

**U.S. Fish and Wildlife Service**

FWS - Wildlife and Sport Fish Restoration

<https://www.fws.gov/program/boating-infrastructure>

F25AS00377 - FY 2025 - Sportfishing and Boating Safety Act - Boating Infrastructure Grant  
(BIG) Tier 1

Fiscal Year: 2025

F25AS00377

**Due Date for Applications: 09/18/2024**

# Table of Contents

A. Program Description .....	2
A1. Authority .....	2
A2. Assistance Listing Number .....	2
A3. Background, Purpose and Program Requirements.....	2
A4. Funding Opportunity Goals.....	2
B. Federal Award Information.....	2
B1. Total Funding .....	2
B2. Expected Award Amount .....	2
B3. Expected Award Funding and Anticipated Dates .....	2
B4. Number of Awards .....	2
B5. Type of Award.....	2
C. Eligibility Information .....	3
C1. Eligible Applicants .....	3
C2. Cost Sharing or Matching.....	4
C3. Other .....	4
D. Application and Submission Information .....	5
D1. Address to Request Application Package .....	5
D2. Content and Form of Application Submission.....	5
D3. Unique Entity Identifier and System for Award Management (SAM) .....	13
D4. Submission Dates and Times .....	13
D5. Intergovernmental Review .....	14
D6. Funding Restrictions .....	14
D7. Other Submission Requirements.....	18
E. Application Review Information.....	19
E1. Criteria .....	19
E2. Review and Selection Process .....	19
E3. CFR – Regulatory Information.....	20
E4. Anticipated Announcement and Federal Award Dates .....	20
F. Federal Award Administration Information .....	20
F1. Federal Award Notices .....	20
F2. Administrative and National Policy Requirements .....	20
F3. Reporting .....	21

G. Federal Awarding Agency Contact(s) .....	24
G1. Program Technical Contact.....	24
G2. Program Administration.....	24
G3. Application System Technical Support.....	24
H. Other Information .....	25

## **A. Program Description**

### **A1. Authority**

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

### **A2. Assistance Listing Number**

**Assistance Listing Number**

15.622

### **A3. Background, Purpose and Program Requirements**

Recreational boating is a popular activity; there are approximately 11 million registered motorized recreational vessels in the United States. Of this total, an estimated 596,000 are at least 26 feet long. The Sportfishing and Boating Safety Act of 1998 (Public Law 105-178) established the Boating Infrastructure Grants (BIG) Program (16 United States Code (U.S.C.) 777g-1) to provide funding to the 50 States, the District of Columbia, the Commonwealths of Puerto Rico and the Northern Mariana Islands, and the territories of Guam, American Samoa, and the United States Virgin Islands (hereafter States) for the construction, renovation, and maintenance of boating infrastructure facilities for transient recreational vessels at least 26 feet long that are operated, leased, rented, or chartered primarily for pleasure. This Act amended the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777). Subsequent reauthorizations of the Act allow expenditures from the Sport Fish Restoration and Boating Trust Fund and the continuation of the BIG Program.

Boating infrastructure means the structures, equipment, accessories, and services that are necessary or desirable for a facility to accommodate eligible vessels. Transient vessels are those passing through or by a place, staying up to 15 days. Projects completed using BIG funds must provide public access, but may be publicly or privately owned. Some examples of eligible activities include but are not limited to the following (See Section D6, Funding Restrictions for additional information):

- a. Boat slips, piers, mooring buoys, dinghy or courtesy docks, day docks, and gangways;
- b. Fuel stations, restrooms, showers, utilities, laundry facilities, and similar amenities;
- c. Lighting, communications, buoys, beacons, signals, markers, signs, security features;
- d. Floating or fixed breakwaters, wave attenuators, sea walls, and other improvements that provide a harbor of safe refuge;

- e. Planning, permitting, engineering, cultural, historic, and environmental studies or assessments necessary to construct boating infrastructure;
- f. Equipment and structures for collecting, disposing of, or recycling liquid or solid waste from eligible vessels or for eligible users;
- g. Retaining walls, bulkheads, pilings, and living shorelines;
- h. Debris deflection structures or water hazard removal;
- i. Dredging necessary to fulfill the purpose and objectives of the project;
- j. Maintenance of facilities during the project period;
- k. Repair or restoration of roads, parking lots, walkways, or other surface areas damaged as a direct result of BIG-funded construction;
- l. Information and education materials specific to BIG or a BIG funded project that credits BIG as a source of funding;
- m. Recording of the Federal interest in BIG-funded real property; and
- n. Administration, coordination, and monitoring of BIG awards.

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

This document is the Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2025 BIG Tier 1 grants. You may download it by doing an advanced search using the Funding Opportunity Number at [Grants.gov](#). You may also access it in [GrantSolutions](#). The NOFO for FY 2025 BIG Tier 2 grants is a separate announcement. Note that the FY 2025 BIG Tier 2 grants NOFO may be published at a different time.

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

The Wildlife and Sportfish Restoration Program is now the Office of Conservation Investment (CI). We are striving for a name that is a more accurate representation of the broad work that we perform and an inclusive name that better articulates all the work we collectively accomplish to support the mission of the Service and stewardship across the nation.

Wildlife TRACS (Tracking and Reporting Actions for the Conservation of Species) is the tracking and reporting system used by CI to capture information about conservation and related actions funded by its grant programs. TRACS serves as the electronic repository system for all performance, accomplishment, and real property reporting related to those Federal awards. TRACS highlights program accountability by documenting program accomplishments and results. For applications that are selected for funding, grant and project statement information and performance reporting data must be entered into TRACS as authorized under [2 CFR 200.102\(c\)](#), [200.202](#), [200.301](#), and [200.329](#).

**Please note:**

- The maximum Federal amount available the Governor-designated State agencies in the United States, the Commonwealths of Puerto Rico and the Northern Mariana Islands, and the territories of Guam, American Samoa, the United States Virgin Islands and the Mayor-designated agency in the District of Columbia for FY 2025 BIG Tier 1 grants is \$300,000.
- Applicants should read this announcement in its entirety to insure all requirements are met. Failure to fully adhere to all requirements may result in your application being rejected.
- Be sure to read and adhere to the requirement in section D2 to submit the Project Abstract Summary form, OMB Number 4040-0019 in Grants.gov or to enter the same information in the Project Abstract Summary screen in GrantSolutions. The description in the abstract must be in plain language that the public can understand without viewing the full application proposal. It should include a brief, simple description of the project purpose, activities to be performed, deliverables and expected outcomes, intended beneficiaries, and subrecipient activities, if known at the time of submission. This information will be public on USASPENDING.gov once an award is made.
- Please compare your application to the Checklist of Required Elements below to ensure that your application is complete!

**Checklist of Required Elements:**

- **Failure to provide these critical elements in your will result in a rejection of your Tier 1 application:**
  - Project Narrative
  - Budget Narrative
  - Maps, Drawings, Photographs (Not needed if it is an Administration grant only)
- **Additional required elements. Failure to provide these may result in a rejection of your Tier 1 application:**
  - Project Abstract Summary
  - SF-424 form, Application for Federal Assistance
  - SF-424C form, Budget Information for Construction Program or provide equivalent information (totals should match the total on the SF-424, in your budget narrative and throughout your application). Also, if you use the form in GrantSolutions do not answer Yes to the pop-up window asking if you want it to fill in the SF-424 form as this may overwrite the SF-424 form incorrectly!
  - Conflict of Interest Disclosure
  - Uniform Audit Reporting Statement (Single Audit)
  - Overlap or Duplication of Effort Statement
  - Indirect Cost Statement and if applicable, a copy of your current Negotiated Indirect Cost Rate Agreement (NICRA) (if a current copy is not on file in your Regional CI Office).
  - SF-LLL form, Disclosure of Lobbying Activities form (if applicable)

## **A4. Funding Opportunity Goals**

- Congress authorized the Boating Infrastructure Grant program to provide funds to States for the development and maintenance of facilities for transient nontrailerable recreational vessels. The goal of the program is to maintain, renovate and increase boating infrastructure facilities dedicated for the use of transient recreational vessels 26 feet and longer in length.

## **B. Federal Award Information**

### **B1. Total Funding**

**Estimated Total Funding**

\$4,000,000

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

**Maximum Award**

\$300,000

**Minimum Award**

\$0

An application may not be selected for funding, or we may find that it is ineligible, which would result in no funds being awarded.

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

**Expected Award Funding**

**Expected Award Date**

July 01, 2025

We expect awards to range from \$30,000 - \$300,000 with an average of approximately \$250,000 per award. Funding approvals are expected to occur during March or April 2025 with grants being awarded as compliance and permitting efforts are completed over the following 12 months.

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

**Expected Number of Awards**

25

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

**Funding Instrument Type**

## C. Eligibility Information

### C1. Eligible Applicants

#### Eligible Applicants

00 – State governments

#### Additional Information on Eligibility

Eligible applicants are the Governor-designated State agencies in the United States, the Commonwealths of Puerto Rico and the Northern Mariana Islands, and the territories of Guam, American Samoa, the United States Virgin Islands and the Mayor-designated agency in the District of Columbia. **You may not apply directly if you are not one of these entities. If you are uncertain of your eligibility, please contact the national contact in Section G. or your Regional CI Office (below).**

#### State-specific Regional CI Office Contacts:

American Samoa: Chris Cegelski, Christine\_Cegelski@fws.gov, 202-251-3943

Hawaii: Chris Swenson, Chris\_Swenson@fws.gov. 503 231-6758

Commonwealth of the Northern Mariana Islands and Guam: Ruth Utzurrum, Ruth\_Utzurrum@fws.gov, 503-231-2083

Idaho, Oregon, and Washington: Lia McLaughlin, Lia\_Mclaughlin@fws.gov, 503-724-8017

Arizona, New Mexico, Oklahoma, and Texas: Brian Hobbs, Brian\_Hobbs@fws.gov, 505-248-7476

Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, and Wisconsin: T. Casey Weathers, Thomas\_Weathers@fws.gov, 612-283-1878

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

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

Colorado, Kansas, Nebraska, Montana, North Dakota, South Dakota, Utah, and Wyoming: Kayla Barrett, Kayla\_Barrett@fws.gov, 303-236-4375

Alaska: Cary Myler, Cary\_Myler@fws.gov, 907-351-7989

## C2. Cost Sharing or Matching

### Cost Sharing / Matching Requirement

Yes

### Percentage of Cost Sharing / Matching Requirement

25

The maximum Federal amount per State under BIG Tier 1 is 75 percent of the total allowable project costs up to \$300,000. American Samoa, Guam, the United States Virgin Islands, and the Commonwealth of the Northern Mariana Islands are exempt from the match requirements. In-kind services, materials, and other contributions may be used to satisfy the required minimum non-Federal match of 25 percent of project costs.

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

## C3. Other

### Foreign Entities or Projects:

**State Sponsors of Terrorism:** This program will not fund projects in [countries determined by the U.S. Department of State to have repeatedly provided support for acts of international terrorism](#) and therefore are subject to sanctions restricting receipt of U.S. foreign assistance and other financial transactions.

**Office of Foreign Assets Control Sanctions:** This program will not fund projects in countries subject to [comprehensive sanction programs administered by the U.S. Department of Treasury, Office of Foreign Asset Control](#) without proper licenses.

**In-Country Licenses, Permits, or Approvals:** Entities conducting activities outside the U.S. are responsible for coordinating with appropriate U.S. and foreign government authorities as necessary to obtain all required licenses, permits, or approvals before undertaking project activities. The Service does not assume responsibility for recipient compliance with the laws, regulations, policies, or procedures of the foreign country in which they are conducting work.

### Excluded Parties:

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



## D. Application and Submission Information

### D1. Address to Request Application Package

Apply to this announcement in the GrantSolutions Grants Management Module (GMM). We request that you apply via [GrantSolutions](#) if you are able to do so. Note that the application package is also available on [Grants.gov](#). Using the “Search Grants” tab, in Grants.gov, enter the Funding Opportunity Number. Downloading and saving the Application Package to your computer makes the required government-wide standard forms fillable and printable. the required government-wide standard forms fillable and printable. Applicants may apply through Grants.gov if needed. You should reach out to the contacts listed in Section C1 and Section G if you have questions about your application.

#### Program Website Link

<https://www.fws.gov/program/boating-infrastructure>

### D2. Content and Form of Application Submission

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

All applicants must submit the Standard Form (SF)-424, Application for Federal Assistance. This form is available with the announcement on Grants.gov and in GrantSolutions. The form must be complete and signed by an Authorized Representative. For all applicants except individuals and commercial entities, the Authorized Representative’s signature on a standard application form submitted to the Service represents their certification that the entity’s financial management system meets [2 CFR §200.302](#) financial management requirements. The non-Federal entity’s financial management system must be sufficient to:

1. Permit the preparation of required reports;
2. Trace funds to a level of expenditures adequate to establish that the entity has used such funds per Federal statutes, regulations, and terms and conditions of the Federal award;
3. Provide for the requirements in [2 CFR §200.302\(b\)](#); and
4. Comply with [§200.334](#) Retention requirements for records, [§200.335](#) Requests for transfer of records, [§200.336](#) Methods for collection, transmission, and storage of information, and [§200.337](#) Access to records.

If this application requests more than \$100,000 in Federal funds, the Authorized Representative’s signature on or submission of the SF-424 form in GrantSolutions also represents their certification of the statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying.

When completing the SF-424 Application form, enter only the amount requested from this Federal program in Box 18a, Estimated Federal Funding. Include any other Federal sources of funding in Box 18e. Estimated Other Funding and identify any such sources and amounts in the required Budget Narrative (see below). For individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), do NOT include your Social Security Number on this or any other document to be submitted with your application! When completing the SF-424 Application form, individuals must enter in Box

8b. Employee/Taxpayer Identification Number (EIN/TIN) the substitute number “444-44-4444.” Individuals may register in SAM.gov but are not required to have a SAM.gov registration. For individuals without a SAM.gov registration enter in Box 8c. the substitute Unique Entity Identifier (UEI) “KA5HQCLKUVW1”. For instructions on completing the SF-424, please reference the [Instructional Video: Completing the SF424](#).

### **Project Abstract Summary (OMB Number 4040-0019)**

Applicants must complete and submit the Project Abstract Summary form. The Project Abstract Summary form must provide a brief award description. The description must be in plain language that the public can understand without viewing the full application proposal. It should include a brief, simple description of the project purpose, activities to be performed, deliverables and expected outcomes, intended beneficiaries, and subrecipient activities, if known at the time of submission.

Do not include personally identifiable, sensitive, or proprietary information in the award description as this is available to the public. Use only English characters, numbers, punctuation, and standard symbols. Use of non-English, non-standard characters (also referred to as special or extended ASCII characters) will result in the award description failing to be reported correctly to USASpending.gov. Award descriptions are limited to 4,000 characters or less. Applicants should check the length of the award description and proofread for proper grammar and spelling.

For applicants applying through Grants.gov: Applicants must download and complete the Grants.gov “Project Abstract Summary” form from the full text announcement. To submit the Grants.gov “Project Abstract Summary” form with the application, applicants must add the form as an attachment to the Grants.gov “Attachments” form that is included in the application package.

For applicants applying through GrantSolutions-Grants Management Module (GS-GMM): Applicants must enter the information in the Project Abstract Summary screen. Do not upload a document in place of entering the information directly into GS-GMM Project Abstract Screen.

### **Project Narrative**

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

- Need: Explain why the project is necessary and how it fulfills the purpose of BIG;
  - Describe existing facilities available for eligible vessels at your location and near the proposed project; and
  - Describe how the proposed project fills a need or offers a benefit not offered by existing facilities; and
  - Give information to support the number of transient boats expected to use the facilities in the proposed project area and demonstrate why existing facilities are insufficient to meet demand.

- Purpose: State the ultimate purpose for the proposed project and link the purpose to the demonstrated need.
- Objectives: The Service created Standard Objectives to standardize performance reporting and document national accomplishments that deliver results consistent with the BIG Program’s authorizing legislation and program regulation. Your project narrative must only use one or more of the Standard Objectives listed in the [TRACS Performance Matrix](#). We encourage you to work with your CI Regional Office if you have questions about the use of TRACS Standard Objectives in your Project Narrative. Please refer to the Service’s CI Training Portal site for [example project statements](#) that utilize TRACS Standard Objectives. You can also build your objectives using the TRACS Objective Builder Tool available at the [Training: TRACS Resources and Job Aids](#) site.
- Results or benefits expected:
  - Describe the expected results or benefits from accomplishing the objectives;
  - Describe each capital improvement (see [50 CFR 86.3](#)), service or other product that will result from the project;
  - Describe how the structures, service, or other products will address the need(s) and benefits for eligible users.
- Approach:
  - Describe the approach to be used in meeting the objectives;
  - Describe the methods, designs, and/or procedures to be used to achieve the objectives, providing enough information on the status of required permits or other compliance requirements (National Environmental Policy Act, Section 7 of Endangered Species Act, and Section 106 of the National Historic Preservation Act) for us to make a preliminary assessment of what environmental compliance may be needed;
  - Identify the Project Officer who has or will have detailed knowledge of the project, state whether they are the Federal Assistance Coordinator for the State agency, give the contact information, and state whether they have signatory authority for committing the recipient to a course of action;
  - Give the name, contact information, qualifications, and role of each known concessioner or subrecipient;
  - Explain how you will exercise control to ensure the BIG-funded facility continues to achieve its authorized purpose during the useful life of the facility;
  - Provide a timeline of activities.
- Relationship with other grants: Describe any relationship between the proposed project and other related work funded by Federal grants that is planned, anticipated, or underway. You must also list any previous federal grant(s) with the applicable FBMS #, if any exist, that this application is related too. If this application is related to a previously awarded CI grant explain the reason for submission (adding funds, scope change, additional work, etc.).
- Geographic Location/Drawings/ Maps/Photographs: Your proposal will be reviewed, in part, on the quality of the access you provide for eligible vessels to significant destinations, services, and other amenities. In addition to addressing the project location

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

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

Note: The purpose of BIG is to construct, renovate, and maintain boating infrastructure (see [50 CFR 86.3 Boating infrastructure](#) and [86.12](#)) for transient recreational vessels at least 26 feet long (see [50 CFR 86.3, Eligible vessel](#)). Critical boating infrastructure in a BIG-funded project must be strictly dedicated to the purposes of BIG. This means that dockage, slips, and moorings funded under the award, must be specifically identified as accessible to only BIG-eligible vessels, at distinct locations and times. Applicants must clearly identify these required details in their applications.

Structures, equipment, accessories, and services not directly associated with the BIG-dedicated boating infrastructure (dockage, slips and moorings) are unlikely to be approved for funding under BIG. There may be occasional exceptions. If a specific need is demonstrated and supported in a Tier 1 application, an applicant may propose that BIG funds be appropriately allocated to anticipated BIG-eligible vessel use for a shared amenity, such as a fuel dock, if a clear need by BIG-eligible vessels is justified in the approach. The applicant must provide clear evidence for the justification, how they determine the appropriate amount of BIG funds to apply to the activity, and how they will monitor to ensure BIG-eligible vessels receive commensurate benefits.

The Service has implemented an electronic performance reporting system called TRACS (<https://tracs.fws.gov>) in order to document recipient performance and for reporting on national program accomplishments that deliver meaningful results consistent with the BIG Program's authorizing legislation and regulation. If your application is selected for funding, you are required to enter grant and Project Narrative information in TRACS within 60 calendar days of

the latter: (a) period of performance start date; or (b) the date the award was approved. If you need assistance, please contact your CI Regional Office (see Section C1).

### **SF-424A, Budget Information for Non-Construction Programs**

Applicants must complete and submit the SF-424A Budget Information form for Non-Construction Programs or Projects. All required application forms are available with this announcement on Grants.gov or in GrantSolutions. Federal award recipients and subrecipients are subject to Federal award cost principles in Title 2 of the Code of Federal Regulations (CFR) part 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. In “Section A – Budget Summary” on the SF-424A form enter the funding requested from this Federal program in the first row. Identify any other Federal funding sources and amounts in the required Budget Narrative (see below). In “Section B – Budget Categories” on the SF-424A form enter the funding requested for each Object Class Category. For the SF-424A “Contractual” category enter estimated contractual costs only. Do not include subaward costs in the “Contractual” category. Enter estimated subaward costs in the SF-424A “Other” category. Provide a separate description and total estimated costs for both contractual and subaward costs in the required Budget Narrative (see below). For more information about subrecipient and contractor determinations, see 2 CFR §200.331. For instructions on completing the SF-424A, please reference: Instructional Video: Completing the SF424.

### **SF-424C, Budget Information for Construction Program**

Applicants must submit the appropriate SF-424C Budget Information form for Construction Programs or Projects. All required application forms are available with this announcement on Grants.gov and in GrantSolutions. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200. Applicants must show funds requested from this Federal program separately from any other Federal sources of funding. Identify any other Federal funding sources and amounts in the required Budget Narrative (see below).

### **Budget Narrative**

Applicants must include a budget narrative that describes and justifies requested budget items and costs. In your budget narrative, describe how the SF-424 Budget Information, “Object Class Category” totals were determined. Include a complete description of each cost category. For personnel salary costs, generally describe how estimates were determined by identifying what type of staff will support the project and how much time they will contribute to the project (in hours or workdays). Describe proposed [items of cost that require prior approval](#) under the [Federal award cost principles](#), including any anticipated subawarding, transferring, or contracting out of any work under the award. If known at the time of application, include an estimated number of subawards and the dollar amount anticipated for each subaward. If equipment previously purchased with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source. Identify any third-party cash or in-kind contributions that a partner or other entity will contribute to the project and describe how the contributions directly and substantively benefit completion of the project. For in-kind contributions, identify the source, the amount, and the valuation methodology used to determine the total value. See [2 CFR §200.306](#) for more information. Please note the prohibitions on certain telecommunications and video surveillance services or equipment in [2 CFR 200.216](#). Recipients may not earn, make, or keep any profit resulting from any financial assistance awards. These costs are not allowable and should not be included in any proposed costs.

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

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

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

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

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

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

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

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

### **Conflict of Interest Disclosure**

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

- a. *Applicability.*
  1. This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.
  2. In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict of interest provisions in [2 CFR §200.318](#) apply.
- b. *Notification.*
  1. Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with [2 CFR §200.112](#).
  2. Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.
- c. *Restrictions on lobbying.* Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to [43 CFR §18](#) and [31 USC §1352](#).
- d. *Review procedures.* The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a

significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

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](#)).

### **Uniform Audit Reporting Statement**

All U.S. states, local governments, Indian tribes, institutions of higher education, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#), in accordance with 2 CFR 200 subpart F. U.S. state, local government, Indian tribes, institutions of higher education, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

### **Certification Regarding Lobbying**

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

### **Disclosure of Lobbying Activities**

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

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

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regard to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regard to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regard to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that



proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. When overlap exists, your statement must end with “We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this Funding Opportunity in writing.”

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

#### **Identifier and System for Award Management (SAM.gov) Registration:**

This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register as a financial assistance recipient in SAM.gov prior to submitting a Federal award application and obtain a [Unique Entity Identifier \(UEI\)](#). A Federal award may not be made to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Federal award recipients must also continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s). Entities already registered in SAM.gov should review their registration to confirm that they are registered as a financial assistance recipient, which requires completion of the SAM.gov “Financial Assistance General Certifications and Representations”. See the “Submission Requirements” section of this document below for more information on SAM.gov registration.

Applicants can register on the [SAM.gov](#) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity’s IRS information. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

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

#### **Due Date for Applications**

09/18/2024

#### **Application Due Date Explanation**

Electronically submitted applications must be submitted no later than 11:59 PM, ET, on the listed application due date.

State and other eligible agency applicants must submit applications through GrantSolutions or Grants.gov by the deadline. The Service recommends that you submit your application early enough to address any unforeseen technical complications. We also recommend that you verify that all documents have been received with your Regional CI Office before the deadline. The Service will not consider applications received after the deadline.

Applicants requesting comments or assistance with their applications are encouraged to submit applications to their Regional CI Office (see Section C1) at least 4 weeks prior to the due date. Although there is no guarantee that the Regional CI Office will provide comments, feedback may include recommendations to improve the application.

## **D5. Intergovernmental Review**

An intergovernmental review may be required for applications submissions from a U.S. state or local government prior to submission. Applicants must contact their State's Single Point of Contact (SPOC) to comply with the state's process under [Executive Order 12372](#). The State Single Point of Contact list is available on the [OMB Office of Federal Financial Management website](#).

## **D6. Funding Restrictions**

### **Indirect Costs: Individuals**

Individuals applying for and receiving funds separate from a business or non-profit organization they may operate are not eligible to charge indirect costs to their award. If you are an individual applying for funding, you must not include any indirect costs in your proposed budget.

### **Indirect Costs: Organizations**

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

Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients may not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

### **Required Indirect Cost Statement to be submitted by Organization:**

**U.S. state or local government entities receiving more than \$35 million in direct Federal funding** must include the following statement in their application and attach a copy of their most recently negotiated rate agreement:

- We are a U.S. state or local government entity receiving more than \$35 million in direct Federal funding. We submit our indirect cost rate proposals to our cognizant agency. Our current indirect cost rate is [insert rate]. Attached is a copy of our most recently negotiated rate agreement/certification.

**U.S. state or local government entities receiving \$35 million or less in direct Federal funding** must include the applicable statement from this list:

- We are a U.S. state or local government entity receiving \$35 million or less in direct Federal funding. We prepare and retain for audit an indirect cost rate proposal and documentation per 2 CFR 200, Appendix VII. Our current indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award].
- We are a U.S. state or local government entity receiving \$35 million or less in direct Federal funding. We have not prepared an indirect cost rate proposal and documentation per 2 CFR §200, Appendix VII and elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR §200.1. We understand we must use this methodology consistently for all Federal awards until we choose to establish a rate per 2 CFR §200. We understand we must notify the Service in writing if we establish a rate that changes the methodology used to charge indirect costs during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.

**All other organizations** must include the applicable statement from this list and any related documentation in their application. Please note, an organization with a current negotiated (including provisional) rate may not elect to charge the 10% de minimis rate of Modified Total Direct Costs during the period covered by their current negotiated rate.

- We are an organization with a current negotiated indirect cost rate. In the event we receive an award, we will charge indirect costs per our current negotiated rate agreement. Attached is a copy of our current rate agreement.
- We are an organization with a negotiated indirect cost rate that has expired. Attached is copy of our most recently negotiated rate agreement. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide the Service a copy of our approved rate agreement before charging indirect costs to the Federal award.
- We are an organization that has never negotiated an indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate], which is charged against [insert a complete description of the direct cost base used to distribute indirect costs to the award]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date. We understand we must provide the Service a copy of our approved rate agreement before charging indirect costs to the Federal award.
- We are an organization that does not have a current negotiated (including provisional) rate. In the event an award is made, we elect to charge the de minimis rate of 10% of Modified Total Direct Costs as defined in 2 CFR §200.1. We understand we must use this methodology consistently for all Federal awards until such time as we negotiate a

different rate with our cognizant agency. We understand that we must notify the Service in writing if during the award period we establish a rate that changes the methodology used to charge indirect costs to the award. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs and that such changes are subject to review, negotiation, and prior approval by the Service.

- We are an organization submitting a [insert either “Cooperative Fish and Wildlife Research Unit Program” or “Cooperative Ecosystem Studies Unit Network”] project proposal, which has an indirect cost rate cap of [insert rate; CRU is currently 15%; CESU is currently 17.5%]. In the event we receive an award, we understand that if we have a current negotiated (including provisional) indirect cost rate agreement we must charge the capped indirect cost rate to the same base identified in our approved indirect cost rate agreement. We understand we must request prior approval from the awarding program to use the [2 CFR 200.1 Modified Total Direct Costs](#) (MTDC) base instead of our approved base and that we must submit such requests with our application, including a calculation showing how use of the MTDC base results in an overall reduction in the total indirect costs recovered. If we do not have current negotiated (including provisional) rate, we understand we must charge the capped indirect cost rate against Modified Total Direct Costs (MTDC) as defined in 2 CFR §200.1. If we have never negotiated a rate, we understand we must use the de minimis rate of 10% of MTDC.
- We are an organization that will charge all costs directly.

### **Funding Restrictions**

Unless the following features are already part of a facility, or are funded through another source, at project completion a BIG Tier 1-funded facility must:

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

Applicants for Tier 1 – State BIG funds are subject to the following administrative conditions or restrictions:

- a. You may request BIG funds for facility maintenance only if you will complete the maintenance action during the period of performance, and only if it directly benefits eligible users and is directly related to the proposed BIG project. Maintenance must be

completed during the period of performance. Amendments to extend the period of performance must be approved by the CI grant manager;

- b. You are responsible for all maintenance costs after the period of performance, although you may apply user fees collected at the BIG-funded facility after the period of performance to the maintenance of the facility;
- c. If you use BIG funds for maintenance at a facility that has received a BIG grant in the past, you must extend the useful life of each affected capital improvement accordingly;
- d. You may limit or exclude BIG funding for maintenance or other costs that you make available to subrecipients;
- e. Dredging that is needed to fulfill the purpose and objectives of the proposed project can qualify as an eligible action only if all dredging-related actions do not exceed **\$200,000** in Federal funds and you have allocated the dredging costs between the expected use by eligible and ineligible vessels (if applicable; for guidance on allocating or prorating costs, see [50 CFR 86.19](#));
- f. You must maintain the dredged area at the approved width and depth for the useful life of the BIG-funded facility;
- g. You or another entity approved by us must own or have legal right to operate the BIG-funded facility, or you must demonstrate in your proposal that the owner of the facility will use the BIG-funded facility for its authorized purpose for its useful life;
- h. Pre-award costs are not guaranteed and may only be eligible if they are necessary and reasonable for completion of project objectives, and are approved in writing in advance of the original award by the Regional CI Office. Request for pre-award costs need to include the dates of validity, costs, and a justification;
- i. You may be required to record the Federal interest in real property that includes a BIG-funded capital improvement and/or you may be required to direct your subrecipients(s) to record such interest (see [50 CFR 86.18](#));
- j. If boats other than transient recreational boats at least 26 feet in length will use or benefit from an eligible BIG project, you must prorate the costs according to [50 CFR 86.19](#);
- k. You must give clear information using signs or other methods that direct eligible users to BIG-funded facilities and inform users of restrictions and operating periods (see [50 CFR 86.94](#)).

An application is ineligible for funding if you propose to:

- a. Complete a project that does not provide public benefits, for instance, a project that is not open for use by the public;
- b. Implement or support law enforcement activities;
- c. Significantly degrade or destroy valuable natural resources or alter the cultural or historic nature of the area;
- d. Support operations of a BIG-funded facility including routine custodial activities, service worker salaries, facility administration, utilities, rent, taxes, or insurance;
- e. Develop a State program plan to construct, renovate, or maintain boating infrastructure;
- f. Acquire land or any interest in land;
- g. Construct, renovate, or maintain roads or parking lots, except as described at [50 CFR 86.11\(a\)\(1\)](#);

- h. Construct, renovate, or maintain boating infrastructure for: stores, food service or other retail businesses, lodging, facility administration or management;
- i. Construct, renovate, or maintain facilities for boat transportation, storage, repair or other services;
- j. Purchase or operate service boats to transport boaters to and from mooring areas;
- k. Conduct certain marketing activities that do not focus on BIG or the BIG-funded facility (see [50 CFR 86.16\(a\)\(8\)](#));
- l. Purchase supplies and other expendable personal property not directly related to achieving the project objectives;
- m. Support other activities that are inconsistent with the purposes of BIG or that are inconsistent with Federal Cost Principles (see [2 CFR 200, subpart F](#)).

## D7. Other Submission Requirements

### GrantSolutions Application Procedures

The Service uses the GrantSolutions system to manage financial assistance applications and awards. Applicants must register in and conduct any subsequent award business with the Service in GrantSolutions. To apply, your organization and organization officials must be established in GrantSolutions. To register your organization in GrantSolutions, send an email to [help@grantsolutions.gov](mailto:help@grantsolutions.gov). The following information must be included in your email and must match your organization's SAM.gov entity record:

#### Subject: New Organization Request

- Organization/Individual Name
- Point of Contact first and last name, email, and phone number
- Organization Type
- SAM.gov Unique Entity Identifier (not required for individuals or Service-waived entities)
- Organization Employer Identification Number (Applicants that are INDIVIDUALS DO NOT include your social security number)
- Address

To establish organization official accounts and user role(s), complete a Recipient User Account Request Form for each official and email it to [help@grantsolutions.gov](mailto:help@grantsolutions.gov). The GrantSolutions entity user roles are: Authorizing Official (ADO); Principal Investigator/Program Director (PI/PD); Support Specialist (GSS); Financial Officer (FO); and Financial Support Staff (FSS). All roles can do the following: enter applications, amendments, and reports, view awards, and view and create notes. The ADO and the PI/PD roles can also submit applications, amendments, and reports. The FO role can also submit reports. At a minimum, registered organizations must assign someone to the ADO and PI/PD roles. For GrantSolutions registration, submission, and other assistance contact their Customer Support by telephone at 1-866-577-0771 or by email at [help@grantsolutions.gov](mailto:help@grantsolutions.gov). To access GrantSolutions, users must establish a Login.gov account at <https://login.gov/>. For assistance, contact their customer support by telephone at (844) 875-6446 or submit a request for assistance online at <https://login.gov/contact/>.

To apply through GrantSolutions, log in to GrantSolutions. If this is your first application submission, click on the "Begin an application" link that appears on screen. If you have previously applied, click on the "Funding Opportunity" link in the blue header bar at the top of the screen. Either action should take you to the "Competing Announcements-Application Kits" list screen. To find this Funding Opportunity, search the list for the Funding Opportunity Number and Title provided on the first page of this document (also provided on the corresponding Grants.gov Grant Opportunity Synopsis screen). To start an application, click on the "Apply" link associated with the correct Funding Opportunity on the list. For more information on how to complete and submit an application, see the [GrantSolutions Training Resources web page](#).

## **E. Application Review Information**

### **E1. Criteria**

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

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

Prior to award, the program will conduct and document a review of the proposed budget to ensure figures are calculated correctly, proposed costs are clearly linked to the project narrative and seem necessary and reasonable, no obviously unallowable costs are included, costs requiring prior approval are identified and described, indirect cost are applied correctly, and any program match or cost share requirements are addressed.

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

Prior to award, the program will evaluate the risk posed by applicants as required in [2 CFR §200.206](#). Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently \$250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in [2 CFR §200.208](#) should be applied to the award.

We will accept applications from eligible state, territory and District of Columbia agencies via [GrantSolutions](#) or [Grants.gov](#) any time after publication of the NOFO and prior to the application deadline. We determine if applications are complete, substantial, and eligible. Approval of funding is at the discretion of the Service Director or his/her designee. Project selection is a three-step process: application acceptance, applicant risk assessment, and award notification.

The Service Regional CI Office will notify State applicants of the award and the process needed to receive a grant, including satisfactory completion of compliance requirements. When these requirements are met, you will be notified detailing the terms and conditions of the award.

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

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

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

We anticipate announcing funding approval during March or April 2025.

## **F. Federal Award Administration Information**

### **F1. Federal Award Notices**

The Service Regional CI Office will notify agency applicants of the award and the process needed to receive a grant, including satisfactory completion of compliance requirements. When these requirements are met, the Regional CI Office will send a Notice of Award to your agency detailing the terms and conditions of the award.

A notice of funding approval is not an approval of pre-award costs nor a notice that work on the project can begin.

### **F2. Administrative and National Policy Requirements**

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

See the [Service’s General Award Terms and Conditions](#) for the general administrative and national policy requirements applicable to Service awards.



**Buy America Provision for Infrastructure: Required Use of American Iron, Steel, Manufactured Products, and Construction Materials.** Per 2 CFR 184, none of the funds provided under a Federal 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 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. For construction material standards see 2 CFR §184.6.

The Buy America preference only applies to articles, materials, and supplies 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.

#### **Department of the Interior General Applicability Waivers:**

There may be instances where a project qualifies, in whole or in part, for an existing Department of the Interior (Department) general applicability waiver. If a project is selected for funding, recipients are responsible for determining if an approved waiver applies to their project. A list of active waivers is available on the [Department's General Applicability Waivers web page](#). For more information on the waiver process and how to request a waiver, see the [Service's General Award Terms and Conditions](#).

## **F3. Reporting**

### **Financial Reports**

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice

of Award. For instructions on completing the SF-425, please reference: [Instructional Video: Completing the Federal Financial Report](#).

### **Non-Construction Performance Reports**

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals was not met, if appropriate; and any other pertinent information relevant to the project results. **Final** reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim performance** reports on the frequency established in the Notice of Award.

Recipients must submit all performance reports into TRACS (unless exempt) and GrantSolutions as described in the Notice of Award terms and conditions. Non-exempt recipients should first complete their performance reports in TRACS. Once completed, TRACS will generate a performance report that you can upload in GrantSolutions. When the award includes facility construction, the recipient will be responsible for entering information into the TRACS facility module to create facility records. The Service will enter facility record information into TRACS on behalf of any TRACS-exempt recipients.

All recipient's (including TRACS-exempt recipient's) performance report information must provide quantitative outputs to the approved Standard Objectives, and narrative responses to the following questions:

1. What progress has been made towards completing your objectives(s) of the project?
2. Please describe and justify any changes in the implementation of your objective(s) or approach(es).
3. If applicable, please share if your project resulted in any unexpected benefits, promising practices, new understandings, cost efficiencies, management recommendations, or lessons learned.
4. For survey projects only: If applicable, does this project continue work from a previous award? If so, how do the current results compare to prior results? (Recipients may elect to add attachments such as tables, figures, or graphs to provide further detail when answering this question).
5. If applicable, identify and attach selected publications, photographs, screenshots of websites, or other documentation (including articles in popular literature, scientific literature, or other public information products) that have resulted from this project that highlight the accomplishments of the project.
6. Is this a project you wish to highlight for communication purposes?
7. For Comprehensive Management System (CMS) States only: If the grant is a CMS, has the agency state submitted an updated report every 3 years detailing the CMS components: (a) inventory and scanning; (b) strategic plan; (c) operational plan; and (d) evaluation and control have been reviewed and summaries included which provide detailed review results and recommendations?

### **Construction Performance Reports**

For construction awards, onsite technical inspections and certified percentage of completion data may be relied on to monitor progress for construction. Additional performance reports for construction activities may be required only when considered necessary. However, awards that include both construction and non-construction activities require performance reporting for the non-construction activities. See [2 CFR§200.329](#) for more information. The USFWS will describe all performance reporting requirements in the Notice of Award.

### **Significant Development Reports**

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

### **Real Property Reports**

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

### **Conflict of Interest Disclosures**

Per 2 CFR §1402.112, non-Federal entities and their employees must take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements. In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the provisions in [2 CFR §200.318](#) apply. Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with [2 CFR §200.112](#). 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 Service Project Officer identified in their notice of award in writing of any conflicts of interest that may arise during the life of the award, including those that reported by subrecipients. The Service will examine each disclosure to determine whether a significant potential conflict exists and, if it does, work with the applicant or recipient to develop an appropriate resolution. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award.

### **Other Mandatory Disclosures**

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

Failure to make required disclosures can result in any of the remedies for noncompliance described in 2 CFR §200.339, including suspension or debarment.

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

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

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

### **G1. Program Technical Contact**

For **programmatic technical assistance**, contact:

First and Last Name:

Brad Gunn

Telephone:

703-785-3829

Email:

Brad\_Gunn@fws.gov

### **G2. Program Administration**

For **program administration assistance**, contact:

First and Last Name:

Brad Gunn

Telephone:

703-785-3829

Email:

Brad\_Gunn@fws.gov

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

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

Grants.gov Customer Support

Numeric Input Field: 1-800-518-4726

[Support@grants.gov](mailto:Support@grants.gov)

For **GrantSolutions technical registration, submission, and other assistance contact:**

GrantSolutions Customer Support

## H. Other Information

### Payments

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by the Service program. Foreign recipients receiving funds to a final destination bank outside the U.S. are required to receive payment through the U.S. Treasury's International Treasury Services (ITS) System. Foreign recipients receiving funds to a final destination bank in the U.S. are required to enter and maintain current banking details in their SAM.gov entity profile and receive payment through the Automated Clearing House network by electronic funds transfer (EFT). The Bureau will include recipient-specific instructions on how to request payment, including identification of any additional information required and where to submit payment requests, as applicable, in all Notices of Award.

### Boating Infrastructure Grant Program Questions and Answers:

**How can I use BIG funds for dredging and does it have to be only for dredging in the direct route from open water to the slips?** The BIG Final Rule allows for a maximum of \$200,000 in BIG Federal funds per funding year for dredging costs. This includes any and all costs associated with dredging, so you cannot receive more than \$200,000 by requesting permitting, engineering, disposal, etc. costs related to dredging in other parts of the grant proposal. You may receive the maximum \$200,000 BIG Federal funds for a BIG Tier 1 grant, a BIG Tier 2 grant, or both.

If a State receives a grant award under BIG Tier 2 that includes \$200,000 in Federal funds for dredging (\$266,666.67 total with match), and the actual dredging costs exceed this amount, it is permissible for a State to use a BIG Tier 1 grant to supplement Tier 2 award. Note that the maximum limit \$200,000 Federal BIG dollars per funding year still applies.

The dredging must support the project, but can be anywhere in the basin. You must state in your application how the dredging is necessary and reasonable for completion of the project and meeting the objectives of the project.

**May I use BIG funds in the future for maintenance dredging?** Yes. However, remember there is no guarantee of future funding and you still must commit to maintaining the dredged area for the useful life of the project. You may use either BIG Tier 1 or BIG Tier 2 funds for maintenance dredging. Use of BIG Tier 1 funds for dredging is a State-level decision; BIG Tier 2 funds are nationally competitive and may not score well if maintenance dredging is a primary purpose unless the applicant clearly identifies compelling reasons for it. Funding amounts are limited to \$200,000 Federal.

**Are services such as food service, retail, or lodging considered eligible boating infrastructure facilities for this program?** No. BIG will not fund services or structures for food service, retail, or lodging. This includes ship stores, food courts, and hotels.

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

**Are parking lots and access roads adjacent to boating facilities for transient, recreational vessels eligible costs?** No. Parking lots, access roads, walkways, and other surface areas damaged as a direct result of BIG-funded construction may be repaired, but new construction or renovation of these components is not an eligible cost.

**I want to “get the word out” about my BIG-funded facility. Can I do anything using BIG funds?** Yes. Public communication, which may include advertisements, magazine articles, website information, etc. are allowed only when the focus of the message is the BIG program and/or the BIG-funded facility. The communication must focus on the BIG-funded project and services or amenities for eligible transient boaters and cannot focus on the agency or the marina in general.

**Can I fund a pumpout or floating restroom with BIG funds?** Yes. However, you must clearly prorate costs if a proposed facility will be used by anyone other than boaters operating transient recreational vessels 26 feet in length or longer.

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

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

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

We will accept BIG Tier 1 applications that include only these activities in anticipation of the development of transient boating opportunities. However, Tier 2 applications that do not include the development of transient boating facilities will likely rank low and are unlikely to be funded.

We encourage applicants to consider using BIG Tier 1 funds for this type of preliminary work or contact the Regional CI Office to discuss other possible funding strategies.

**May I purchase land, or an interest in land, with BIG funds?** No, land acquisition or an interest in real property (fee simple, easement, lease) is not an eligible activity under the BIG regulation.

**May I use the value of existing boating infrastructure as non-Federal match?** Generally you may only use the value of any structure completed before the beginning of the period of performance as match if the Service approves the activity as a pre-award cost.

**May real property serve as the State match? May I use BIG funds for leasing land, buying an easement, or other real property transactions?** Match may not include any real property interest in land or water, including existing riparian rights. Land or water, or any interest in land or water, is not an eligible cost.

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

**How do I allocate (prorate) costs between eligible and ineligible uses?** Unless the proposed boating infrastructure will benefit only transient recreational boaters operating vessels 26 feet or more in length, you must clearly show in your application how you divide project costs between eligible and ineligible uses. You must do this for costs of all discrete elements and major components in your project. You must tell us the basis or method used to determine what percentage of use is for eligible users and what percentage is for ineligible users. Explain your reasoning. Some examples of methods used may be equipment usage records, square footage or number of slips, vessel surveys, etc.

**What about not having to prorate for secondary benefits?** This consideration is only for components where the primary benefit is 100% for eligible vessels/users. We recommend if you have a component that meets this standard and it also has a secondary benefit that is not strictly for eligible users, you contact your Regional CI Office to discuss. Your Regional Office will advise if the secondary benefit is significant enough to require you to allocate (prorate) costs. If we determine that the component significantly benefits both eligible and ineligible users, we will expect you to prorate costs.

**What if a component has a low value as discussed in [50 CFR 86.19\(c\)\(3\)](#)? Do I need to allocate (prorate) costs?** We generally expect that all costs will be appropriately allocated. However, if the value of a project component or element is \$5,000 or less, you do not have to prorate costs. If you have a component that has a value under \$5,000 and you would like to take advantage of this option, you should contact your Regional CI Office to discuss prior to submission of your proposal. The component must be clearly stand-alone and not a smaller part of a larger component. Be advised that when the project is completed, if the cost ends up being above the \$5,000 threshold, you are responsible for the increased cost and cannot charge the excess to the grant.

**How long do I have to finish my project?** We must obligate BIG funds through an approved grant within 3 Federal Fiscal Years from the beginning of the award year. We will assign a grant start date during this time. From the assigned start date, you have 3 years to complete the project. If justified, you may request up to a two-year extension. One more extension may be available, but must be approved by the Regional Director and the CI Assistant Director.

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

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

#### **OMB Control Number: 1018-0100**

Per the Paperwork Reduction Act of 1995 (PRA; 44 U.S.C. 3501 et seq.), the U.S. Fish and Wildlife Service (Service) collects information in accordance with program authorizing legislation to conduct a review and select projects for funding and, if awarded, to evaluate

performance. Your response is required to obtain or retain a benefit. We may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

**Privacy Act Statement:** This information collection is authorized by 5 U.S.C. 5701 et seq. The information provided will be used to administer all Service financial assistance programs and activities including to: (1) determine eligibility under the authorizing legislation and applicable program regulations; (2) determine allowability of major cost items under the Cost Principles at 2 CFR 200; (3) select those projects that will provide the highest return on the Federal investment; and (4) assist in compliance with laws, as applicable, such as the National Environmental Policy Act, the National Historic Preservation Act, and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. This information may be shared in accordance with the Privacy Act of 1974 and the routine uses listed in INTERIOR/DOI-89, Grants and Cooperative Agreements: FBMS - 73 FR 43775 (July 28, 2008). Furnishing this information is voluntary; however, failure to provide all requested information may prevent the Service from awarding funds.

**Estimated Burden Statement:** We estimate that it will take you on average about 40 hours to complete an initial application, about 3 hours to revise the terms of an award, and about 8 hours per report to prepare and submit financial and performance reports, including time to maintain records and gather information. Actual times for these activities will vary depending on program-specific requirements. Direct comments regarding the burden estimates or any other aspect of the specific forms to the Service Information Clearance Officer, USFWS, U.S. Department of the Interior, 5275 Leesburg Pike, MS: PRB (JAO/3W), Falls Church, VA 22041-3803, or by email to [Info\\_Coll@fws.gov](mailto:Info_Coll@fws.gov).