, or other field work may be required to complete environmental and cultural resources compliance, with some of the field work also requiring individual compliance to be provided by the applicant. Application will indicate status of compliance and impacts to tasks and budget, if applicable.

Required Permits or Approvals

Federal, state, tribal, and/or county permits or approvals may be required to implement the proposed project. In the application, state whether the project will require any permits or approvals and explain the plan and schedule for obtaining these permits or approvals.

If a proposal includes improvements to Federal facilities, Reclamation may also require additional reviews and approvals prior to implementation to ensure Reclamation can approve any necessary easements, land use authorizations, or special permits consistent with the requirements of 43 CFR §429 and that the development will not impact or impair project operations or efficiency.

D.2.5. Budget Proposal

Submission of a budget proposal is required. The total project cost is the sum of all allowable items of costs, including all voluntary public entity or Tribal contributions, third-party contributions, and indirect costs that are necessary to complete the project. The budget proposal should include detailed information on the categories listed below and must clearly identify all items of cost, including voluntary contributions by the public entity or Tribe, third-party in-kind contributions costs that will be covered using the funding requested from Reclamation.

- Costs to be reimbursed with the requested federal funding.
- Voluntary Costs to be paid by the entity, though not required by legislation.
- Value of third-party contributions.

Costs, including the valuation of third-party in-kind contributions, must comply with the applicable cost principles contained in 2 CFR Section 200, available at the Electronic CFR (www.ecfr.gov). Applicants are strongly encouraged to review the procurement standards for federal awards found at 2 CFR Section 200.317 through Section 200.326 before developing their budget proposal.

Environmental and cultural resource compliance and permitting/approval costs are considered project costs, including those costs incurred by Reclamation, and will need to be included as a separate line item. You may include indirect costs that will be incurred during the project, which will not otherwise be recovered, as part of your project budget. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable cost principles for your organization as a separate line item.

D.2.6. Applicants need to provide a budget proposal that sufficiently addresses the budget items outlined in Appendix B. Budget Narrative

Submission of a budget narrative is required. The budget narrative provides a discussion of, or explanation for, items included in Section B of the SF-424A. If selected for award, successful applicants will need to submit detailed supporting documentation for all budgeted costs. The budget narrative provides a discussion of, or explanation for, items included in the budget proposal. The narrative should describe the basis for and purpose of all cost elements.

Project Partners/Participants List significant participants and the contribution(s) they will make or tasks for which they will be responsible (to the extent that these details are yet known).

Guidance regarding how to prepare a budget narrative is provided in APPENDIX B.

D.2.7. Conflict of Interest Disclosure Statement

Per the Financial Assistance Interior Regulation, [2 CFR §1402.112](#), all applications must state if any actual or potential conflict of interest exists at the time of submission.

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 subrecipients, the conflict-of-interest provisions in [2 CFR §200.318](#) applies.

Notification

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose, in writing, any conflict of interest to the Department of the Interior 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 Reclamation financial assistance officer in writing of any conflicts of interest that may arise during the life of the award, including those reported by subrecipients.

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 §18](#) and [31 U.S.C. §1352](#).

Review Procedures

The financial assistance officer will examine each conflict-of-interest disclosure based on 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.

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 §200.339, Remedies for noncompliance](#), including suspension or debarment (see also [2 CFR §180](#)).

D.2.8. Uniform 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 within an applicant's fiscal year, must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#) in accordance with [2 CFR §200 Subpart F](#). U.S. State and local governments, Federally recognized Indian Tribal governments, and non-profit applicants must state if their organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If the applicant's organization was required to submit a Single Audit report for the most recently closed fiscal year, the applicant must provide the Employer Identification Number associated with that report and state if the number is available through the [Federal Audit Clearinghouse](#) website.

D.2.9. Certification Regarding Lobbying

Applicants must certify to the statements in [43 CFR §18, Appendix A](#). The authorized official's signature on the appropriate SF-424 form also represents the applicant's certification of the statements in 43 CFR § 18, Appendix A.

D.2.10. Disclosure of Lobbying Activities (if applicable)

If the applicant has made, or agreed to make, payment to any lobbying entity in an attempt to influence, or attempt 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 a covered Federal action, Reclamation will require applicants to complete and sign an SF-LLL, *Disclosure of Lobbying Activities* form. Note— a contractor or other entity cannot submit this form on an applicant's behalf.

D.2.11. Letters of Support (if applicable)

Applicants should include letters from interested stakeholders supporting the proposed project, if applicable. To ensure Reclamation accurately reviews all proposals, applicants may attach any letters of support/partnership letters as an appendix. Reclamation will not consider letters of support received after the application deadline for this RFA in evaluating an applicant's proposed project. These letters do not count within the 40-page maximum.

D.2.12. Project Abstract Summary (optional)

The applicant may complete and submit the [Project Abstract Summary form](#) with the application package. This must include:

- funding opportunity number,
- goals and objectives of the proposed project,

- summary of project activities,
- performance goals including milestones and expected outcomes, and
- the intended beneficiaries, and any subrecipient activities, if known.

D.3. Application Submission Date and Time

Due Date of Application

10/14/2024 by 11:59 pm Mountain Standard Time

Late applications will not be considered unless it is determined that a delay was caused by Reclamation mishandling.

Application Delivery Instructions

Applications must be submitted electronically by Email to UCBefficiency@usbr.gov. By mail or United States Postal Service overnight services:

Bureau of Reclamation
Attn: Acquisition Management Division
Wallace F. Bennett Federal Building
125 South State Street
Salt Lake City, UT 84138-1102

Acknowledgement of Application Receipt

For mail-in and email application submission, applicants will receive an e-mail acknowledging receipt from Reclamation.

D.3.1. Anticipated Announcement and Federal Award Date

Reclamation expects to contact potential award recipients and unsuccessful applicants in Spring of 2025, subject to the timing and number of final appropriations. Reclamation will award financial assistance agreements to selected applicants that successfully pass all pre-award reviews and clearances. Reclamation will contact any award recipients individually to discuss the time frame for the completion of their agreement.

D.4. Funding Restrictions

Pre-award costs are those incurred prior to the effective date of a federal award and are necessary for the efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award.

Pre-award costs are related to the planning and design of the project including, but not limited to engineering and design, modeling, environmental and cultural studies, and permitting. If the proposed project is selected, Reclamation will review the pre-award costs to determine if they are consistent with program objectives and are allowable in accordance with the authorizing legislation. Proposed pre-award costs must also be compliant with all applicable administrative and cost principles criteria established in 2 CFR §200 and all other requirements of this funding opportunity. Incurrence of pre-award costs is not authorized without prior written approval of the awarding Grants Officer. Per 2 CFR §200.458, pre-award costs are those incurred prior to the effective date of the Federal award or subaward directly pursuant to the negotiation and in anticipation of the Federal award where such costs are necessary for efficient and timely performance of the scope of work.

Note: Any costs incurred in the performance of the project prior to the issuance of a financial assistance award is undertaken at a recipient's own risk. No legal liability on the part of Reclamation for any payment may arise until funds are made available, in writing, by a Reclamation Grants Officer.

D.4.1. Environmental and Regulatory Compliance Costs

Reclamation must ensure compliance with Federal environmental and cultural resources laws and other regulations ("environmental compliance"). When applicable, every project funded under this program will have environmental compliance activities undertaken by the applicant and Reclamation, should the application be successful (see section H).

Environmental and regulatory costs may be incurred by both Reclamation and the successful applicant. Depending on the type and complexity of the project and level of potential environmental and cultural impacts of the project, Reclamation may be able to complete its compliance activities without additional cost to the successful applicant. Where environmental or cultural resources compliance requires significant participation by Reclamation, Reclamation will add a line item for costs incurred by Reclamation to the budget during development of the financial assistance agreement and cost shared accordingly (i.e., withheld from the Federal award amount). Reclamation will identify any costs to the applicant associated with compliance during the process of developing a final project budget for inclusion in the financial assistance agreement.

Provision of a clear, detailed project description (Section D.2) will better enable Reclamation to understand the level of effort and estimate the cost required for environmental compliance. A portion of Reclamation's estimated cost to complete environmental compliance activities may be withheld from the initial obligation of Federal funding. After compliance activities are completed, any remaining Federal funding will be obligated to the agreement.

D.4.2. Indirect Costs

The applicant may include indirect costs incurred during the development or construction of a project, which will not otherwise be recovered, as part of the project budget. The applicant must show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the

applicable cost principles for the applicant's organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If the applicant has never received a Federal negotiated indirect cost rate, the project budget may include a de minimis rate of up to 10 percent of modified total direct costs. For further information on modified total direct costs, refer to [2 CFR 200.1](#).

If the applicant does not have a Federally approved indirect cost rate agreement and are proposing a rate greater than the de minimis 10 percent rate, include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on Preparing and Submitting Indirect Cost Proposals is available from the Department's Interior Business Center, Office of Indirect Cost Services.

If Reclamation does select the proposed project for award, the applicant must submit an indirect cost rate proposal with their cognizant agency within 3 months of award. The Federal awarding agency that provides the largest amount of direct funding to the applicant's organization is the cognizant agency for indirect costs, unless otherwise assigned by OMB. If the Department of the Interior is the applicant's organization's cognizant agency, the Interior Business Center will negotiate the indirect cost rate. Contact the Interior Business Center by phone at 916-930-3803 or email at ICS@ibc.doi.gov. Visit the IBC website, for information regarding email submission forms.

Applicants must have an active Federal award before submitting 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 may not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Section E. Application Review Information

E.1. Application Review Information

E.1.1. Eligibility Review

Projects will be reviewed for applicant and Program eligibility based on threshold criteria in Section C. Eligibility Information. An incomplete proposal may affect the likelihood of awarding a grant/cooperative agreement under this announcement.

E.1.2. Merit Review of Applications

Projects will not be ranked or scored; however, a merit review of proposals will be conducted to evaluate the completeness of responses to the Technical Proposal contents in Section D.2. Technical Proposal, Budget Proposal, and Budget Narrative. The merit review will also identify any reasons why a proposed project would not be feasible or otherwise advisable.

Merit Review Criteria:

- Application completeness. The Review Team will evaluate applications based on the extent and quality of the applicant’s project proposal and overall approach. Specifically, the Review Team will evaluate the cohesiveness of the applicant’s project approach described throughout the application and how the overall strategy fits together to meet the goals and objectives of this program.
- Program Priority Alignment. The extent to which the project, if successfully carried out, will make an important contribution to restoring a habitat or ecosystem from impacts directly caused by drought for the extended future through cohesive efforts.
- Benefit of the project. Consideration of benefits in all areas including but not limited to ecosystem, habitat, water conservation, disadvantaged communities.
- Collaboration. Review of support from stakeholders with consideration of partnerships, resolutions of governing boards, letters of support from stakeholders, commitments of time money and resources, etc.
- Project Approach and Feasibility.
 - The extent to which the concept, design, methods, analyses, and technologies are properly developed, well-integrated, and appropriate to the aims of the project.
 - The likelihood that the proposed work can be accomplished within the proposed time and budget by the investigators or the technical staff, given their experience and expertise, past progress, available resources, institutional/organizational commitment.

E.1.3. Red-Flag Review

The red-flag and programmatic review of all eligible applications will identify any reasons why a proposed project would not be feasible or otherwise advisable, including environmental or cultural resources compliance issues, permitting issues, legal issues, or financial position. Positive or negative past performance by the applicant and any partners in previous working relationships with Reclamation may be considered, including whether the applicant is making significant progress toward the completion of outstanding financial assistance agreements and whether the applicant is in compliance with all reporting requirements associated with previously funded projects. All eligible projects will also be sent to the appropriate offices in Reclamation and the Department for review if applicable.

In addition, during this review, Reclamation will address any specific concerns or questions raised by executive sponsors/leadership, conduct a preliminary budget review, and evaluate the applicant's ability to meet cost share if applicable.

The red-flag review for this funding opportunity will include review by state water administration officials to ensure compliance with state water rights or related state law issues for the state or states in which the proposed project resides.

E.1.4. Managerial Review & Selection

Reclamation will ensure the total amount of all awards does not exceed available funding levels. In addition, during this review, Reclamation will address any specific concerns or questions raised by executive sponsors/leadership as well as conduct a preliminary budget review.

Selections will be made by the Bureau of Reclamation based on the merit review of the proposal and alignment with the program purpose as evaluated, and Administration and Agency priorities. After completion of the Managerial Review and selection process, Reclamation will notify applicants whose proposals have been selected for award consideration.

Federal Award Performance Integrity

Prior to making an award, Reclamation is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (see 41 U.S.C. Section 2313).

Applicants, at their option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about themselves that a federal awarding agency previously entered and that is currently in the designated integrity and performance system accessible through SAM. Reclamation will consider any comments by the applicant, in addition to the other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing the review of risk posed by applicants as described in 2 CFR Section 200.205 federal awarding agency review of risk posed by applicants.

Section F. Federal Award Administration Information

F.1. Federal Award Notification

Awards are based on the application submitted to, and approved by, Reclamation and are subject to the terms and conditions incorporated into the Notice of Award either by direct citation or by reference to the following: Federal regulations, program legislation or regulation, and special award terms and conditions. *The duration of an agreement is based on the period of performance as stated on the project proposal.*

The certifying Grants Management Officer will notify the recipient via email with a fully executed and signed Notice of Award with the required terms and conditions. Recipient acceptance of a Federal award from Reclamation carries with it the responsibility to be aware of and compliance with all terms and conditions applicable to the award. Recipients indicate their acceptance of the Federal award by starting work, drawing down funds, or accepting the award via electronic means. Awards cannot be finalized, until the recipient completes enrollment in the Department of the Treasury, [Automated Standard Application for Payments \(ASAP\) System](#).

Environmental Review

Reclamation will forward the proposal to the appropriate Reclamation regional or area office for completion of environmental compliance, if applicable. The financial assistance agreement will describe how Reclamation will carry out environmental compliance. Ground-disturbing activities (e.g., installation of a stream gage, biological or water quality surveys and monitoring, excavation, or other construction activities, etc.) may not occur until environmental compliance is complete and the awarding Reclamation Grants Officer issues a Notice to Proceed.

Budget Analysis and Business Evaluation

A Reclamation Grants Officer will also conduct a detailed budget analysis and complete a business evaluation and responsibility determination. During this evaluation, the Reclamation Grants Officer will consider several factors that are important, but not quantified, such as:

- allowability, allocability, and reasonableness of proposed costs,
- financial strength and stability of the applicant,
- past performance, including satisfactory compliance with all terms and conditions of previous awards, such as environmental compliance issues, reporting requirements, proper procurement of supplies and services, and audit compliance, and
- adequacy of personnel practices, procurement procedures, and accounting policies and procedures, as established by applicable OMB circulars.

F.2. Administrative and National Policy Requirements

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

Automated Standard Application for Payments Registration

The ASAP staff will send the information on the enrollment process for recipients, including the enrollment initiation form, to the recipient if selected for an award. All applicants must be willing to process payments through the system. Completion of registration is mandatory before recipients can receive payments. All recipients with active financial assistance agreements with Reclamation must be enrolled in the ASAP system under the appropriate Agency Location Code(s) and UEI number prior to the award of funds. If a recipient has multiple UEI numbers, they must separately enroll within ASAP for each unique UEI number and/or bureau.

Note that if the applicant's entity is currently enrolled in the ASAP system with a bureau *other* than Reclamation, they must enroll specifically with Reclamation to process payments. If the applicant's organization is not enrolled in ASAP, contact the Grants Officer in the Federal Awarding Agency Contacts of this RFA.

Environmental and Cultural Resources Compliance

All Projects being considered for award funding will require National Environmental Policy Act (NEPA), Endangered Species Act (ESA), and National Historic Preservation Act of 1966 (NHPA) Section 106 compliance completion prior to any expenditure of distributed Grant funds for non-compliance related activities that would result in non-recoverable use of resources or construction activity. Construction or any ground-disturbing activities prior to the bureau/office having met its NEPA requirements are expressly prohibited. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost share. Reclamation will provide a successful applicant with authorization for activities once such compliance is complete. An applicant that proceeds before environmental and cultural resources compliance is complete may risk forfeiting Reclamation funding under this NOFO. Compliance with all applicable Federal, state, and local environmental, cultural, and paleontological resource protection laws and regulations is also required. See Environmental and Cultural Resource Considerations below, and Environmental Statutes in Section H for further details on NEPA, ESA, and NHPA compliance.

Reclamation will be responsible for evaluating technical information and ensuring that natural resources, cultural, and socioeconomic concerns are appropriately addressed. Where multiple Federal agencies are involved, designation of the lead Federal agency for NEPA compliance will be made; otherwise, Reclamation will be the lead. The lead Federal agency for NEPA compliance will determine the appropriate level of NEPA compliance. Reclamation will be responsible for ensuring that findings under NEPA, and consultations pursuant to ESA and NHPA and their implementing regulations, as appropriate, will support Reclamation's decision on whether to fund the project.

Environmental and cultural compliance activities will be completed for the proposed project activities, with costs incurred by Reclamation and/or the recipient. Note that data collection is often required to complete the compliance (such as wildlife or cultural surveys). These surveys can be completed by a qualified contractor hired by the recipient under direction of Reclamation. Further, be aware that in some instances (such as cultural resource surveys), separate compliance is required for those activities.

Note: If mitigation is required to lessen environmental impacts, the applicant may, at Reclamation's discretion, be required to report on progress and completion of these commitments. Reclamation will coordinate with the applicant to establish reporting requirements and intervals accordingly. Level of environmental and/or cultural resources compliance issues and the ability to mitigate will be considered during the application review.

Approvals and Permits

Applicants will adhere to Federal, State, Tribal, and local laws, regulations, and codes, as applicable, and shall obtain all required approvals and permits. Note that field surveys may be required to obtain such approvals or permits. Applicants will also coordinate and obtain approvals from site owners and operators.

Geospatial Data and Data Tools

All geospatial data collected for or produced through a Departmental financial assistance agreement is required to meet all relevant standards established by the Federal Geospatial Data Committee as authorized by Geospatial Data Act of 2018, PL 115-254, Subtitle F—Geospatial Data, §751-759C, codified at 43 U.S.C. §2801–2811. Reclamation requires all geospatial data collected for or produced through a Departmental financial assistance agreement to meet all relevant standards established by the Federal Geospatial Data Committee as authorized by Geospatial Data Act of 2018, PL 115-254, Subtitle F—Geospatial Data, §751-759C, codified at 43 U.S.C. §2801–2811. The Department requires fully compliant metadata on all geographic information systems files developed for financial assistance projects. If a funded financial assistance project involves acquiring or collecting geospatial data, the applicant is required to search GeoPlatform.gov to determine that no existing Federal, State, local or private data meet the Government's needs and are available at no cost before acquiring or collecting additional geospatial data.

Intangible Property (2 CFR §200.315)

Title to intangible property acquired under a Federal award, vests upon acquisition in the non-Federal entity (see 2 CFR §200.59, *Intangible Property*). The non-Federal entity must use that property for the originally authorized purpose and must not encumber the property without approval of the Federal awarding agency. When no longer needed for the originally authorized purpose, disposition of the intangible property must occur in accordance with the provisions in 2 CFR §200.313(e), *Equipment*.

The non-Federal entity may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under a Federal award. The Federal awarding agency

reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.

The non-Federal entity is subject to applicable regulations governing patents and inventions, including government-wide regulations issued by the Department of Commerce at 37 CFR §401, *Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Awards, Contracts and Cooperative Agreements*.

The Federal government has the right to:

- obtain, reproduce, publish, or otherwise use the data produced under a Federal award, and
- authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

Real Property (2 CFR §200.311). Real property, equipment, and intangible property that is acquired or improved with a Federal award must be held in trust by the non-Federal entity as trustee for the beneficiaries of the project or program under which the property was acquired or improved, per [2 CFR §200.316](#). Title to real property acquired or improved under a Federal award will vest upon acquisition in the non-Federal entity. Except as otherwise provided by Federal statutes or by the Federal awarding agency, real property will be used for the originally authorized purpose as long as needed for that purpose, during which time the non-Federal entity must not dispose of or encumber its title or other interests. When real property is no longer needed for the originally authorized purpose, the non-Federal entity must obtain disposition instructions from the Federal awarding agency or pass-through entity. As required by [2 CFR §200.330](#), Reporting on real property, recipients will be required to submit reports on the status of real property acquired or improved under a financial assistance agreement issued under this RFA.

Wage Rate Requirements (Davis-Bacon Act) (if applicable)

Section 41101 of the Infrastructure Investment and Jobs Act, otherwise known as the Bipartisan Infrastructure Law (BIL) requires that all laborers and mechanics employed by contractors or subcontractor in the performance of construction, alteration, or repair work on a project assisted in whole or in part by funding made available under the BIL shall be paid wages at rates not less than those prevailing on similar projects in the locality, as determined by the Secretary of Labor in accordance with Subchapter IV of Chapter 31 of Title 40, United States Code (commonly referred to as the Davis-Bacon Act).

Buy America Domestic Procurement Preference

Recipients must include the requirements of this section in all subawards, including all contracts and purchase orders for work or products under this program. As required by Section 70914 of the BIL, PL 117-58, on or after May 14, 2022,

Recipients of an award of Federal financial assistance must understand that none of the funds provided under this award may be used for a project for infrastructure unless:

1. all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States,
2. all manufactured products used in the project are produced in the United States—this means that the manufactured product was manufactured in the United States and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation, and
3. all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding brought to the construction site and removed at, or before, the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

For further information on the Buy America preference, please visit the [Department's Buy America website](#). Additional information can also be found at the [White House's Made in America Office website](#).

Waivers

When necessary, recipients may apply for, and the Department may grant, a waiver from the requirements in the preceding paragraph, subject to review by the Made in America Office. The Department may waive the application of the domestic content procurement preference in any case in which one of the below circumstances apply.

1. Non-availability Waiver: the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality.
2. Unreasonable Cost Waiver: the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.
3. Public Interest Waiver: applying the domestic content procurement preference would be inconsistent with the public interest.

There may be instances where an award qualifies, in whole or in part, for an existing Department general applicability waiver as described on the [Department's Applicability Waivers Page](#). If the specific financial assistance agreement, infrastructure project, or non-domestic materials meets

the criteria of an existing general applicability waiver within the defined limitations defined, the recipient is not required to request a separate waiver for non-domestic materials.

If a general applicability waiver does not already apply, and a recipient believes that one of the above circumstances applies to an award, the recipient may submit a request to waive the application of the domestic content procurement preference to the financial assistance awarding officer, in writing. The waiver request shall not include any Privacy Act information, sensitive data, or proprietary information. The Department will post all waiver requests to the Department's Buy America Grants webpage and are subject to public comment periods of no less than 15 days. The Made in America Office will also review all waiver requests. Information on how to request a waiver is available at <https://www.doi.gov/grants/BuyAmerica>

The Department will post all approved waivers will be posted on the [Buy America Approved Waiver webpage](#). An awarding officer will notify recipients requesting a waiver of their waiver request determination.

Please direct any questions pertaining to waivers to the financial assistance awarding officer.

Definitions

Construction materials: articles, materials, or supplies that are, or consist primarily of:

- non-ferrous metals,
- plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables),
- glass (including optic glass),
- lumber, or
- drywall.

Construction Materials do not include cement and cementitious materials, aggregates such as stone, sand, gravel, or aggregate binding agents or additives.

Domestic content procurement preference: all iron and steel used in the project are produced in the United States, the manufactured products used in the project are produced in the United States, or the construction materials used in the project are produced in the United States.

Infrastructure: at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property. Infrastructure includes facilities that generate, transport, and distribute energy.

Project: the construction, alteration, maintenance, or repair of infrastructure in the United States.

F.3. Reporting Requirements and Distribution

If awarded an agreement as a result of this RFA, the applicant will be required to submit the following reports during the term of the agreement. Recipients will also be required to have a system in place to comply with these reporting requirements (see [2 CFR §170.210](#) for additional information).

Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#), form for financial reporting. Recipients must submit a fully completed SF-425 form on a regular schedule as determined by Reclamation and indicated in the grant agreement document; this schedule is typically semi-annually or quarterly. A person legally authorized to obligate the recipient must sign the SF-425.

Interim Performance Reports

The financial assistance agreement will include specific terms and conditions pertaining to reporting requirements.

Recipients will submit interim performance reports on a schedule determined by Reclamation (typically semi-annually or quarterly, listed in the grant agreement document). While the recipient may provide additional detail, these reports must—at a minimum—include the following information:

- a comparison of actual accomplishments to the milestones established by the financial assistance agreement for the period,
- the reasons why the project did not meet established milestones, if applicable,
- the status of milestones not met from the previous reporting period, if applicable,
- whether the project is on schedule and within the original cost estimate,
- any additional pertinent information or issues related to the status of the project, and
- photographs documenting the project (appreciated, although not required). Note: Reclamation may print photos with appropriate credit to the applicant.

Final Performance Report

Recipients must submit a final performance report encompassing the entire period of performance. The final performance report must include, but is not limited to, the following information:

- a brief description of the components of the project and the work completed, including each element of the scope of work and the work completed at each stage of the project,
- the goals and objectives of the project and whether each of these was met; the reasons why goals and objectives were not met (if appropriate); and any problems, delays encountered in completing the project, and if the project was completed within cost,
- future tracking of project benefits,
- a description of how the project demonstrates collaboration, stakeholder involvement or the formation of partnerships, if applicable, and
- any other pertinent issues involving the project.

Please note that final reports are public documents and may be made available on Reclamation’s website. Reclamation may print photos with appropriate credit to the applicant.

Sufficiency Report (if applicable)

Reclamation will only make a portion of funding available when the financial assistance agreement is initially signed. As required by §6002 of the Cooperative Watershed Management Act (see Section A.1., “Authority” for the full citation), for each year of the grant, Reclamation must determine whether a recipient has made sufficient progress on its project during the year to justify any additional funding. If the applicant is awarded an agreement resulting from this RFA, the recipient must provide a sufficiency report that describes the progress made on the project since the effective date of the agreement. If Reclamation determines that the progress during the year justifies additional funding, grant funds will be made available for the second year.

Real Property Reports

Recipients must submit reports at least annually on the status of real property in which the Federal Government retains an interest. For instances where the Federal interest extends for a period beyond 15 years, the reporting frequency may be lessened per the guidelines in [2 CFR §200.330](#). Disclosures

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arises 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 [U.S. Office of Government Ethics website](#) for more information on these restrictions. Reclamation 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, Reclamation will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies Reclamation may result in any of the remedies described in [2 CFR §200.338, Remedies](#), for noncompliance, including termination of the award.

Reclamation 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, Reclamation will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies Reclamation may result in any of the remedies described in [2 CFR §200.339](#) 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 and 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](#) for noncompliance, including suspension or debarment.

F.4. Data Availability (2 CFR §1402.315)

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 availability in a manner sufficient for independent verification.

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.

Freedom of Information Act (FOIA)

In response to a FOIA request for research data relating to published research findings produced under a Federal award that were used by the Federal Government in developing an agency action that has the force and effect of law, the Federal awarding agency must request, and the non-Federal entity must provide, within a reasonable time, the research data so that they can be made available to the public through the procedures established under the FOIA. If the Federal awarding agency obtains the research data solely in response to a FOIA request, the Federal awarding agency may charge the requester a reasonable fee equaling the full incremental cost of obtaining the research data. This fee should reflect costs incurred by the Federal agency and the non-Federal entity. This fee is in addition to any fees the Federal awarding agency may assess under the FOIA ([5 U.S.C. 552\(a\)\(4\)\(A\)](#)).

Definitions

Published research findings: when research findings are published in a peer-reviewed scientific or technical journal, or a Federal agency publicly and officially cites the research findings in support of an agency action that has the force and effect of law. “Used by the Federal government in developing an agency action that has the force and effect of law” is defined as when an agency publicly and officially cites the research findings in support of an agency action that has the force and effect of law.

Research data: the recorded factual material commonly accepted in the scientific community as necessary to validate research findings, but not any of the following: preliminary analyses, drafts of scientific papers, plans for future research, peer reviews, or communications with colleagues. This “recorded” material excludes physical objects (e.g., laboratory samples). Research data does not include trade secrets, commercial information, materials held as confidential by a researcher until they are published, or similar information, which is protected under law, and personnel and medical information and similar information the disclosure of which would constitute a clearly unwarranted invasion of personal privacy, such as information that could be used to identify a particular person in a research study.

F.5. Recipient Service Delivery Option

2 CFR Part 200 does not prohibit recipients of Federal financial assistance from imposing uninterrupted service delivery requirements on subrecipients. Under 2 CFR§200.319(b)(1) it is reasonable for a recipient or subrecipient, acting in accordance with its own sound business judgment, to include uninterrupted service delivery requirements in its contracts under Federal financial assistance awards, as necessary, and when otherwise consistent with Federal law. This is a case-by-case determination made by the recipient or subrecipient based on the particular project or services in question.

Section G. Federal Awarding Agency Contact(s)

G.1. Reclamation Financial Assistance Contact

Please submit any questions regarding application and submission information and award administration to the attention of the RFA Team, at ucbefficiency@usbr.gov.

Please note that staff availability on the day of the RFA closing will be limited. Reclamation advises prospective applicants to start the application process early and reach out with any questions at least a week prior to the deadline.

G.2. Reclamation Program Coordinator Contact

Please submit any questions regarding applicant and project eligibility and application review through email to ucbefficiency@usbr.gov.

Section H. Other Information

H.1. Environmental and Cultural Resource Considerations

Environmental and cultural resources issues will be considered when evaluating the feasibility of the proposal. To facilitate this evaluation, and to allow Reclamation to assess the potential costs of environmental and cultural resource compliance, please provide, to the best of your ability, answers to the following questions in your application; if any question is not applicable to the project, please explain why:

- Has the applicant previously received federal funding for this project or a project(s) adjacent to the proposed project? If so, provide environmental compliance and permitting documentation.
- Have previous environmental analyses been completed for this project? If so, attach reports or summaries of findings.
- Have biological studies, inventories, or literature searches been conducted (wildlife, fish, vegetation, soils, habitat, noxious weeds, invasive species, etc.)? If so, please provide reports.
- What measures will be taken to minimize potential for spread of invasive plant species and/or noxious weeds?
- What measures will be taken to minimize potential for spread of aquatic invasive species?
- Is the project area located in/on, crosses or is adjacent to a lake, river, stream, wetland, or other waterbody? If so, describe or show on a map and describe if the project would modify or impact the waterbody in any way (e.g., dredge or fill within the ordinary high-water mark of a waterbody or wetland or discharge of materials into a waterbody).
- Does the project contain or is it adjacent to existing facilities (e.g., irrigation system or other works), buildings, or other structures? If so, please list and provide estimated age of facilities or structures if known (county assessors property records are a good source).
- Describe if the proposed project would result in any modification of or changes to the existing facilities, buildings, and/or structures (e.g., would the project modify individual features of an irrigation system; would a building or pipeline need to be moved, etc.)
- Provide a brief history, if applicable, of the facilities or structures being modified or changed (e.g., irrigation system or other works) and approximate age. Include dates if possible and note age of any features/structural elements (such as headgates, check dams, flumes, etc.) that could be affected by your proposed project that may have been replaced or modified since the system was built.

- Have archaeological or cultural resources surveys been conducted yet for the project area? If so, were any concerns or sites identified? (Due to sensitivity of data, please do *not* send reports or locations).
- Is the applicant aware of any tribal concerns or interests in or near the project area?

H.2. Environmental Statutes

This section provides background and context for the NEPA, ESA, and NHPA compliance requirements. Reclamation's Regional or area offices will work with you to determine the appropriate level of compliance for your project. The ability to adapt and have flexibility in project elements or methods to minimize potential impacts is encouraged, and sometimes required, through these environmental and cultural compliance processes.

National Environmental Policy Act

NEPA requires Federal agencies such as Reclamation to evaluate, during the decision-making process, the potential environmental effects of a proposed action and any reasonable mitigation measures. Before Reclamation can provide funding for ground disturbing activities under this RFA, Reclamation must comply with NEPA. Compliance with NEPA can be accomplished in several ways, depending upon the degree and significance of environmental impacts associated with the proposal:

Some projects may fit within a recognized Categorical Exclusion (CE) to NEPA (i.e., one of the established categories of activities that generally do not have significant impacts on the environment). Use of a CE involves identification of an applicable Department of the Interior CE or documentation of a Reclamation CE with a Categorical Exclusion Checklist (CEC). If a CE is being considered, Reclamation will determine the applicability of the CE and whether extraordinary circumstances (i.e., reasons that the CE cannot be applied) exist. That process can take anywhere from 1 to 60 days, depending upon the specific situation. Note that ESA and NHPA compliance still need to be addressed for projects that fit within a CE.

If the project does not fit within a CE, compliance with NEPA might require preparation of an Environmental Assessment/Finding of No Significant Impact (EA/FONSI). Generally, where no CE applies but there are not believed to be any significant impacts associated with the proposed action, an EA will be required. The EA is used to determine whether any potentially significant effects exist (which would trigger the further step of an Environmental Impact Statement (EIS), below). If no potentially significant effects are identified, the EA process ends with the preparation of a FONSI. The EA/FONSI process is more detailed than the CE/CEC process and can take months to one year to complete. Consultation with other agencies and public notification are part of the EA process.

The most detailed form of NEPA compliance, where a proposed project has potentially significant environmental impacts, is completion of an EIS and Record of Decision. An EIS

requires 1-2 years to complete, and the process includes considerable public involvement, including mandatory public reviews of draft documents.

During the NEPA process, potential impacts of a project are evaluated in context and in terms of intensity (e.g., will the proposed action affect the only native prairie in the county? Will the proposed action reduce water supplied to a wetland by 1 percent? or 95 percent?). The best source of information concerning the potentially significant issues in a project area is the local Reclamation staff that has experience in evaluating impacts to the natural and human environment in context and by intensity.

Reclamation, if they are the lead agency, has the sole discretion to determine what level of environmental NEPA compliance is required. If another Federal agency is involved, Reclamation will coordinate to determine the appropriate level of compliance. Applicants are encouraged to contact their regional or area Reclamation office. See <https://www.usbr.gov/index.html> with questions regarding NEPA compliance issues. Applicants may also contact the Program Coordinator for further information (see Section G., “Federal Awarding Agency Contact(s)” of this RFA).

H.3. National Historic Preservation Act

To comply with Section 106 of the NHPA, Reclamation must consider whether a proposed project has the potential to cause effects to historic properties, before it can complete an award under this RFA. Historic properties are cultural resources (historic or prehistoric districts, sites, buildings, structures, or objects) that are determined to be eligible for or are listed on the National Register of Historic Places. In some cases, water delivery infrastructure that is over 50 years old can be considered a historic property that is subject to review.

If a proposal is selected for initial award, the recipient will work with Reclamation to complete the Section 106 process. Compliance with Section 106 of the NHPA requires Reclamation to consult with potentially affected tribes, potential interested parties (e.g., local governments, historical societies, etc.), and with the appropriate State Historic Preservation Office(s)/Tribal Historic Preservation Office(s). Compliance can be accomplished in several ways, depending on how complex the issues are, including the following.

- If Reclamation determines that the proposed project does not have the potential to cause effects to historic properties, then Reclamation will document its findings and the Section 106 process will be concluded. This can take anywhere from a couple of days to 1 month.
- If Reclamation determines that the proposed project could have effects on historic properties, a multi-step process, involving consultation with the State Historic Preservation Officer and other entities, will follow. Depending on the nature of the project and impacts to cultural resources, consultation can be complex and time-consuming. The process includes:
 - a determination as to whether additional information is necessary,

- a survey to determine if cultural resources are in fact present,
 - evaluation of the significance of identified cultural resources,
 - assessment of the effect of the project on historic properties,
 - a determination as to whether the project would have an adverse effect and evaluation of alternatives or modifications to avoid, minimize, or mitigate the effects, and
 - a memorandum of agreement if an adverse effect is unavoidable and mitigation measures are necessary. At a minimum, completion of the multi-step Section 106 process takes about 2 months.
- Among the types of historic properties that might be affected by projects proposed under this RFA are historic irrigation systems and archaeological sites. An irrigation system or a component of an irrigation system (e.g., a canal or headgate) is more likely to qualify as historic if it is more than 50 years old, if it is the oldest (or an early) system/component in the surrounding area, and if the system/component has not been significantly altered or modernized. In general, proposed projects that involve ground disturbance, or the alteration of existing older structures, are more likely to have the potential to affect cultural resources. However, the level of cultural resources compliance required, and the associated cost, depends on a case-by-case review of the circumstances presented by each proposal.

Applicants should contact their State Historic Preservation Office and their local Reclamation office's cultural resources specialist to determine what, if any, cultural resources surveys have been conducted in the project area. See <https://www.usbr.gov/cultural/crmstaff.html> for a list of Reclamation cultural resource specialists. If an applicant has previously received Federal financial assistance, it is possible that a cultural resources survey has already been completed.

H.4. Endangered Species Act

Pursuant to Section 7 of the ESA, each Federal agency is required to consult with the U.S. Fish and Wildlife Service (USFWS) or the National Oceanic and Atmospheric Administration (NOAA) Fisheries to ensure any action it authorizes, funds, or carries out is not likely to jeopardize the continued existence of any endangered or threatened species or destroy or adversely modify any designated critical habitat.

Before Reclamation can approve funding for the implementation of a proposed project, it is required to comply with Section 7 of the ESA. Compliance with Section 7 of the ESA requires Reclamation to consult, when warranted, with U.S. Fish and Wildlife Service (USFWS) and/or National Oceanic and Atmospheric Administration (NOAA) Fisheries. The steps necessary for ESA compliance vary, depending on the presence of endangered or threatened species and the effects of the proposed project. Below is a rough overview of the possible course of ESA compliance.

If Reclamation can determine that there are no endangered or threatened species or designated critical habitat in the project area, then the ESA review is complete and no further compliance measures are required. This process can take anywhere from 1 day to 1 month.

If Reclamation determines that endangered or threatened species may be affected by the project, then a Biological Assessment must be prepared by Reclamation. The Biological Assessment is used to help determine whether a proposed action may affect a listed species or its designated critical habitat. The Biological Assessment may result in a determination that a proposed action is not likely to adversely affect any endangered or threatened species. If the USFWS and/or NOAA Fisheries concurs in writing, then no further consultation is required, and the ESA compliance is complete. Depending on the scope and complexity of the proposed action, preparation of a Biological Assessment can range from weeks to months. The USFWS and NOAA Fisheries generally respond to requests for concurrence within 30 days.

If it is determined that the project is likely to adversely affect listed species, further consultation (formal consultation) with USFWS or NOAA Fisheries Service is required to comply with the ESA. The process includes the creation of a Biological Opinion by the USFWS/NOAA Fisheries Service, including a determination of whether the project would jeopardize listed species and, if so, whether any reasonable and prudent alternatives to the proposed project are necessary to avoid jeopardy. Nondiscretionary reasonable and prudent measures and terms and conditions to minimize the impact of incidental take may also be included. Under the timeframes established in the ESA regulations, the Biological Opinion is issued within 135 days from the date that formal consultation was initiated, unless an extension of time is agreed upon.

The time, cost, and extent of the work necessary to comply with the ESA depends upon whether endangered or threatened species are present in the project area and, if so, whether the project might have effects on those species significant enough to require formal consultation.

ESA compliance is often a parallel process to NEPA compliance and, as in the case of a CEC, documented simultaneously. The best source of information concerning the compliance with the ESA in a particular project area is the local Reclamation environmental staff that can be helpful in determining the presence of listed species and possible effects that would require consultation with the USFWS or NOAA Fisheries Service. Applicants should contact their regional or area [Reclamation office](#), with questions regarding ESA compliance issues.

APPENDIX A: Project Location Map Guidance

Provide at least one map with sufficient details to understand the location of all proposed project elements. Multiple maps may be necessary to accurately depict the proposal in its entirety. Maps should preferably be a USGS 7.5-minute topographic map; additional illustrative maps, depicting specific features not depicted on USGS maps, may also be submitted.²

Clear, detailed maps of the project proposal will help reviewers understand the project, potential environmental constraints, and costs for environmental compliance. The following list of features are recommended for inclusion in project location maps, where applicable. Note, however, that inclusion of this information will not influence the applicant's eligibility or scoring. If you are selected for funding, Reclamation may request additional detail regarding the project location.

1. project boundary
2. location of all proposed ground-disturbance and project elements (preferably depicted as points and polygons) including, but not limited to:
 - a. proposed infrastructure/improvements,
 - b. access routes (e.g., nearest public roads and travel routes for proposed activities),
 - c. monitoring areas,
 - d. staging areas,
 - e. borrow areas,
 - f. existing ancillary facilities/ infrastructure related to the proposal (e.g., electrical, water, sewer),
 - g. rights-of-ways needed.
3. point(s) for referenced latitude and longitude coordinates (if UTM's, provide in NAD83).
4. Public Land Survey System (PLSS) information (township, range, and section) (either on the map or in narrative form)
5. north arrow, scale, and legend
6. state and county
7. land ownership
8. date of map/aerial photo (if applicable)
9. existing rights-of-way, easements, etc. associates with proposal

10. geographic details, such as nearby cities, river basins, watersheds, rivers, streams, wetlands and floodplains, roads, important landmarks.

GIS (.shp, .gdb, etc.) or Google Earth (.kmz) files, if available

APPENDIX B: Budget Narrative Guidance

A budget estimate and budget narrative for your project are required. The information in the budget narrative must correspond to Section B of the SF-424A. All budgeted costs, including any costs that will be paid by the applicant or contributed by third-parties, must comply with the cost principles of 2 CFR Part 200, [Subpart E - Cost Principles](#) and be:

- Allowable ([§ 200.403 Factors affecting allowability of costs](#)),
- allocable to the agreement ([§ 200.405 Allocable costs](#)) and
- reasonable in amount ([§ 200.404 Reasonable costs](#))

SECTION B – BUDGET CATEGORIES
6. Object Class Category*
a. Personnel
b. Fringe Benefits
c. Travel
d. Equipment
e. Supplies
f. Contractual
g. Construction
h. Other Direct Costs
i. Total Direct Costs (<i>sum 6a-6h</i>)
j. Indirect Costs
k. TOTALS (<i>sum 6i and 6j</i>)

**Other than personnel and fringe benefits costs, all construction-related costs should be included under Object Class Category 6g., Construction.*

A thorough budget narrative will aid the administrative review and processing of a recommended award. Amounts included in a budget and budget narrative are estimates; in the event of an award, payments will be based on actual expenditures. The following is guidance for your use in preparing a thorough budget narrative. The budget narrative provides a discussion of, or explanation for, items included in the above budget items. The guidance follows the order of the budget items. The Budget Detail and Narrative template (Attachment B) is a suggested format to present the breakdown of your estimated costs, by category, needed to accomplish project activities.

*Cost-share instructions (if applicable): The budget must include at least the minimum Federal to non-Federal required cost share. Cost share encompasses all contributions to the project incurred and paid for during the project. This includes payments for personnel, supplies, equipment, activities, and items necessary for the project. In-kind Cost Share encompasses all third-party contributions to the project that do not involve a payment or reimbursement and represent donated items or services that are necessary to the performance of the project. This includes volunteer personnel hours, donated existing equipment, donated existing supplies, etc.

a. Personnel

This category includes salaries and wages of employees of the applicant organization that will be working directly on the project. Generally, salaries of administrative and/or clerical personnel are included as a portion of the stated indirect costs. If these salaries can be adequately documented as direct costs, they can be included in this section; however, a justification should be included in the budget narrative. Recommend reviewing [§ 200.430 Compensation - personal services](#) for more information on the specific requirements regarding compensation costs, including the Standards for Documentation of Personnel Expenses at §200.430(i).

Narrative: For key personnel such as the project manager or principal investigator, identify the name and position/title. Other personnel should be identified by position only. For all positions, identify the project tasks that will be performed. Compensation rates can be expressed as hourly rates and number of hours or annual salary and percentage effort that will be contributed to each task but must be consistent with your organization's accounting and timekeeping policies. Include estimated hours for compliance with reporting requirements, including the final project report and evaluation. For multi-year projects, identify the level of effort anticipated for each budget year and any estimates increases in compensation rates. Within the budget narrative, provide a certification that the labor rates included in the budget proposal represent the actual labor rates of the identified personnel/positions and are consistently applied to Federal and non-Federal activities. *Note: The annual/hourly labor rate must not include fringe benefits.*

Examples:

Hourly rate: *(Position) will assist the project manager in the performance of all tasks for each budget year as described below. The hourly rate for year two includes a 3% increase which is the average annual increase in compensation for all employees. The hourly rate is based on the average of all personnel occupying this position. Compensation rates are consistently applied to Federal and non-Federal activities.*

Task 1:	50 hrs. Y1 x \$25hr + 0 hrs. Y2 x \$26hr =	\$1,250
Task 2:	80 hrs. Y1 x \$25hr + 100 hrs. Y2 x \$26 =	\$4,600
Task 3:	80 hrs. Y1 x \$25hr + 80 hrs. Y2 x \$26 =	\$4,080
Task 4:	80 hrs. Y1 x \$25hr + 110 hrs. Y2 x \$26 =	\$4,860
Total:	\$7,250 Y1	\$7,540 Y2
		\$14,790

Percentage: *(Name, title) will be the project manager and responsible for the day-to-day direction of the project, participate in the derivation and culture of invasive mussel cells (Task 1), and perform most molecular biology procedures (Tasks 2-4). His salary is \$71,400 for both budget years and it is anticipated that he will spend 40% of his time on the project in Year one (\$28,560) and 60% during Year two (\$42,840), approximately \$71,480 for the entire project period. The budgeted rates represent the actual labor rates for the identified personnel and positions and are consistently applied to Federal and non-Federal activities.*

b. Fringe Benefits

Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to, the costs of leave (vacation, family-related, sick, or military), employee insurance, pensions, and unemployment benefit plans. Fringe costs should also include employer contributions required by law such as payroll taxes such as FICA, unemployment, and workers compensation. Fringe does **not** include federal income taxes, employee portion FICA, or other such costs. Recommend reviewing [§ 200.431 Compensation - fringe benefits](#) for more information on the allowability and allocability of fringe benefits. *Note: Car allowances and cars furnished to employees for personal and work use are unallowable as a fringe benefit, regardless of whether the costs are reported as taxable income and must be excluded from fringe benefit rates.*

Narrative: Fringe benefits can be expressed as an hourly rate or percentage of personnel costs. In the narrative, identify the fringe benefit rates/amounts for each position. If the fringe benefit rate is less than 35% of the estimated employee compensation, no additional information is necessary. If the fringe benefit rate is more than 35%, provide a description and breakdown of the benefits. If the rate is established within a negotiated indirect cost rate agreement (NICRA), provide a copy of the agreement with the application. *Note: Do not combine the fringe benefit costs with direct salaries and wages in the personnel category.*

Examples:

Hourly amount (less than 35% of compensation): *Fringe benefits are based on hours for each staff member and include benefits and required taxes paid for each position. Fringe rates have been computed at \$8.55 per hour for the Director and \$6.97 per hour for the Project Coordinator and are applied to the 475- and 275-hour estimates for each position.*

Percentage rate: *The City's fringe benefits costs are estimated at 50% of employee compensation costs and consists of FICA (8%), unemployment insurance (6%) workers compensation (1%), medical and dental (18%), retirement (3%) and annual/sick leave/holidays (14%).*

NICRA: agreement provided, which shows the appropriate fringe benefit rates for each position.

c. Travel

Travel costs are expenses incurred by personnel in the performance of project activities. Costs can be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided that the method used is applied to the entire trip and not to selected days of the trip. All charges must be consistent with those normally allowed under similar circumstances for non-Federally funded activities and any established travel policies. Recommend reviewing [§ 200.475 Travel costs](#) for more information.

Narrative: Provide a narrative describing any travel employees are anticipated to perform. Include the purpose of the travel and how it relates to project tasks, the origin and destination of the trip, number of personnel traveling, length of stay and all travel costs including airfare, per diem, lodging, transportation, and miscellaneous travel expenses. Identify the basis for rates used, (e.g., GSA Per Diem Rates, published prices) and the total of each planned trip. If travel details are unknown, then the basis for proposed costs should be explained (i.e., historical information).

Example:

The budget includes \$800 in estimated travel costs for the principal investigator to travel to Denver for the required project presentation. Airfare is estimated at \$345 based on published prices. Rental car costs are estimated at \$146 based on a quote from a rental car company at the airport. Lodging is estimated at \$195 for one night and a per diem of \$57/day for meals and incidentals for two days of travel. Lodging and per diem are based on GSA rates for Denver/Aurora geographic area.

The budget includes \$1,100 in travel costs for the project facilitator to travel to stakeholder meetings in the watershed. The number of meetings and locations are not known at this time, but the estimate is based on travel costs for 10 meetings with an estimated 100mi roundtrip for each meeting ($1000 \text{ mi} \times 0.57/\text{mi} = \570). One or more meetings may also require an overnight stay so the estimate includes 2 nights lodging at \$150/night (\$300) and per diem for 4 days ($\$56.00 \times 4 = \224). Lodging and per diem rates are based on GSA rates for the Durango, CO geographic area.

d. Equipment

Equipment is defined in [§200.1](#) as 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 applicant organization for financial statement purposes, or \$5,000. Recommend reviewing [§ 200.439 Equipment and other capital expenditures](#) for additional information on the allowability of equipment costs and [§ 200.313 Equipment](#) for information regarding the title, use, management and disposition requirements for equipment acquired under a Federal award.

Narrative: If equipment will be purchased, itemize all equipment valued at or greater than your organization's capitalization threshold for financial statement purposes. If your organization's capitalization threshold is greater than \$5,000, identify all equipment valued at or greater than \$5,000. For each item, identify why it is needed for the completion of the project and how the equipment was priced (published price, quote, etc.). Include in the narrative a comparison of rental and/or lease costs over the purchase of the equipment item. *Note: Do not include equipment that will be purchased and/or installed as part of a construction-related activity. Construction costs must be included in Object Class Category 6g.*

Example:

This project includes the production of lines of cultured cells from invasive mussel species, and long-term cell culture success is heavily reliant on storage of cells and reagents at ultracold temperatures. The requested new freezer will be used for both primary and back-up storage of cells and reagents to ensure that ultracold storage continues uninterrupted in the event of equipment failure. The \$10,000 estimate is based on the published price for a Thermo Scientific Revco RLE Series Ultra-Low Freezer. Rental cost of similar freezers ranges from \$475-\$530 per month, or approximately \$18,000 over the term of the agreement.

e. Supplies

Supplies is defined in [§200.1](#) as all tangible personal property other than those described in the definition of *equipment*. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by your organization for financial statement purposes or \$5,000, regardless of the length of its useful life. Recommend reviewing [§ 200.453 Materials and Supplies Costs, Including the Costs of Computing Devices](#), regarding the allowability of costs. Supply items must be direct costs to the project and not duplicative of supply costs in the indirect rate. For post-award requirements regarding supplies, recommend reviewing [§ 200.314 Supplies](#). For financial management requirements related to supplies, recommend reviewing [§ 200.302\(b\)\(4\)](#)

Narrative: List all expendable supplies noting their purpose in the project and the basis of cost (e.g., vendor quotes, catalogue prices, prior invoices, etc.). For each item, provide the estimated unit cost, quantity, and total cost. General categories may be used, but if a category is viewed as too general or the associated amount is too high, further itemization may be requested.

Example:	Pressure gage \$102/ea. x 2 =	\$204
	Compression tubing \$20/lf. x 10 =	\$200
	Peristaltic pump \$3,180/ea. x 1 =	\$3,180
	Instrument consumables \$1500 (1s)	<u>\$1,500</u>
	Total	\$5,084

The pressure gage and tubing to complete the column tests in Task 1. The pump will be used to load and regenerate columns (Tasks 1, 3, 5) and the instrument consumables will be used for the analytical analyses identified in Tasks 1-6. The Instrument consumables were estimated using actual costs from a previous project and the other items were estimated using vendor estimates.

f. Contractual

Include all contracts and subawards. Per [§ 200.1](#), a *contract* means, for the purpose of Federal financial assistance, a legal instrument by which a recipient or subrecipient purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract when the substance of the transaction meets the definition of a *subaward*.

For additional information on subrecipient and contractor determinations, see [§ 200.331 Subrecipient and contractor determinations](#). Recommend reviewing [§ 200.459 Professional service costs](#) for information regarding the allowability of contractual costs.

Do not include construction contract costs in this section. Construction costs should be included in Budget Object Class Category 6g, Construction.

Contract Narrative: For each contract, regardless of dollar value, describe the services to be obtained and the applicability or necessity of each to the project. Identify the total estimated cost and the basis(es) used to develop the estimate. For each contract with an estimated amount meeting or exceeding \$250,000 or represents 35% or more of the total project cost, provide a separate detailed description of the estimated costs. A detailed estimate can be included with the application in lieu of a description. For contracts with an estimated cost equal to or greater than the micro-purchase threshold (currently \$10,000) identifies the anticipated procurement method to be used and the basis of selection.

NOTE: Only contracts for architectural/engineering services can be awarded using a qualifications-based procurement method. If a qualifications-based procurement method is used, profit must be negotiated as a separate element of the contract price. See [§ 200.318 General procurement standards](#) for additional information regarding procurements, including required contract content. Recommend reviewing [§ 200.319 Competition](#) and [§ 200.320 Methods of procurement to be followed](#).

Example:	Facilitator	\$150/hr. x 75 =	\$11,250
	Water Quality Consulting	\$40/hr. x 50 =	<u>\$2,000</u>
	Total		\$13,250

Consultants will be hired to assist with facilitation and technical assessments and preplanning activities as needed. We have conducted preliminary price analysis and found average fees for facilitation consultants in the area are \$150 per hour. The estimate would provide 75 hours of facilitation work focused on the development of the strategic plan. Our procurement policies require that we obtain at least three quotes for services and the selection will be based on best value (qualifications and price). We have researched water quality support cost estimates from XXXXX, who maintains a fee for service pricing structure and provides expertise focused on the watershed. Rates for water quality support average \$50 per hour and the project estimate would provide 40 hours of support for pre-planning activities.

Subaward Narrative: If known, identify the recipient of each subaward. Describe the activities to be performed under each subaward, regardless of dollar value, and indicate the applicability or necessity of each to the project. Identify the total estimated cost and the basis(es) used to develop the estimate. For each subaward with an estimated amount meeting or exceeding \$250,000 or representing 35% or more of the total project cost, provide a separate detailed description of the estimated costs. A detailed estimate can be included with the application in lieu of a description. Include any indirect/overhead costs anticipated to be paid and the indirect cost rate used.

Example:

A subaward in the amount of \$8,400 will be made to XXXX non-profit to conduct outreach, facilitate stakeholder meetings, and perform pre-planning activities. The subaward includes \$5,000 for personnel salary and \$1,050 for fringe benefits. Salary costs are based on the compensation rate for the subrecipient Project Coordinator (\$50/hr. x 100 hours) and a fringe rate of 21%. The subaward also includes \$500 in travel costs for the Project Coordinator to travel to 10 stakeholder meetings. It is estimated that the Project Coordinator will travel approximately 50-100 miles round-trip per meeting at a cost of \$0.57 per mile. The non-profit has a Federal indirect cost rate agreement (attached), and costs are estimated at \$1,850 (\$6,550 x 28%).

g. Construction

Construction costs are costs incurred in the construction, renovation, and/or equipping of a facility or structure. Costs include, engineering, design, permitting, demolition, acquisition of materials, and installation of improvements.

Narrative: Identify all construction related costs other than applicant organization personnel and fringe benefits costs, including, but not limited to engineering and design, environmental and other regulatory compliance costs, applicant-owned equipment use, rental equipment, construction supplies, equipment that will be purchased and installed, construction contracts, permitting, and environmental compliance. *Note: Personnel and fringe benefits costs related to construction should be included in Budget Object Class Category 6a and 6b, as applicable.*

- Equipment use.** If equipment is owned by the applicant is proposed for use under the project, provide the use rates and hours for each piece of equipment owned and budgeted. These should be ownership rates developed by the recipient for each piece of equipment (do not include operator costs). If these rates are not available, the U.S. Army Corp of Engineer’s recommended equipment rates for the region are acceptable. Rates for your region can be found at [EP1110-1-8 Construction Equipment Ownership and Operating Expense Schedule](#).

Example:

JCB Excavator	\$46.42/hr. x 168 =	\$7,797
CAT 320C Excavator	\$46.42/hr. x 145 =	\$6,745
John Deere 690 Excavator	\$56.34/hr. x 66 =	\$3,700
CAT D7 Dozer	\$86.88/hr. x 169 =	\$14,513
IHC TD-IS Dozer	\$67.12/hr. x 112 =	\$7,515
Total		\$40,269

The District owns all the necessary equipment and machinery that will be required for this project. The hourly rates are the rates established by the United States Army Corps of Engineers within the Construction Equipment Ownership and Expense Schedule for the Region. Estimated number of project hours for each machine were extrapolated from using actual numbers and data from similar sized projects the District has completed in the past.

- Construction materials.** Identify any construction materials and non-movable equipment that will be purchased from a vendor. Include estimated purchase price, quantity, and total cost.

Example:

27' PVC Pipe	\$26.49	1479	linear feet	\$39,179
24" PVC Pipe	\$20.42	2703	linear feet	\$55,195
27 X 24 reducer	\$278.23	1	each	\$278
24 X 21 reducer	\$185.59	1	each	\$186

27 X 10 Turnout	\$970.76	2	each	\$971
24 X 10 Turnout	\$382.89	1	each	<u>\$383</u>
			Total	\$96,192

All the materials and supplies needed for the project are listed above. The supplies are itemized by major category, unit price, quantity, and purpose. All costs were derived from actual product costs or by quotes received on each product within the last 365 days.

- Contractual services.** For each contract, regardless of dollar value, describe the services to be obtained and the applicability or necessity of each to the project. Identify the total estimated cost and the basis(es) used to develop the estimate. For all construction contracts and each contract with an estimated amount meeting or exceeding \$250,000 or representing 35% or more of the total project cost, provide a separate detailed description of the estimated costs. A detailed estimate can be included with the application in lieu of a description. For contracts with an estimated cost equal to or greater than the micro-purchase threshold (currently \$10,000) identifies the procurement method to be used and the basis of selection.

Example:

Principal Engineer	\$250/hr. x 460 =	\$115,000
Construction Manager	\$135/hr. x 229 =	\$30,915
Project Manager	\$150/hr. x 327 =	\$48,975
Senior Engineering Technician	\$105/hr. x 224 =	\$23,520
Senior Construction Inspector	\$86/hr. x 957 =	<u>\$82,259</u>
Total		\$300,669

The City will contract with an engineering services contract will be awarded for final design and engineering, preparation of construction contract bidding documents, and construction oversight and inspection. The principal engineer is anticipated to spend 184 hours on final design, 89 on bidding documents and 89 hours for construction oversight. The construction manager is anticipated to spend 44 hours, 47 hours, and 138 hours on each of the respective tasks, the Project Manager, 183, 44, and 100 hours, the Senior engineering technician 133, 40 and 52, and the Senior Construction Inspector, 30, 27, and 900 hours. The estimate is based on the costs incurred for a previous similar project.

- Other Construction-related Costs.** Identify any other construction-related costs (e.g. permitting, etc.) and indicate the applicability or necessity of each to the project. Include quantity, unit cost, total cost, and the basis for the estimate. *Note: Do not include costs that are anticipated to be paid by a contractor under the terms of the contract. Those items should be included in the contract estimate.*

Example:

The budget includes \$3,600 for construction-related permits required by law. The estimate is based on the permitting costs for a similar project completed last year.

h. Other

This category contains items not included in the previous categories, such as third-party in-kind contributions, tuition remission, rental costs, etc. *Third-party in-kind* contributions are all services and donations made to the project that do not involve a payment or reimbursement and represent donated items or services that are necessary to the performance of the project. This includes services provided by project partners that will not be reimbursed, volunteer hours, donated equipment, donated existing supplies, etc.

Narrative: For all costs other than third-party contributions, list items by type or nature of expense, breaking down costs by cost per unit, quantity, and total cost and identify the basis of cost (quote, invoice, etc.). Describe the necessity of the costs for successful completion of the project and exclude unallowable costs. Recommend reviewing [§ 200.420 through § 200.476, General Provisions for Selected Items of Cost](#).

Example:

The budget estimate includes \$1,200 for rental of a facility for the planned two 2-day public meetings of the watershed group (\$300/day x 4 days). The estimated cost is based on the published rental rate of meeting space at a local community college.

Third-party Contributions Narrative: Describe any third-party services and donations (personnel costs, supplies, etc.), including the name of the contributor as well as any work that will be performed by volunteers. Indicate the applicability or necessity of each to the project and describe the basis(es) of the valuation. All third-party contributions must meet the requirements under [§ 200.306 Cost sharing or matching](#), including the valuation of the contribution.

Example:

The project budget includes in-kind services from the Conservation District. Two conservation planners will participate in planning meetings and assist with the review of the final plan. The contribution is valued at \$1,650 (35 hours x \$30/hr. + 20% fringe, \$240 in mileage costs, and \$150 overhead/indirect costs). Employee compensation costs are based on the District's compensation schedule for these positions and the actual fringe rate. Travel costs are for mileage to six planning meetings and are estimated at 70 miles per round trip from County offices to the City at \$0.58 per mile. The District does not have a current Federal indirect cost rate agreement so the de minimis was used to value indirect costs.

j. Indirect Costs

Option 1: Show the rate reflected in the most recent Federal indirect cost rate agreement, cost base, and proposed amount for allowable indirect costs. If your organization has a current Federal negotiated indirect cost rate agreement, it must be included with your application.

Option 2: If your organization has never received a Federal negotiated indirect cost rate, the budget may include a 10 % *de minimis* rate of modified total direct costs. Per [§ 200.1 Definitions](#),

Modified Total Direct Cost (MTDC) means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000.

For further information on modified total direct costs, refer to [§ 200.414 Indirect \(F&A\) costs](#).

Option 3: If your organization does not have a federally approved indirect cost rate agreement and is proposing a rate greater than the 10 % *de minimis* rate, include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Identify the amount of Federal funding that will be used to pay these costs.

Information on “Preparing and Submitting Indirect Cost Proposals” is available from Interior, the National Business Center, and Indirect Costs and Acquisition Audit Services at <https://ibc.doi.gov/ICS/icrna>.

Note: Construction costs are capital expenditures and must be excluded from the indirect cost base.

Narrative: Identify whether your organization has a current Federal negotiated indirect cost agreement. Describe the costs included in the indirect cost base and identify the indirect cost rate used and total costs. Include the amount of Federal funding that will be used to pay indirect costs.

Example:

The District does not have a current Federal negotiated indirect cost rate agreement so indirect costs were calculated using the 10% de minimis rate against MTDC as detailed below. Federal funding will not be used to pay these costs.

Personnel	\$28,000
Fringe Benefits	\$7,000
Travel	\$2,000
Equipment	NA
Supplies	\$5,000
Contractual	\$10,000
Construction	NA
<u>Other Direct Costs</u>	<u>\$1,000</u>
Total	\$53,000 x 10% = \$5,300