

## ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

### EXECUTIVE SUMMARY

Federal Agency Name(s): National Ocean Service (NOS), National Oceanic and Atmospheric Administration (NOAA), Department of Commerce

Funding Opportunity Title: CRCP Domestic Coral Reef Conservation Grants

Announcement Type: Initial

Funding Opportunity Number: NOAA-NOS-OCRM-2011-2002594

Catalog of Federal Domestic Assistance (CFDA) Number: 11.482, Coral Reef Conservation Program

Dates: Full Proposals must be received by [www.grants.gov](http://www.grants.gov), postmarked, or provided to a delivery service by 5:00 p.m. (EST) on November 1, 2010. Use of U.S. mail or another delivery service must be documented with a receipt. No facsimile or electronic mail applications will be accepted. Please note: Validation or rejection of your application by Grants.gov may take up to 2 business days after submission. Please consider this process in developing your submission timeline.

Funding Opportunity Description: The NOAA Coral Reef Conservation Grant Program, as authorized under the Coral Reef Conservation Act of 2000, provides matching grants of financial assistance to institutions of higher education, non-profit organizations, commercial organizations, and local and Indian tribal government agencies under the Domestic Coral Reef Conservation Grant program. These awards are intended to support coral reef conservation projects in shallow water coral reef ecosystems, including mesophotic depths, in American Samoa, the Commonwealth of the Northern Mariana Islands, Florida, Guam, Hawaii, Puerto Rico, and the U.S. Virgin Islands. Proposals submitted to this competition must address at least one of the following four categories: 1) Fishing Impacts; 2) Land-Based Sources of Pollution; 3) Climate Change; and 4) Local and Emerging Management Issues. All proposed work should be consistent with the CRCP National Goals and Objectives 2010-2015 ([http://coralreef.noaa.gov/aboutcrp/strategy/currentgoals/resources/3threats\\_go.pdf](http://coralreef.noaa.gov/aboutcrp/strategy/currentgoals/resources/3threats_go.pdf)) and/or the relevant Jurisdictional Coral Reef Management Priorities (<http://coralreef.noaa.gov/aboutcrp/strategy/reprioritization/managementpriorities>). Proposals selected for funding through this solicitation will be implemented through a grant and will require a 1:1 match of non-Federal funds. Approximately \$500,000 is expected to be available for this competition in FY 2011. Funding will be divided among the U.S. Pacific and Atlantic regions to maintain the geographic balance of the Grant Program overall, as required by the Coral Reef Conservation Act of 2000. NOAA will not accept proposals with a budget under \$30,000 or over \$125,000 under this solicitation. It is expected that the average award size will

be \$65,000.

## FULL ANNOUNCEMENT TEXT

### I. Funding Opportunity Description

#### A. Program Objective

Coral reefs and associated seagrass and mangrove communities are among the most complex and diverse ecosystems on earth. They support important fishing and tourism industries, protect coasts from wave and storm damage, build tropical islands, contain an array of potential pharmaceuticals, and provide local communities with a source of food, materials and traditional activities.

As shallow-water, near shore communities, coral reef ecosystems are ecologically closely linked to adjacent watersheds and are highly vulnerable to human activity. Stresses in the coral reef environment include poor water quality from runoff and inadequate sewage treatment, destructive fishing practices, sedimentation, recreational overuse and misuse, and impacts from climate change.

To address these threats, Congress passed the Coral Reef Conservation Act of 2000 (Act), which established the NOAA Coral Reef Conservation Program (CRCP) and provided guidance for allocation of Federal funding toward efforts to conserve coral reef ecosystems in the U.S. and Internationally. As required in the Act, one of the primary functions of the CRCP is to provide financial assistance to external partners for coral reef conservation projects consistent with the Act and CRCP priorities. From 2002 to 2008, CRCP efforts were focused on priorities articulated in A National Coral Reef Action Strategy (<http://coris.noaa.gov/activities/actionstrategy>), which outlined the efforts needed to better understand coral reef ecosystems and reduce impacts from 13 key threats that had been identified by NOAA in conjunction with the U.S. Coral Reef Task Force.

In response to several factors, which include an external program review in fall 2007, a new program manager, and recent international and threat abatement working group efforts, the CRCP priorities were refined and redirected beginning in 2008. New program priorities have been outlined in the CRCP Goals and Objectives 2010-2015 ([http://coralreef.noaa.gov/aboutcrpc/strategy/currentgoals/resources/3threats\\_go.pdf](http://coralreef.noaa.gov/aboutcrpc/strategy/currentgoals/resources/3threats_go.pdf)), the seven Jurisdictional Coral Reef Management Priorities documents (<http://coralreef.noaa.gov/aboutcrpc/strategy/reprioritization/managementpriorities>). These documents are relevant to all CRCP grant programs, but some may be more or less relevant

to particular applicants. Please refer to the Program Priorities in Section I(B) for details on which of these documents is/are most applicable for this funding announcement.

As required under the Act, NOAA published the NOAA Coral Reef Conservation Grant Program (Grant Program) Implementation Guidelines (Guidelines) in Federal Register Vol. 67, No. 76, page 19396, on Friday, April 19, 2002. Based on CRCP efforts to realign the grant program with new CRCP priorities, a revision of the Guidelines was undertaken in fall of 2009 and new draft Guidelines were published on Tuesday, January 19, 2010 in Federal Register Vol. 75, No. 11, page 3092. The new draft Guidelines incorporated relevant comments received by the program and are published concurrently with this notice. The Guidelines can be also found at:  
<http://coralreef.noaa.gov/aboutcrctp/workwithus/funding/grants/welcome.html>.

All applications submitted in response to this FFO must be consistent with the requirements stated herein and the Guidelines. Funding is subject to the availability of Federal appropriations.

The CRCP intends to provide funding in the following four funding categories in FY2011:

1. CRCP States and Territorial Coral Reef Conservation Cooperative Agreements;
2. CRCP Domestic Coral Reef Conservation Grants;
3. CRCP Fishery Management Council Coral Reef Conservation Cooperative Agreements; and
4. CRCP International Coral Reef Conservation Cooperative Agreements.

All of the following information in this funding opportunity pertains only to the CRCP Domestic Coral Reef Conservation Grants funding category.

#### B. Program Priorities

The Domestic Coral Reef Conservation Grants program will accept applications for

projects that fall within at least one of the following four categories: (a) Fishing Impacts; (b) Land-Based Sources of Pollution; (c) Climate Change; and (d) Local and Emerging Management Needs. The awards will support only activities associated with shallow water coral reef ecosystems, including in mesophotic depths, in American Samoa, the Commonwealth of the Northern Mariana Islands, Florida, Guam, Hawaii, Puerto Rico, and the U.S. Virgin Islands. For the purpose of this solicitation, shallow water coral reefs include unconsolidated sediments (e.g., sand and mud); mangroves and other emergent vegetation; submerged vegetation (e.g., seagrass and macroalgae); hermatypic coral reefs and associated colonized hardbottom habitats (e.g., spur and groove, individual and aggregated patch reefs, and gorgonian colonized pavement and bedrock); and uncolonized hardbottom (e.g., reef rubble and uncolonized bedrock). Mesophotic depths only include those areas that are substantially linked to shallow water coral reefs (i.e., have a meaningful ecological connection between the mesophotic area and associated shallow water coral reefs).

The principal objective of this grant competition is to provide financial assistance to institutions of higher education, nonprofit organizations, commercial organizations, and local and Indian tribal governments to support coral reef conservation projects in the United States. Proposals should address threats to coral reef ecosystems identified in CRCP Goals and Objectives 2010-2015 ([http://coralreef.noaa.gov/aboutcrp/strategy/currentgoals/resources/3threats\\_go.pdf](http://coralreef.noaa.gov/aboutcrp/strategy/currentgoals/resources/3threats_go.pdf)). These include threats from fishery impacts, land-based sources of pollution, climate change and/or those identified as local and emerging management needs. Higher priority will be given to those proposals that directly address the CRCP Goals and Objectives. Priority will be given to organizations with a demonstrated track record of conducting coral reef conservation projects; projects that involve community based conservation activities; and projects that develop and disseminate high quality awareness and information materials to relevant user groups and management agencies. Applicants must provide evidence of support (e.g., letter of support, co-principal investigator, or other indication of collaboration or project support) for the project by appropriate representatives of States or other government jurisdictions in which the project will be conducted. Applicants are encouraged to consult with all other relevant local governmental and nongovernmental entities involved in coral reef activities in developing the application, and demonstrate collaboration among these entities.

Research activities are eligible only if: 1) the project conducts applied research that directly contributes to improved management and 2) the project includes prompt mechanisms to disseminate information to resource managers in addition to peer-reviewed publications (e.g., training of managers to use information or direct presentations to

managers on activities and outcomes); or 3) the research activity is a listed priority project within a local action strategy, in which case the applicant must provide the name of the local action strategy and number of the activity along with a letter of support from the local authority.

Proposed projects addressing the four categories below should be consistent with the CRCP Goals and Objectives 2010-2015 ([http://coralreef.noaa.gov/aboutcrp/strategy/currentgoals/resources/3threats\\_go.pdf](http://coralreef.noaa.gov/aboutcrp/strategy/currentgoals/resources/3threats_go.pdf)) and the Jurisdictional Coral Reef Management Priorities documents (<http://coralreef.noaa.gov/aboutcrp/strategy/reprioritization/managementpriorities>). Applicants are encouraged to show how the proposed activity contributes to other management efforts and plans (e.g., watershed management plans, conservation action plans, Local Action Strategies, communication and outreach strategies, and MPA management plans) and provide a link to the specific document whenever possible.

Details of the four categories are as follows:

1. Fishing Impacts: Activities under this category must address at least one of the following topics: 1) Obtaining essential life history and ecological information on key species or functional groups to support management actions to reduce impacts of fishing; 2) Addressing information gaps related to fishing efforts on coral reef ecosystems by measuring fishing intensity, morality, frequency, area coverage, and/or community independence to inform management activities; 3) Conducting applied biological, social, and economic research or monitoring to evaluate effectiveness of management actions; 4) Identifying and characterizing spawning sites, nursery habitats, other areas critical to particular life-history stages, biodiversity hotspots, or areas with the greatest resilience; 5) Strengthening local agency and community capacity for effective and consistent enforcement of regulations or behaviors that reduce fishing impacts on coral reef ecosystems; and 6) Developing targeted, locally-relevant outreach and communication strategies to increase community understanding and support for regulations to protect key coral reef ecosystems species and expand the use of marine protected areas.

2. Land-Based Sources of Pollution: Activities under this category must address at least one of the following topics: 1) Working with local communities and jurisdictions to develop or implement watershed management plans for priority coral reef associated watersheds; 2) Conducting applied research to address strategic scientific gaps that lead to informed management decisions related to planning and implementing activities in priority coral reef ecosystems and associated watersheds; 3) Developing innovative restoration technologies and/or transferring proven restoration tools, techniques and lessons to communities, local, state and territorial government agencies and other partners; and 4)

Conducting outreach to increase awareness and understanding of ecological and socioeconomic impacts of land-based pollution on coral reef resources to promote better stewardship and informed decisions regarding activities in watersheds that may adversely impact coral reef ecosystems.

3. Climate Change: Activities under this category must address at least one of the following topics: 1) Conducting socioeconomic assessments of the effects of climate change impacts on reef-dependent social and economic systems; 2) Identifying coral reefs that are potentially resilient to climate change; and 3) Developing tools and intervention strategies to reduce stressors or impacts from climate change and ocean acidification on coral reefs in field settings; 4) Differentiating climate related impacts from other environmental stressors; and 5) Translating climate forecasts and projections into products that are relevant and useable for improved coral reef ecosystem management and decision-making.

4. Local and Emerging Management Needs: For this category, the applicant must identify the management plan and objective in the plan that the proposed activity is addressing. Activities under this category may only address the following activities: 1) Recreational use impacts in Florida, Puerto Rico, and Guam; 2) Reducing invasive species impacts to coral reef ecosystems in Hawaii, the Virgin Islands, and Puerto Rico; 3) To develop an improved understanding of the environmental impacts from chemical constituents associated with land-based activities in watersheds adjacent to coral reefs. Of particular importance is assessing the biological impacts to coral species at environmentally relevant concentrations and understanding the risk of adverse health effects to the coral reef resources associated with a specific stressor and/or activity. Proposed research should focus on one or more of the following specific objectives:

a) Determine what constitutes environmentally relevant concentrations of the specified stressor (i.e., concentrations typically found in the environment in and around coral reefs) under various hydrodynamic and geochemical conditions in both the water column and the aquatic sediments.

b) Develop, where needed, improved techniques for sampling the pollutant constituents in relevant biological samples.

#### C. Program Authority

Authority for the NOAA Coral Reef Conservation Grant Program is provided by Section 6403 (Coral Reef Conservation Program) of the Coral Reef Conservation Act of 2000 (16 U.S.C. 6401 et seq).

## II. Award Information

## A. Funding Availability

Total anticipated funding for all grants is approximately \$500,000 and is subject to the availability of FY 2011 appropriations. NOAA will not accept proposals with a budget under \$30,000 or over \$125,000 under this solicitation. It is expected that the average award size will be \$65,000.

There is no limit on the number of applications that can be submitted by the same applicant during the 2011 competitive grant cycle. However, multiple applications submitted by the same applicant must clearly identify different projects and must be successful in the competitive review process. The number of awards made as a result of this solicitation will depend on the number of eligible applications received, the amount of funds requested for each project, the merit and ranking of the proposals, and the amount of funds made available to the Coral Reef Conservation Program by Congress. In addition, funding will be divided between the U.S. Pacific and U.S. Atlantic to meet requirements for geographic distribution of funds, as described in the Coral Reef Conservation Act. Attempts will also be made to fund one or more projects in each jurisdiction, provided that the project addresses priorities outlined above, it is identified as having sufficient merit, and it meets all other requirements as stipulated in this solicitation. The funds have not yet been appropriated for this program, and there is no guarantee that sufficient funds will be available to make awards for all qualified projects. Publication of this notice does not oblige NOAA to award any specific project or to obligate any available funds.

## B. Project/Award Period

Projects for a period of either 12 or 18 months will be considered for funding under this competition. If an application for a financial assistance is selected for funding, the CRCP has no obligation to provide any additional funding in connection with that award in subsequent years. Funding for subsequent years will require submission of a new application, which will compete with other project proposals submitted during the subsequent budget period. If an applicant wishes to continue work on a project funded through this program beyond the project period and obligated award funds have not been expended by the end of the period, the applicant must apply for a no-cost extension 30 days prior to the end of the award. Renewal of an award to increase funding or to extend the period of performance is at the discretion of NOAA.

## C. Type of Funding Instrument

Successful applicants will enter into a grant agreement with the CRCP through the National Ocean Service, Office of Ocean and Coastal Resource Management, Coral Reef Conservation Division.

### III. Eligibility Information

#### A. Eligible Applicants

Institutions of higher education, non-profit organizations, commercial organizations, local and Indian tribal government agencies can apply for funding under the DCRCG. U.S. federal, state, territory, and commonwealth governments and Regional Fishery Management Councils are not eligible under this category.

NOAA employees are not allowed to help in the preparation of applications or write letters of support for any application. NOAA staff is available to provide information on programmatic goals and objectives, ongoing coral reef conservation programs/activities, regional funding priorities, and, along with other Federal Program Officers, can provide information on application procedures and completion of required federal forms. For activities that involve collaboration with current NOAA programs or staff, NOAA employees must provide a letter verifying that they are collaborating with the project. Federal employee travel and salaries are not allowable costs under this program.

#### B. Cost Sharing or Matching Requirement

All awards of financial assistance provided by the NOAA Coral Reef Conservation Grant Program (Grant Program) under the authority of the Coral Reef Conservation Act (Act) of 2000 are subject to the matching fund requirements described below. As per section 6403(b)(1) of the Act, Federal funds for any coral conservation project funded under this Grant Program may not exceed 50 percent of the total cost of the award. Therefore, any coral conservation project under this Grant Program requires a 1:1 contribution of non-Federal matching funds. Matching funds can come from a variety of public and private sources and can include in-kind goods and services such as private boat use and volunteer labor. Federal sources cannot be considered as matching funds, but can be described in the budget narrative to demonstrate additional leverage. Applicants are permitted to combine contributions from multiple non-federal partners in order to meet the 1:1 match requirement, as long as such contributions are not being used to match any Federal funds received under another award.

Applicants must specify in their proposal the source(s) of match and may be asked to provide letters of commitment to confirm stated match contributions. Applicants whose proposals are selected for funding will be bound by the percentage of cost sharing reflected in the award document signed by the NOAA Grants Officer. Applicants should be prepared to carefully document matching contributions for each project selected for funding.

As per section 6403(b)(2) of the Coral Reef Conservation Act of 2000, the NOAA Administrator may waive all or part of the matching requirement if the Administrator determines that the project meets the following two requirements:

1. No reasonable means are available through which an applicant can meet the matching requirement, and,
2. The probable benefit of such project outweighs the public interest in such matching requirement.

In the case of a waiver request, the applicant must provide a detailed justification explaining the need for the waiver including attempts to obtain sources of matching funds, how the benefit of the project outweighs the public interest in providing match, and any other extenuating circumstances preventing the availability of match. Match waiver requests including the appropriate justification should be submitted as part of the final application package.

Please Note: eligible applicants choosing to apply 48 U.S.C. 1469a(d) should note the use of the waiver and the total amount of funds requested to be waived in the matching funds section of their respective pre- and final applications.

#### C. Other Criteria that Affect Eligibility

This section was intentionally left blank.

### IV. Application and Submission Information

#### A. Address to Request Application Package

The standard application package is available at [http://www.grants.gov/agencies/aapproved\\_standard\\_forms.jsp#1](http://www.grants.gov/agencies/aapproved_standard_forms.jsp#1). For applicants without internet access, an application package may be requested by contacting Jenny Waddell, 1305 East West Highway, 10th Floor, N/ORM1, Silver Spring, MD 20910, Phone: 301-713-3155 extension 150; or e-mail: [Jenny.Waddell@noaa.gov](mailto:Jenny.Waddell@noaa.gov). Administrative questions should also be addressed to Jenny Waddell.

#### B. Content and Form of Application

The application process for this grant competition requires submission of a final and complete application on or before the submission date and time listed in Section IV (C) Submission Dates and Times. All application materials should use a legible 12-point font with 1 inch margins on all sides. For each application, the information provided in elements 1-5 (described below) should not exceed 30 pages total; the 30-page limit does not apply to required federal forms and other documentation (elements 6-13 below). Applications must

follow the format described below; failure to follow these requirements will result in the application being returned without review.

Applications must include the following information in this order:

1. Application Cover Sheet:

A cover sheet must be included for each application. The cover sheet must list:

- a) Applicant name and contact information;
  - b) Applicant organization;
  - c) Primary and alternate points of contact;
  - d) Contact information for the primary and alternate points of contact, including address, phone and fax numbers, and e-mail address;
  - e) Project title;
  - f) Geographic location;
  - g) Amount of federal funding requested;
  - h) Amount and source(s) of matching funds provided;
  - i) Requested award start date, end date and award period;
  - j) The specific priority or priorities (See section I.B) that the proposal will address;
- and
- k) Application summary - a brief, one-paragraph description of the application including an overview of the types of activities that are proposed for funding.

If the proposal addresses more than one priority, it should list the priority that most closely reflects the overall objective of the proposal, followed by additional priorities. Proposed work may include an award start date no earlier than July 1, 2011.

2. Project Summary (1-page limit):

Each application must include a one-page summary describing:

- a. Status and magnitude of the issue(s) in the jurisdiction where the project will occur and recent actions undertaken to address the issue(s);
- b. A description of how the project proposes to address the issue;

- c. The partners that will be involved in the project;
- d. A summary of the specific tasks to be accomplished and the proposed approach;
- e. Expected outcomes of the proposed work; and
- f. A description of how performance will be evaluated.

### 3. Project Narrative

The Project Narrative should comprise the majority of the application and must include a clear and thorough description of the proposed work. Each task within the project must be completely and accurately described. The elements of a good project narrative include:

a. Identification of issue(s): Identify the problem/issue the project intends to address and describe its significance to the conservation of coral reefs.

b. Project objectives: Identify the DCRCG objective, listed under I. Funding Opportunity Description, B. Program Priorities, to which the project's objective(s) correspond. Objectives should be simple and understandable, as specific and quantitative as possible, and attainable within the proposed timeframe, the described budget, and the human resources available. Projects should be accomplishment oriented and identify obtainable goals, outcomes, and products. Describe expected outcomes, results, or products resulting from the specific activities undertaken during the project period.

c. Project Narrative: The project narrative is the scientific or technical plan of activities that are to be accomplished. This description should provide sufficient detail in methodologies to allow a review of suitability of the proposed work and the likelihood of successful completion in the stated timeframe.

This information should include detailed descriptions of each activity, including the rationale for the activity, how it will be accomplished, specific milestones, who will do the work, and expected products. The narrative must include information on dissemination of the findings/results to resource managers, local communities, and other stakeholders as appropriate. The project narrative also needs to include information on how the project will be evaluated for success. If the work is one component of a larger project (or the activity is a pilot project for a larger initiative), and proposed activities will continue after the end of the grant period, describe future activities and potential future funding sources (and other mechanisms) to continue the work. If the goal of the project is to build capacity for improved conservation, describe proposed plans to ensure the activities continue into the future and

how success will be evaluated.

d. Milestones and timeline: List milestones, describing specific activities and associated time lines necessary to meet them. Describe the time lines in increments (e.g., month 1, month 2, etc. or 1st quarter, 2nd quarter, etc.), rather than by specific dates.

e. List the programs (Federal, state, territorial or local governmental activities) this project would affect and describe how the project coordinates with relevant state, territorial, or local governmental and non-governmental agencies, and if applicable, NOAA activities.

f. Describe how the project will be organized and managed including principal investigator qualifications. The lead organization, person listed as the technical contact should be identified as the principal investigator, and the designated administrative point of contact. The principal investigator may or may not be the applicant. However, if the applicant is not the principal investigator, there must be an explanation of the relationship between the applicant and principal investigator (e.g., the applicant may be responsible for managing the grant funds and the principal investigator will be responsible for completing the work). Each application must include information on principal investigator and co-principal investigators. This could be done through a summary of professional backgrounds, curriculum vitae, or resumes.

#### 4. Budget Narrative Description

In order to allow reviewers to fully evaluate the appropriateness of proposed costs, all applications must include a detailed breakdown of costs by cost category and the corresponding direct and indirect cost totals in table format with separate columns showing the relative contribution of federal and non-federal matching funds. Please include information regarding the source(s) of all matching funds. The budget summary table must be accompanied by a detailed budget narrative to justify all proposed expenses. The budget narrative must match the dollar amounts on all required forms and describe, by category of expenditure, the total cost to accomplish the work. Categories should correspond to the following Object Class Categories listed in Section B of the SF-424A.

a. Personnel costs, including salary and wages, should be broken out by named PI and number of months requested per year per principal investigator (PI). Support for each PI should be commensurate with their stated involvement timeline. Any unnamed personnel (graduate students, post-doctoral researchers, technicians) should be identified by their job title, and their personnel costs explained similar to PI personnel costs above. Fringe benefits should be identified separately from salary and wages, should be applied

consistently, and should apply equally to both Federal and non-Federal (matching) funds. Funds for salaries and fringe benefits may be requested only for those personnel who are directly involved in implementing the proposed project and whose salaries and fringe benefits are directly related to specific products or outcomes of the proposed project. NOAA strongly encourages applicants to request reasonable amounts of funding for salaries and fringe benefits to ensure that your proposal is competitive.

b. Travel costs should be broken out by number of people traveling, destination and purpose of travel, and projected costs per person. If travel details of a particular trip are unknown, explain the basis for calculating proposed costs. Please adhere to the provisions of the 'Fly America Act' and use U.S.-flagged vessels for transport, unless a waiver to this provision has been secured.

c. "Equipment" is non-expendable, tangible personal property with a unit cost of \$5,000.00 or more and a useful life of more than one year. Items that do not meet the equipment definition may be included under supplies. Each piece of equipment should be described separately and reference the type/model to be purchased and its contribution to the achievement of the project goals. General use equipment (i.e., computers, printers, etc.) must be used 100% for the proposed project if charged directly to the award. Equipment purchases are not a priority under this competition.

d. Supplies should be itemized to the level of detail known or may be based on established historical costs.

e. Contractual costs should be itemized separately, according to standard budget categories; all types of contractual costs should be included in the Contractual line item on the SF 424A. Indicate the basis for each contract's cost estimate in the narrative. Products or services to be obtained via contracts should be described in detail.

f. Other costs should be listed by type of material or nature of expense and should be broken down by quantity and cost per unit if applicable.

g. Indirect costs may be requested if the applicant has an established an indirect cost rate with the Federal government. Indirect costs are essentially overhead costs for basic operational functions (e.g., utilities, rent, and insurance) that are incurred for common or joint objectives and, therefore, cannot be identified specifically within a particular project. For this solicitation, the Federal share of the indirect costs awarded will not exceed 25 percent of the Federal direct costs proposed. For those situations in which the use of the applicant's indirect cost rate would result in indirect costs greater than 25 percent of the Federal direct costs proposed, the difference may be counted as part of the non-Federal share. A copy of the current, approved negotiated indirect cost agreement with the Federal Government must be included with the final application package. If the applicant does not

have a current negotiated rate and plans to seek reimbursement for indirect costs, documentation necessary to establish a rate must be submitted within 90 days of receiving an award.

CRCP will not consider expenses associated with fees, fund-raising activities, or travel for activities not directly related to project implementation; travel or salaries for Federal employees; or profit as allowable costs in the proposed budget. The total costs of a project consist of all allowable costs incurred in accomplishing project activities during the project period. Project costs can only include support for activities conducted between the effective start date and end date of the award, and cannot include activities undertaken either before or after the agreed upon dates. Applicants will not be reimbursed for time expended or costs incurred in developing a project or preparing the application, or in any discussions or negotiations with us prior to the award. We will not accept such expenditures as part of your cost share.

#### 5. Supporting Documents

This section should include the qualifications of the primary project personnel and letters of support received from the relevant jurisdictional representatives, partners or communities involved in activities. The applicant must provide evidence of support for the project by appropriate representatives of States or other government jurisdictions in which the project will be conducted. Additional letters of support are not required, but are encouraged.

#### 6. Standard Form 424

At the time of final application submission, all applicants requesting direct funding must submit a signed copy of Standard Form SF-424, "Application for Federal Assistance," to indicate the total amount of funding proposed for the project period. Original signatures are required on SF-424 forms submitted via Grants.gov.

#### 7. Standard Form 424A

At time of application submission, all applicants are required to submit a SF-424A Budget Form. Note that this revised 424A Section B format is a NOAA requirement that is not reflected in the Instructions for the SF 424A. The budget figures must match the funding requested on the application cover sheet and correspond with the descriptions contained in the budget narrative and justification.

#### 8. Standard Form 424B

At time of application submission, all applicants are required to submit a signed SF-424B, Assurances for Non-Construction Programs.

## 9. Standard Form CD-511

The applicant must also include a completed form CD-511, Certifications Regarding Debarment, Suspension, and other Responsibility Matters: Drug Free Workplace Environment.

## 10. Permits

Please provide a list of all applicable permits that will be required to perform the proposed work. You must respond to this required element whether or not permits are required.

## 11. Match waiver request (if applicable)

Preference under this competition will be given to applicants who provide a 1:1 or greater ratio of matching funds to Federal funds in accordance with the provisions Coral Reef Conservation Act. If the proposal lacks sufficient matching funds, the applicant may include a separate document in which the applicant requests a waiver to the matching funds requirement as described in section 6403(b)(2) of the Act. Although the CRCP will consider these requests, in most cases, waivers of matching funds will not be provided for applicants to this competition. The request for a waiver should be addressed to Jenny Waddell, NOAA National Ocean Service, 1305 East West Highway, 10th Floor, SSMC4, N/ORM, Silver Spring, MD 20910 and provide a detailed justification explaining the need for the waiver including the total amount of matching funds requested to be waived, attempts to obtain sources of matching funds, how the benefit of the project outweighs the public interest in providing match, and any other extenuating circumstances preventing the availability of match.

## 12. Negotiated Indirect Cost Rate Agreement (if applicable)

If the applicant requests Indirect Costs as part of their application, a copy of the current, approved negotiated indirect cost rate agreement with the Federal Government must be included with the final application package. If the applicant does not have a current negotiated rate and plans to seek reimbursement for indirect costs, documentation necessary to establish a rate must be submitted within 90 days of receiving an award.

## 13. Other Federal Forms (if applicable)

Depending on the type of applicant, the following forms may also be required:

- \* Disclosure of Lobbying Activities: SF-LLL (if applicable)
- \* Applicant for Federal Assistance: CD-346 (required for the following individuals: Non-profit Organizations, Sole Proprietorship, Partnerships, Corporations and Joint Venture)

Federal forms should be filled out and submitted on line at [www.grants.gov](http://www.grants.gov) with the rest of the grant application. Applicants can obtain copies of the forms from: <http://apply07.grants.gov/apply/FormLinks?family=16>. If applicants are unable to submit through [www.grants.gov](http://www.grants.gov), they can provide their full application by mail. Applications submitted by mail must include all relevant application elements described above and be sent to: Jenny Waddell, 1305 East West Highway, 10th Floor, N/ORM1, Silver Spring, MD 20910, Phone: 301-713-3155 extension 150; or e-mail: [Jenny.Waddell@noaa.gov](mailto:Jenny.Waddell@noaa.gov) with a postmark on or before November 1, 2010. Electronic copies of the project narrative and budget narrative are requested when submitting by mail; however applications submitted by email without a mailed hard copy or Grants.gov application will not be accepted.

Applications submitted through [www.grants.gov](http://www.grants.gov) should include only three files in addition to the federal forms: 1) cover sheet, project summary and project narrative; 2) budget table and budget narrative justification; and 3) all other attachments, including resumes, letters of support and a list of permits (etc.) combined into one file. PDF is the preferred format for application materials.

#### C. Submission Dates and Times

Full Proposals must be received by [www.grants.gov](http://www.grants.gov), postmarked, or provided to a delivery service by 11:00 p.m. (EST) on November 1, 2010. Use of U.S. mail or another delivery service must be documented with a receipt. Applications postmarked or provided to a delivery service after that time will not be accepted for funding. Applications submitted via U.S. Postal Service must have an official postmark; private metered postmarks are not acceptable. In any event, applications received later than 15 business days following the postmarked closing date will not be accepted. No facsimile or electronic mail applications will be accepted. Please note: Validation or rejection of your application by Grants.gov may take up to 2 business days after submission. Please consider this process in developing your submission timeline.

There will be no extensions beyond these dates. If an application is not submitted through [grants.gov](http://grants.gov) or postmarked by the deadline listed above, it will not be reviewed or considered for FY 2011 funding. If internet access is unavailable, hard copies can be submitted to: ATTN: CRCP Domestic Grant Applications, Jenny Waddell, 1305 East West Highway, 10th Floor, N/ORM1, Silver Spring, MD 20910, Phone: 301-713-3155 extension 150; or e-mail: [Jenny.Waddell@noaa.gov](mailto:Jenny.Waddell@noaa.gov). Applicants submitted by mail are required to include original signed and dated copies of the Federal financial assistance forms. Electronic copies of the project narrative and budget narrative are requested with the submission of a

paper application. Please submit these to [Jenny.Waddell@noaa.gov](mailto:Jenny.Waddell@noaa.gov).

#### D. Intergovernmental Review

Applications under this competition are subject to Executive Order 12372, Intergovernmental Review of Federal Programs. Any applicant submitting an application for funding is required to complete item 16 on SF-424 regarding clearance by the State Single Point of Contact established as a result of EO 12372:  
<http://www.whitehouse.gov/omb/grants/spoc.html>.

#### E. Funding Restrictions

##### 1. Ineligible projects:

The following projects will not be eligible for funding: (1) Activities that constitute legally required mitigation for the adverse effects of an activity regulated or otherwise governed by state or Federal law; (2) Activities that constitute mitigation for natural resource damages under Federal or state law; and (3) Activities that are required by a separate consent decree, court order, statute or regulation.

##### 2. Cost Principles

Funds awarded cannot necessarily pay for all the costs that the recipient might incur in the course of carrying out the project. Allowable costs are determined by reference to the Office of Management and Budget Circulars 2 CFR, Part 230 "Cost Principles for Nonprofit Organizations"; 2 CFR, Part 220, "Cost Principles for Education Institutions"; and 2 CFR, Part 225, "Cost Principles for State, Local and Indian Tribal Governments." Generally, costs that are allowable include salaries, equipment, supplies, and training, as long as these are "necessary and reasonable."

##### 3. Permits and Approvals

It is the responsibility of the applicant to obtain all necessary Federal, state, and local government permits and approvals for the proposed work. For work within National Marine Sanctuaries, National Parks, National Seashores, and other federally designated protected areas, it is the responsibility of the applicant to request and obtain any necessary permits or letters of agreement prior to award from the appropriate government agencies.

Applicants are expected to design their proposals so that they minimize the potential adverse impact on the environment. If applicable, documentation of requests or approvals of environmental permits must be included in the proposal package. Applications will be reviewed to ensure that they have sufficient environmental documentation to allow program

staff to determine whether the proposal is categorically excluded from further National Environmental Policy Act (NEPA) analysis or whether an environmental assessment is necessary to conform to the requirements of NEPA. For those applications needing an environmental assessment, applicants will be informed after the peer review stage and will be requested to assist in the preparation of the assessment. Final approval of the award and authorization for expenditure of funds are dependent on the applicant obtaining the necessary permits and approval of the NEPA analysis by NOAA.

Failure to apply for and/or obtain Federal, state, and local permits, approvals, letters of agreement, or failure to provide environmental analyses where necessary (i.e., NEPA environmental assessment) will delay or prevent the award of funds for projects that have been preliminarily selected for funding.

#### 4. Indirect Costs

For this solicitation, the Federal share of the indirect costs awarded will not exceed the lesser of either the indirect costs that the applicant would be entitled to if the negotiated Federal indirect cost rate were used or 25 percent of the Federal direct costs proposed. For those situations in which the use of the applicant's indirect cost rate would result in indirect costs greater than 25 percent of the Federal direct costs proposed, the difference may be counted as part of the non-Federal share. A copy of the current, approved negotiated indirect cost agreement with the Federal Government must be included with the application. If the applicant does not have a current negotiated rate and plans to seek reimbursement for indirect costs, documentation necessary to establish a rate must be submitted within 90 days of receiving an award.

#### 5. Other

Expenditures on large equipment and/or infrastructure are not a priority for funding under this program.

#### F. Other Submission Requirements

Applications must be submitted to [www.grants.gov](http://www.grants.gov) by 5:00 PM EDT on November 1, 2010 to be considered for funding. If [grants.gov](http://grants.gov) cannot be reasonably used, applications must be postmarked, or provided to a delivery service and documented with a receipt by November 1, 2010. Applications postmarked or provided to a delivery service after that time will not be accepted for funding. Applications submitted via U.S. Postal Service must have an official postmark; private metered postmarks are not acceptable. In any event, applications received later than 15 business days following the postmarked closing date will

not be accepted.

There will be no extensions beyond these dates. If an application is not submitted through grants.gov or postmarked by the deadline listed above, it will not be reviewed or considered for FY 2011 funding. If internet access is unavailable, hard copies can be submitted to: ATTN: CRCP Domestic Grant Applications, Jenny Waddell, 1305 East West Highway, 10th Floor, N/ORM1, Silver Spring, MD 20910, Phone: 301-713-3155 extension 150; or e-mail: Jenny.Waddell@noaa.gov. Applicants submitted by mail are required to include original signed and dated copies of the Federal financial assistance forms. Electronic copies of the project narrative and budget narrative are requested with the submission of a paper application. Please submit these to Jenny.Waddell@noaa.gov.

## V. Application Review Information

### A. Evaluation Criteria

Reviewers will assign scores to proposals ranging from 0 to 100 points based on the following five standard NOAA evaluation criteria and respective weights specified below.

1. Importance and Applicability of Proposal (Score = 0-30): This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, Federal, regional, state, or local activities. Applications will be evaluated on clear identification of project goals and objectives and the ability to link those goals and objectives to project activities, Program goals, and direct benefits to coral reef conservation. Reviewers will consider:

- \* Whether the proposed work directly addresses the CRCP's Goals and Objectives or identified jurisdictional priorities;

- \* To what extent the project is expected to deliver specific tangible results and products that relate directly to obtainable goals, objectives, and outcomes; and

- \* The need for the proposed coral reef activity in the jurisdiction; the contribution of potential outcomes, results, or products to coral reef conservation and management in that jurisdiction; and, the amount of collaboration with local, state and territorial governments.

2. Technical/ Scientific Merit (Score = 0-30): This criterion assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. Applications will be scored based on their clear identification of performance evaluation methods and the suitability of those methods in

achieving the stated outcome and for evaluating the success or failure of the project in terms of meeting its original goals and objectives. Reviewers will evaluate:

- \* The completeness and adequacy of detail in the project description and methodology, including a realistic implementation plan achievable in the 12 or 18 month project period, and sufficient detail to allow a NEPA analysis;

- \* The overall technical feasibility of the project, including whether the proposed approach is technically sound and uses appropriate methods that are likely to achieve project goals and objectives on both an ecological and community stewardship level;

- \* Whether there are effective mechanisms to evaluate project success, including clearly stated coral reef conservation objectives and goals, the likelihood of meeting milestones and achieving anticipated results, specified in the statement of work; and

- \* The suitability of products and deliverables, including applicability to relevant audiences, innovativeness, extent of duplicity with previous work, and likelihood of producing high quality results and outcomes that benefit coral reef stakeholders and ecosystems.

3. Overall Qualification of Applications (Score = 0-10): This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. The overall qualifications of the project will be evaluated based on:

- \* The capacity of the applicant and associated project personnel to conduct the scope and scale of the proposed work, as indicated by the qualifications and past experience of the project leaders and/or partners in designing, implementing and effectively managing and overseeing projects that benefit living marine resources. Consideration will be made to previous awards received by the Principal Investigator and outcomes, results, or products resulting from such awards. Communities and/or organizations developing their first locally-driven coral reef conservation project may not be able to document past experience, and therefore will be evaluated on their potential to effectively manage and oversee all project phases, on the basis of their explanation of characteristics such as education, training and/or experience of primary project participants.

- \* The facilities and/or administrative resources and capabilities available to the applicant to support and successfully manage coral reef conservation work, including the availability of NOAA or other technical expertise to guide the project to a successful completion. Applicants with demonstrated or potential NOAA involvement in or support for the proposed project may score higher on this criterion.

4. Project Costs (Score = 0-10): This criterion evaluates the budget to determine if it is

realistic and commensurate with the project needs and time-frame. The budget should reflect the ability of the work to be completed for the funding and timing proposed and a demonstrated need for funding. The itemized costs and the overall budget must be justified and allocated appropriately. NOAA will expect cost-sharing to leverage funding or other resources that improve cost-effectiveness and to further encourage partnerships among government, communities, industry, non-governmental organizations, and academia. Applicants that provide documentation that acceptable secured match is available within the proposed project period, and those that are able to provide cash contributions, are likely to score higher on this criterion.

5. Outreach and Education (Score = 0-20): This criterion assesses whether the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. The reviewers will evaluate:

- \* Whether information about or the findings of this work is disseminated to the appropriate user groups and if the proposed outreach/education methods appropriate for this type of work;

- \* The potential of the project to foster long-term conservation, improved management, and community involvement in conservation and stewardship of coral reef resources;

- \* The level of support for the work, as demonstrated by letters from partners and relevant government agencies; and

- \* The extent to which local partners are involved in the activities, including hands-on participation in restoration and/or monitoring activities, education and training to build capacity for future conservation initiatives, and/or educational efforts to user groups to build understanding and instill a conservation ethic.

## B. Review and Selection Process

Screening, review, and selection procedures will take place in four steps, including

(1) an initial evaluation by the Federal Program Officer within OCRM; (2) external technical review; (3) internal program review; and (4) final selection by the Selecting Official. The external technical review will generate comments for each application from at least 3 individual reviewers who are familiar with the type of project or subject matter addressed. The Selecting Official will make the final decision regarding which applications will be funded based upon the numerical ranking of the applications, the evaluations by the technical reviewers, and the selection factors in Section IV (C) below.

1. Initial Evaluation of the Applications: The initial screening will ensure that application packages have all required forms and application elements, clearly relate to the published Program Priorities, and meet all of the eligibility criteria. Application packages will be screened to ensure that they were received by the due date (see Section IV (C) Submission Dates and Times) and include all necessary application elements described in Section IV (B). Applications that pass this initial screening will be submitted for technical review.

2. Technical Review: Technical review is conducted by a minimum of three external reviewers with expertise regarding the type of work or subject matter proposed in the application. Each reviewer will individually evaluate and score applications (0-100 points) using the evaluation criteria provided in Section V (A) above. This review will involve experts from both NOAA and non-NOAA organizations. The technical reviewers' ratings will be used to produce a rank order of the proposals. No consensus advice will be given by the technical reviewers. NOAA will also request and consider written comments on proposed projects from each state, territorial, Freely Associated State, or Federal agency with jurisdiction over coral reef ecosystems in the area where the project is to be conducted.

Applications may also be provided to the respective government management agency (e.g., U.S. Coral Reef Task Force Point of Contact) from the jurisdiction where the proposed project will occur for further review. The Point of Contact will be asked to prioritize proposals and provide comments on all applications submitted for work in their jurisdiction. This is intended to enhance coordination of coral reef conservation activities in each jurisdiction and to ensure proposed activities are appropriate and do not duplicate other efforts. Applicants are encouraged to coordinate with state and territorial agencies prior to submission of their applications in order to obtain letters of support from relevant government agencies.

3. Internal Program review: The Program Officer and other CRCP staff will evaluate comments and scores provided by the technical reviewers, consider the priorities identified by the state, territorial, commonwealth agencies, and conduct further analysis to identify any major issues, shortcomings or other problems with the application. The Program Officer will summarize comments received on each proposal and identify modifications that may be needed prior to final selection. The reviewer comments, composite project scores, rank order, and a summary of the concerns (if any) outlined through the technical review process and internal review will be presented to the Selecting Official. The Selecting Official, in consultation with CRCP staff, will identify proposals to be recommended for funding.

4. Final Selection. Based on the cumulative reviews, the additional selection factors described below, and the ability of the applicant to address any concerns identified during the review process, the Selecting Official will make preliminary funding recommendations. Not all activities submitted under a single proposal may be deemed appropriate for funding,

and the Selecting Official or Federal Program Officer may recommend alternate activities as appropriate. For a proposal to be selected for funding, the applicant may be required to modify objectives, work plans and budgets and provide supplemental information required by the agency prior to the award.

#### C. Selection Factors

The merit review ratings will be used to provide a rank order to the Selecting Official for final funding recommendations. A Program Officer may make selection recommendations to the Selecting Official based on application of the selection factors listed below. The Selecting Official shall award in rank order unless the proposal is justified to be selected out of rank order based upon one or more of the following factors:

1. Availability of funding;
2. Balance/distribution of funds;
  - a. Geographically
  - b. By type of institutions
  - c. By type of partners
  - d. By research areas
  - e. By project types
3. Whether this project duplicates other projects funded or considered for funding by NOAA or other federal agencies;
4. Program priorities and policy factors found in sections I (A and B) of this announcement;
5. Applicant's prior award performance;
6. Partnerships and/or Participation of targeted groups
7. Adequacy of information necessary for NOAA staff to make a NEPA determination and draft necessary documentation before recommendations for funding are made to the Grants Officer.

#### D. Anticipated Announcement and Award Dates

The competitive selection process and subsequent notification of applications being considered for funding will be completed by January 30, 2011. Funds are expected to be awarded by during the late spring and summer of 2011. Projects should not be expected to

begin prior to July 1, 2011. Unsuccessful applicants will be notified by 180 days after the close of this solicitation that their proposal was not selected for recommendation.

## VI. Award Administration Information

### A. Award Notices

Applicants that scored highly through the review process and are being considered for funding will be notified by January 30, 2011. Applicant may be requested to modify activities, budget or other components of the project, and possibly reduced funding levels, as recommended through the review process, and submit a revised application before final decisions are made. The exact amount of funds to be awarded, the final scope of activities, the project duration, and the specific NOAA cooperative involvement with the activities of each project will be determined in pre-award negotiations among the applicant, NOAA GMD, and CRCP staff. The earliest start date for projects will be July 1, 2011 dependent upon acceptable completion of all NOAA/applicant negotiations, NEPA analysis, permit requirements, and other supporting documentation as requested.

Successful applicants will receive notification from the Federal Program Officer that the application has been submitted to the NOAA GMD. Projects should not be initiated in expectation of federal funding until official notice of an award is received from the NOAA GMD. Applicants are hereby given notice that funds have not yet been appropriated for the programs listed in this notice. In no event will NOAA or the Department of Commerce be responsible for proposal preparation costs if these programs fail to receive funding or are cancelled because of other agency priorities. Publication of this announcement does not oblige NOAA to award any specific project or to obligate any available funds.

Award documents provided by the GMD may contain special award conditions limiting the use of funds for activities that have outstanding environmental compliance requirements to fulfill. These conditions may also include other compliance requirements for the award as applicable.

Unsuccessful applicants will be notified by 180 days after the close of this solicitation that their proposal was not selected for recommendation. Unsuccessful applications will be kept on file for a period of at least 12 months and then destroyed.

### B. Administrative and National Policy Requirements

#### 1. Indirect Costs:

The budget may include an amount for indirect costs if the applicant has an established indirect cost rate with the Federal government. Indirect costs are essentially overhead costs for basic operational functions (e.g., utilities, rent, and insurance) that are

incurred for common or joint objectives and, therefore, cannot be identified specifically within a particular project. For this solicitation, the Federal share of the indirect costs awarded will not exceed the lesser of either the indirect costs that the applicant would be entitled to if the negotiated Federal indirect cost rate were used or 25 percent of the Federal direct costs proposed. For those situations in which the use of the applicant's indirect cost rate would result in indirect costs greater than 25 percent of the Federal direct costs proposed, the difference may be counted as part of the non-Federal matching requirement. A copy of the current, approved negotiated indirect cost agreement with the Federal Government must be included with the application. If the applicant does not have a current negotiated rate and plans to seek reimbursement for indirect costs, documentation necessary to establish a rate must be submitted within 90 days of receiving an award.

## 2. National Environmental Policy Act (NEPA):

NOAA must analyze the potential environmental impacts, as required by the National Environmental Policy Act (NEPA), for applicant projects or proposals that are seeking NOAA federal funding opportunities. Detailed information on NOAA compliance with NEPA can be found at the following NOAA NEPA website: <http://www.nepa.noaa.gov/>, including our NOAA Administrative Order 216-6 for NEPA, [http://www.corporateservices.noaa.gov/~ames/NAOs/Chap\\_216/naos\\_216\\_6.html](http://www.corporateservices.noaa.gov/~ames/NAOs/Chap_216/naos_216_6.html), and the Council on Environmental Quality implementation regulations, [http://ceq.hss.doe.gov/nepa/regs/ceq/toc\\_ceq.htm](http://ceq.hss.doe.gov/nepa/regs/ceq/toc_ceq.htm). Consequently, as part of an applicant's package, and under their description of their program activities, applicants are required to provide detailed information on the activities to be conducted, locations, sites, species and habitat to be affected, possible construction activities, and any environmental concerns that may exist (e.g., the use and disposal of hazardous or toxic chemicals, introduction of non-indigenous species, impacts to endangered and threatened species, aquaculture projects, and impacts to coral reef systems).

Applicants proposing coral reef conservation activities that cannot be categorically excluded from further NEPA analysis or that are not covered by the Programmatic Environmental Assessment for the NOAA Coral Reef Conservation Grant Program (PEA) and Finding of No Significant Impact (FONSI) will be informed after the peer review stage and may be requested to assist in the preparation of an environmental assessment prior to an award being made, or review a copy of an environmental assessment that covers proposed activities if one exists. Applicants will also be required to cooperate with NOAA in identifying feasible measures to reduce or avoid any identified adverse environmental impacts of their proposal. The failure to do so shall be grounds for not selecting an application. In some cases if additional information is required after an application is selected, funds can be withheld by the Grants Officer under a special award condition requiring the recipient to submit additional environmental compliance information sufficient

to enable NOAA to make an assessment on any impacts that a project may have on the environment. The PEA and FONSI can be found at:  
<http://www.nmfs.noaa.gov/habitat/ead/ecosysdocs/CoralPEAFinal.pdf>.

In addition to providing specific information that will serve as the basis for any required impact analyses, applicants may also be requested to assist NOAA in drafting of an environmental assessment, if NOAA determines an assessment is required. Applicants will also be required to cooperate with NOAA in identifying and implementing feasible measures to reduce or avoid any identified adverse environmental impacts of their proposal. The failure to do so shall be grounds for the denial of an application.

### 3. Digital Geospatial Data

Recipients must comply with Executive Order 12906 regarding any and all geospatial data collected or produced under grants or cooperative agreements awarded through this competition. This includes documenting all geospatial data in accordance with the Federal Geographic Data Committee Content Standard for digital geospatial data. Executive Order 12906 can be found at:  
<http://www.archives.gov/federal-register/executive-orders/pdf/12906.pdf>.

### 4. Financial Assistance Award Package

The CRCP uses only the existing NOAA Federal financial assistance awards package requirements per 15 CFR parts 14 and 24.

### 5. Paperwork Reduction Act

Notwithstanding any other provision of law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection-of-information, subject to the requirements of the Paperwork Reduction Act, 44 U.S.C. 3501 et seq., unless that collection of information displays a currently valid OMB control number. Forms SF-424, SF-424A, SF-424B, and SF-LLL and CD-346 have been approved by OMB under the respective control numbers 0348-0043, 0348-0044, 0348-0040, 0348-0046 and 0605-0001, respectively.

This notice also contains a collection-of-information requirement subject the Paperwork Reduction Act and which has been approved by OMB under control number 0648-0448. The public reporting burden is estimated to average one hour per response for comments on a proposed project from each agency with jurisdiction over coral reef ecosystems in the area where the project is to be conducted and one hour per response for a request for a waiver of matching funds. This estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this

burden estimate or any other aspect of these data collections, including suggestions for reducing the burden, to the NOAA Coral Reef Conservation Program, N/OCRM, National Ocean Service, 1305 East-West Highway, Silver Spring, MD 20910.

#### 6. Pre-Award Notification Requirements for Grants and Cooperative Agreements

The Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements contained in the Federal Register notice of February 11, 2008 (Vol. 73, No. 28 page 7696) are applicable to this solicitation.

#### 7. Award Standard Terms and Conditions

Successful applicants that accept a NOAA award under this solicitation will be bound by Department of Commerce, Financial Assistance Standard Terms and Conditions. This document can be found at:

<http://oam.ocs.doc.gov/docs/GRANTS/DOC%20STCsMAR08Rev.pdf>.

#### C. Reporting

All performance and financial reports shall be submitted through the recipient's NOAA Grants Online account in accordance with the Department of Commerce, Financial Assistance Standard Terms and Conditions. Progress on each award is communicated to NOAA in the form of performance progress reports, which are outlined in 15 CFR Part 14: Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations or 15CFR Part 24: Grants and Cooperative Agreements With State and Local Governments. Performance reports must be submitted on a semi-annual schedule no later than 30 days following the end of each 6-month period from the start date of the award. A comprehensive final report is due 90 days after the award expiration along with copies of all products that are developed under the award. Copies of all materials (such as but not limited to brochures, posters, videos, DVDs, publications, reports, management plans, workshop proceedings etc.) produced through the award, along with copies of any reports submitted by subcontractors as part of the award, must be provided to the program office within 90 days of the end of the award.

Financial reports must be submitted every 6 months by the end of April and October during the period of the award in accordance with the Department of Commerce, Financial Assistance Standard Terms and Conditions.

#### VII. Agency Contacts

The technical point of contact for CRCP Domestic Coral Reef Conservation Grants is Jenny Waddell. She can be reached at 301-713-3155, extension 150 or by email at

Jenny.Waddell@noaa.gov. Fax: 301-713-4367. Her mailing address is OCRM/NOAA, N/-ORM, 1305 East West Highway, Silver Spring, MD, 20910.

#### VIII. Other Information

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