

# RECLAMATION

*Managing Water in the West*

**Funding Opportunity Announcement No. R10AF20006**

## **Water Conservation Field Services Program**

**Fiscal Year 2010**



**U.S. Department of the Interior  
Bureau of Reclamation  
Mid-Pacific Region**

**November 2009**

**OVERVIEW**

See Section No.

Federal Agency Name:	DOI, Bureau of Reclamation, Sacramento, CA	
Funding Opportunity Title:	Water Conservation Field Services Program, Northern Ca, South Central and Central California Area Offices	
Announcement Type:	Initial announcement	
Funding Opportunity Number:	R10AF20006	
Catalog of Federal Domestic Assistance (CFDA) Number:	15.530	
Application Due Date:	Applications due January 19, 2010 3:00 p.m. PST	IV.H
Eligible Applicants:	As described in Section III.A	III.A
Applicant Cost Share:	50% or more of project costs	III.B
Federal Funding Amount:	Up to \$50,000 per agreement	II.B
Estimated number of agreements to be awarded:	15-20	II.A
Total amount of funding available for award:	Estimated at up to \$500,000	II.A

## **Funding Opportunity Announcement**

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## PROPOSAL CHECKLIST

The following table contains a summary of the information that you are **REQUIRED** to submit with your application.

√	What to Submit	Required Content	<b><u>REQUIRED FORM OR FORMAT</u></b>
	<b>PROPOSAL PACKAGE:</b>	See Sec. IV.C	See below and Section V
	Cover Page	See Sec. IV.C.2.1	Form SF 424 form available at <a href="http://www.usbr.gov/mp/watershare/">http://www.usbr.gov/mp/watershare/</a>
	Assurances	See Sec. IV.C.2.2	Form SF 424B or SF 424D, as applicable, available at <a href="http://www.usbr.gov/mp/watershare/">http://www.usbr.gov/mp/watershare/</a>
	Title Page	See Sec. IV.C.2.3	See format in Section V
	Table of Contents	See Sec. IV.C.2.4	See format in Section V
	Executive Summary	See Sec. IV.C.2.5	See format in Section V
	• General Project Information	See Sec. IV.C.2.5.1	See format in Section V
	<b>Technical Proposal</b>	See Sec. IV.C.2.6	See format in Section V
	• Background Data	See Sec. IV.C.2.6.1	See format in Section V
	• Consistency with State or Local Water Plan	See Sec. IV.C.2.6.2	See format in Section V
	• Project Description	See Sec. IV.C.2.6.3	See format at Section V
	• Demonstrated Results	See Sec. IV.C.2.6.4	See format in Section V
	▪ Performance Measures and Project Monitoring	See Sec. IV.C.2.6.5	See format at Section V
	• Regulatory Compliance	See Sec. IV.C.2.6.6	See format in Section V
	<b>Funding Plan</b>	See Sec. IV.D	See format in Section V
	<b>Project Budget Proposal:</b>	See Sec. IV.E	See below and Section V
	• Budget Worksheet	See Sec. IV.E.1	
	• Budget Narrative	See Sec. IV.E.2	See format in Section V
	• Budget Form	See Sec. IV.F	Form SF 424A or SF 424C, as applicable, available at <a href="http://www.usbr.gov/mp/watershare/">http://www.usbr.gov/mp/watershare/</a>
	<b>Project Benefits Sheet</b>	See Sec. IV.G	See format in Section V

## **SECTION I --**

### **I.A.1 BACKGROUND AND PURPOSE**

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

Reclamation established the Water Conservation Field Services Program (WCFSP) in 1996 with the purpose to fulfill its water conservation-related obligation as outlined in Section 210 of the Reclamation Reform Act (RRA) of 1982 directing the Secretary to encourage and implement water conservation measures on Federal Reclamation projects and the Central Valley Project Improvement Act of 1992. Directives and Standards (WTR 01-02) were developed for the program which outlined Reclamation's procedures for administering the WCFSP pursuant to the RRA and other existing authorities, including administration of water conservation plans.

The Mid-Pacific Region of the Bureau of Reclamation is posting a Funding Opportunity Announcement (FOA) for cost share funding for water conservation activities. Applications are now being accepted for the WCFSP from those entities wishing to receive financial assistance in fiscal year 2010. The WCFSP FOA is subject to the approval of the fiscal year 2010 budget by the United States Congress. Financial assistance will be provided for successful proposals as funds become available.

The WCFSP is designed to: encourage water conservation; assist water agencies to develop and implement effective water management and conservation plans; coordinate with State and other local conservation plan efforts; and generally foster improved water management on a regional, statewide and watershed basis.

The Mid-Pacific Region has three Area Offices participating in this FOA. The offices are: The South Central California Area Office, Fresno, California; Central California Area Office, Folsom, California and Northern California Area Office, Redding, California. For location of the participating offices, see map at <http://www.usbr.gov/mp/wcfsp>

### **I.A.2 PROGRAM OBJECTIVE**

The Mid-Pacific Region of the Bureau of Reclamation proposes to provide financial assistance supporting activities that promote the preparation of written water management planning and conservation plans (Plans) and to implement activities identified in written water management plans.

### I.A.3 OBJECTIVE OF FUNDING OPPORTUNITY ANNOUNCEMENT

This FOA invites recipients to leverage their money and resources, by cost sharing with Reclamation, on projects emphasizing water management planning and conservation plans and implementation of efficiency measures. For fiscal year 2010 (FY 2010), this FOA will only support planning and implementation of efficiency measures. Implementation of efficiency measures include, but are not limited to, all best management practices outlined in the 2008 Standard Criteria for Evaluating Water Management Plans that can be found at <http://www.usbr.gov/mp/watershare/index.html>. Projects will be selected through a competitive process that will focus on achieving the outcomes identified in this solicitation.

**For FY 2010, this FOA will not support demonstration projects or education and training.** This FOA also does not support research to reduce the cost of desalination through membrane process research and development studies, thermal process research and development studies, and non-traditional/alternative desalination process research and studies; and water recycling and reuse studies. For more information regarding these programs within Reclamation, visit the Water Treatment and Engineering and Research Group website at <http://www.usbr.gov/pmts/water/fundingandcoop/funding>. New funding opportunities under these programs will be announced at <http://www.grants.gov>.

### I.B. ELIGIBLE PROJECTS

Emphases for the WCFSP will be directed toward proposals that can be completed within 24 months and that encourage water use efficiency and water management planning. The project must also have a defined relationship to one, or more, specific Reclamation water projects. Proposals should emphasize water management planning or implementation of water use efficiency measures.

Projects that are considered normal Operations, Maintenance, and Replacement (OM&R) are not eligible. OM&R is described as system improvements that replace or repair existing infrastructure or function without providing increased efficiency or effectiveness of water distribution over the expected life of the improvement.

### I.B.1 TYPES OF PROJECTS

Proposals will be evaluated in one of the categories below. The categories are prioritized with higher priorities receiving a scoring advantage (see SECTION VI – EVALUATION CRITERIA). Descriptions of the projects funded in FY 2009 can be found at <http://www.usbr.gov/mp/watershare/index.html>.

1 – **Water Management Planning** - Help Federal water purveyors develop written water management and conservation plans under current criteria for evaluating water conservation plans required by the Central Valley Project Improvement Act of 1992.

2 – **Implementation of Efficiency Measures**- Implement more efficient water management/conservation measures as described in the water management plan (i.e., automation of facilities, measurement, canal lining/piping, regulating reservoirs).

### I.C. REPORTING OF WATER MANAGEMENT BENEFITS

Reclamation is required to report on potential water management benefits resulting from its financial assistance. Each application should identify as many of the water management benefits shown below that may apply to the proposed activity. The proposal should describe how the activity would achieve the benefit(s) and provide numerical estimates, where possible. **See section IV.G, Water Conservation Field Services Program Project Benefits Form.**

For the FY2010 FOA, Reclamation is requiring applicants to quantify actual project benefits (also know as a “performance measure”), i.e. water saved, marketed or better managed. Applicants are required to identify a performance measure for their project and explain how the measure will be applied to their project. If an applicant receives an award, the financial assistance agreement will include a provision describing the performance measure for the project, which is mutually agreeable to the recipient and Reclamation. **The complete performance measures document can be viewed at [http://www.usbr.gov/mp.watershare/documents/PerformanceMeasures final 3-2.pdf](http://www.usbr.gov/mp.watershare/documents/PerformanceMeasures%20final%203-2.pdf)**

### I.D. PROGRAM AUTHORITY

This program is administered in accordance with the authority of Reclamation Act of 1902 (32 Stat. 388), as amended and supplemented; Public Law No. 102-575, Section 3405 (e), 1992, Public law 111-8, and Public Law 111-11.

## **SECTION II -- AWARD INFORMATION**

### **II.A. TOTAL PROJECT FUNDING**

Approximately 15-20 agreements will be awarded, depending on the total amount of funding requested by successful proposals. WCFSP estimated funding for FY 2010 is \$500,000. These funds are subject to budget approval by the United States Congress, and financial assistance will be provided for selected proposals as funds become available.

### **II.B. PROJECT FUNDING LIMITATIONS**

To facilitate the broad and effective use of limited Federal funds, Reclamation's share of any one proposed financial assistance agreement shall generally not exceed 50% of the total project costs, and shall generally not exceed \$50,000. However, Reclamation retains the right to make awards exceeding that amount on a case-by-case basis.

### **II.C. RECLAMATION RESPONSIBILITIES**

If substantial involvement between Reclamation and the Recipient is anticipated during the performance of this project, the anticipated instrument will be a cooperative agreement. In support of this agreement, Reclamation will provide the following:

Reclamation shall collaborate and participate with the Recipient in the management of the project and closely oversee the Recipient's activities to ensure that the program objectives are being achieved. This oversight shall include review, input and approval at key interim stages of the project as identified in the Recipient's proposal.

If substantial involvement is not anticipated on the part of Reclamation, the financial assistance instrument will be a grant.

Reclamation retains the rights to make awards using either grant or cooperative agreement instruments.

**The proposal must demonstrate a public benefit for financial assistance agreements.**

### **II.D. AWARD DATE**

It is anticipated that awards will be made on or before April 1, 2010 with an anticipated project start date no later than September 30, 2010.

## SECTION III -- ELIGIBILITY INFORMATION

### III.A. ELIGIBLE APPLICANTS

Entities that have a defined relationship with one or more Reclamation Water Projects in the following areas in the Mid-Pacific Region: South Central California Area Office, Fresno, California; Central California Area Office, Folsom, California and Northern California Area Office, Redding, California.

Entities required by the RRA or CVPIA law to have water management plans must have a current 5-year water management plan and annual update in place for award consideration. If you are unsure of your legal requirement for a water management plan or your plan status, please contact your area office Water Conservation Specialist.

In accordance with Public Law 111-11, eligible applicants are any State, Indian tribe, irrigation district, water district, or other organization with water or power delivery authority.

### III.B. COST SHARE REQUIREMENT

Applicants must cost share 50% or more of the total project costs. Cost sharing may be made through cash or in-kind contributions from the applicant or third party partners; however, all cost share contributions must meet the criteria established in the OMB administrative and cost principles circulars applicable to the applicant (see Section VIII.A). In-kind contributions constitute the value of non-cash contributions that benefit a Federally assisted project. These contributions may be in the form of real property, equipment, supplies, and other expendable property, and the value of goods and services directly benefiting and specifically identifiable to the project or program. **The cost or value of in-kind contributions that have been or will be relied on to satisfy a cost sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement contract, or any other award of Federal funds, may not be relied on to satisfy the cost share requirement for WCFSP proposals.**

Indirect costs incurred during the development or construction of a project, which will not be recovered may be included as part of your cost-share. Indirect costs are those: (a) incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to any one cost objective. For further information on indirect costs, refer to the OMB cost principles circular applicable to your organization as listed in Section VIII.A of this document.

### **III.C. LENGTH OF PROJECT**

Priority will be given to projects that can be completed within 24 months from the project start date, anticipating that the project start date will be prior to but no later than September 30, 2010. However, longer projects will be considered if it can be demonstrated that there will be measurable accomplishments each year.

### **III.D. OTHER REQUIREMENTS**

#### **III.D.1 TECHNICAL AND BUDGET PROPOSALS**

The applicant must submit complete technical and budget proposals in accordance with the requirements stated in Section IV, pages 11-19 of this document.

#### **III.D.2 FUNDING PLAN**

The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the costs will be obtained. If funding will be provided by other than the applicant, the names of these additional sources and letters of commitment must be provided. See Section IV.D for information on submission of the Funding Plan.

#### **III.D.3 OTHER REGULATIONS**

Applicants shall adhere to Federal, State, and local laws, regulations, and codes, as applicable, and shall obtain all required approvals and permits. Applicants shall also coordinate and obtain approvals from site owners and operators. See Section IV.C.2.6.6 for additional information regarding environmental and regulatory compliance.

## SECTION IV -- APPLICATION AND PROPOSAL SUBMISSION INFORMATION

### IV.A. ADDRESS TO REQUEST APPLICATION PACKAGE

This document contains all information, forms, and electronic addresses required to obtain the information required for submission of a proposal.

If you are unable to access this information electronically, you may request paper copies of any of the documents referenced in this Funding Opportunity Announcement by contacting:

By mail: Bureau of Reclamation  
Mid-Pacific Region, Acquisition Services  
Attn: Maria Castaneda (MP 3813) or  
Lisa Marie Atkins (MP 3841)  
2800 Cottage Way, Room E-1815  
Sacramento CA 95825-1898

E-mail: [mcastaneda@usbr.gov](mailto:mcastaneda@usbr.gov) or [latkins@usbr.gov](mailto:latkins@usbr.gov)

### IV.B. INSTRUCTIONS FOR SUBMISSION OF PROJECT PROPOSAL

Each applicant shall submit a proposal in accordance with the instructions contained in this section. Each proposal shall consist of the following four elements: **(1) Executive Summary; (2) Technical Proposal; (3) Funding Plan; and (4) Budget Information.** Detailed instructions for each of these elements are set forth immediately below. **The format for the complete proposal is included in Section V of this document.**

Applications must be submitted as a complete package. Materials arriving separately will not be included in the application package for consideration and will result in the application being rejected or not funded. **Mailing materials, package, packing envelopes or exterior wrapping of the proposal must reference FOA number R10AF2006. This requirement will include overnight mail labels. FAX copies of proposal documents will not be accepted.**

**Do not include** a cover letter or company literature/brochure with your proposal. All pertinent information must be included in your Executive Summary, Technical Proposal, Funding Plan, and Budget Information in accordance with the formats below.

Applicants shall submit **one original and one CD** of all proposal documents.

## IV.C. PROPOSAL FORMAT AND CONTENT

### IV.C.1 Proposal Format and Length

Proposals shall be limited to **forty (40)** 8-1/2 inch X 11 inch pages, excluding any forms required in these instructions. The font used shall be Times New Roman, 12 point font or Arial, 10 point font. Proposals will be prescreened for compliance to the 40-page limit. The cover sheet (Standard Form 424), Assurances (Standard Form 424B or D, as applicable), Budget (Standard Form 424A or C), blank pages, title pages, and table of content pages, will not be counted in the 40-page limit. Blueprints and Appendixes will be counted toward the 40-page limit. All pages shall be consecutively numbered, including pages with tables and exhibits.

## THE PROPOSAL FORMAT IS INCLUDED IN SECTION V OF THIS DOCUMENT.

### IV.C.2 Proposal Content

**IV.C.2.1 Cover Page** – The cover page shall consist of a completed SF 424 - Application for Federal Assistance. This form must be signed by a person legally authorized to commit your organization to performance of the project. **Inclusion of a properly signed SF 424 in your proposal is a mandatory requirement. Failure to adhere to this requirement will result in the elimination of your proposal from further consideration.**

This form is available at <http://www.usbr.gov/mp/watershare/>.

**IV.C.2.2 Assurances** – Include with your proposal a completed and signed SF 424B – Assurances – Non-Construction Programs or an SF 424D – Assurances – Construction Programs. This form must be signed by a person legally authorized to commit your organization to performance of the project. **Inclusion of a properly signed SF 424B or SF 424D in your proposal is a mandatory requirement. Failure to adhere to this requirement will result in the elimination of your proposal from further consideration.** These forms are available at <http://www.usbr.gov/mp/watershare/>

**IV.C.2.3 Title Page** – Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Indicate the category the proposal is expected to be evaluated under (1 or 2). Include the name and address of the applicant, and the name and address, email address, telephone and facsimile numbers of the project manager.

**IV.C.2.4 Table of Contents** – List all major sections of the proposal in the Table of Contents.

**IV.C.2.5 Executive Summary**

**See the Executive Summary format, included in Section V, page 24 of this document.** The content of the Executive Summary is described below.

**IV.C.2.5.1 General Project Information** – Include the Project name, applicants name and address, contact information and a summary of funding request. A one-paragraph project overview shall be included in this section.

**IV.C.2.6 Technical Proposal**

**See the Technical Proposal Format, included in Section V, pages 25-27 of this document.** The content of the technical proposal is described below.

**IV.C.2.6.1 Background Data** – Include the applicant's average annual water supply (in acre feet), major crops, total acres served, miles of canals, miles of laterals, existing irrigation improvements (type, miles, acres), canal and lateral seepage losses and on-farm efficiency. State how the project is related to Reclamation activities and any other relevant information.

**IV.C.2.6.2 Consistency with California or Local Water Plan** – Applicants are required to ensure that the proposed project is consistent with any existing local (i.e. county, municipal, or regional) water plan.

**IV.C.2.6.3 Project Description** – Describe in detail the work to be carried out. Break the proposed work, including reporting, into major tasks. Discuss the approach to accomplish the proposed work by task. This discussion shall be in sufficient detail to permit a comprehensive evaluation of each task and the proposal. An estimated schedule demonstrating the stages and duration of the construction of the project shall be included covering all tasks. Engineering plans, designs and analyses should be included, if available. These plans should be in the Appendix of the proposal.

**IV.C.2.6.4 Demonstrated Results** - Describe water use efficiency measures to be taken pursuant to the proposed action and address direct, indirect, and other benefits. If applicable, the applicant should describe how the proposal will improve its operational efficiency. Include engineering plans and/or designs that demonstrate how the proposal would improve operational efficiency or achieve water savings.

Additional benefits may accrue to the intended project beneficiaries, including purchasers of marketed supplies developed by the project, or they may also accrue to third parties, including direct and indirect environmental benefits. This can include an evaluation of economic justification beyond that

directly associated with the parties participating in the proposed project, either as the project builder or as a purchaser of any developed supply.

Report any expected project accomplishments that would accrue to parties not directly participating in the proposed project as beneficiaries but which may be affected by hydrologic changes related to project implementation (e.g., stream flow, water quality) anywhere in the system.

Explain through a narrative description, and quantify whenever possible, how the proposed project will result in other project benefits.

**IV.C.2.6.5 Performance Measures and Project Monitoring** -Include a Performance Assessment Plan and a list of project-specific performance measures that will be used to assess project success in the relation to the goals and objectives. Describe the monitoring and assessment procedures that will be used to measure performance and document water savings, other benefits, to mark progress, and to determine the success of the project to achieve its goals. Include information about how the data and other information will be handled, stored, and made accessible. Provide a list of expected products/outcomes such as reports and other documentation, presentations, advances in technology, and information transfers via workshops, seminars, education programs, etc. **Visit <http://www.mp.usbr.gov/watershare> for suggested performance measures techniques.**

**IV.C.2.6.6 Environmental and Regulatory Compliance** – Applicants are required to comply with all applicable California, Federal, and local environmental, cultural, and paleontological resource protection laws and regulations. These may include, but are not limited to, the National Environmental Policy Act (NEPA), including the Council on Environmental Quality and Department of the Interior regulations implementing NEPA, the Clean Water Act, and the National Historic Preservation Act (NHPA), which requires consultation with the State Historic Preservation Office, the Endangered Species Act (ESA), and could require consultation with potentially affected Tribes.

Reclamation is the lead Federal agency for NEPA compliance. As the lead agency, Reclamation is solely responsible for determining the appropriate level of NEPA compliance, which could be a categorical exclusions checklist, environmental assessment, or environmental impact statement. However, a project sponsor (or their contractor) can provide much of the necessary information and data analyses.

In order to allow Reclamation to assess the probable environmental impacts and associated costs for each proposal, all applicants must respond to the following list of questions focusing on the requirements

of NEPA, the Endangered Species Act, and the National Historic Preservation Act. Please answer the following questions to the best of your knowledge. If any question is not applicable to your project, please explain why. If you have any questions, please contact your local Reclamation office.

- (1) Will your project impact the surrounding environment (i.e. soil [dust], air, water [quality and quantity], animal habitat, etc.)? If so, please explain the impacts and any steps that could be taken to minimize the impacts.
- (2) Are you aware of any endangered or threatened species in the project area?
- (3) Are there wetlands inside the project boundaries? If so, please estimate how many acres of wetlands there are, and describe any impact your project will have on the wetlands.
- (4) When was your irrigation system constructed?
- (5) If your project will affect individual features of an irrigation system (e.g., head gates, canals or flumes), state when those features were constructed and describe the nature and timing of any extensive alterations or modifications to those features.
- (6) Are any buildings, structures, or features in your irrigation district listed or eligible for listing on the National Register of Historic Places? Your local Reclamation office can assist you in answering this question.
- (7) Are there any known archeological sites in the proposed project area?

In addition, applicants must obtain all required approvals and permits, and shall coordinate and obtain any approvals required from site owners and operators. Applicants should state in their proposals whether any permits or approvals are required, and explain the applicant's plan for obtaining such permits or approvals.

Environmental and regulatory compliance costs are addressed in Section IV.E.2.7, below.

#### **IV.D. FUNDING PLAN INSTRUCTIONS**

**See the Budget Plan Format, included in Section V, page 28 of this document.**

The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the project costs will be obtained.

Reclamation will use this information in making a determination of financial capability.

## **IV.E. BUDGET AND PROJECT COSTS INSTRUCTIONS**

**IV.E.1 Budget Worksheet** – Applicants need to fill out the budget worksheet included in this application, Section V, page 29. This worksheet is an embedded Microsoft Excel spreadsheet. Double click on any cell within the sheet, and this will allow you to input the proper data.

### **IV.E.2 Budget Narrative**

The project budget shall clearly identify all project costs by task and the funding source, i.e., Reclamation, Applicant, or other funding sources.

**Applicants are required to disclose any other sources and amount of funding they are applying for or have received for any portion of this project. If funding sources have been approved, a letter of commitment must be provided. Submission of the following information is mandatory. Award will not be made to any applicant who fails to disclose the following information. No pre-award expenses will be allowed.**

**The budget narrative needs to include the following information.**

**IV.E.2.1 Salaries and Wages** - Indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries and wages, estimated hours or percent of time, and rate of compensation proposed. All labor estimates, including any proposed subcontractors, shall be allocated to specific tasks as outlined in the Recipient's proposal. Labor rates and proposed hours shall be displayed for each task.

Clearly identify any proposed salary increases and the effective date.

Generally, salaries of administrative and/or clerical personnel should be included as a portion of your indirect costs. If these salaries can be adequately documented as direct costs, they may be included in this section; however, an explanation should be included in your budget narrative.

**IV.E.2.2 Fringe Benefits** – Indicate rates/amounts, what costs are included in this category, and the basis of the rate computations. Indicate whether these rates are used for proposal purposes only or whether they are fixed or provisional rates for billing purposes. Federally-approved rate agreements are acceptable for compliance with this item.

**IV.E.2.3 Travel** – Include purpose of trip, destination, number traveling, length of stay and all travel costs including airfare (basis for rate used), per diem, lodging, and miscellaneous travel expenses. For local travel, include mileage and rate of compensation.

**IV.E.2.4 Equipment** – Itemize costs of all equipment having a value of over \$500 and include information as to the need for this equipment.

**IV.E.2.5 Supplies** – Itemize supplies by major category, quantity, and purpose, such as whether the items are needed for office use, research, or construction.

**IV.E.2.6 Contractual** – Identify all work that will be accomplished by sub-recipients, consultants, or contractors, including a detailed budget estimate of time, rates, supplies, and materials that will be required for the task. If a subrecipient, consultant, or contractor is proposed and approved at time of award, no other approvals will be required. Any changes or additions will require a request for approval.

**IV.E.2.7 Environmental and Regulatory Compliance Costs** – Reference cost incurred by Reclamation or the applicant in complying with environmental regulations applicable to this Program, which include NEPA, ESA, NHPA and the Clean Water Act, and other regulations depending on the project, including costs associated with any required permits or approvals.

**IV.E.2.8 Other** – Any other expenses, such as those for reporting, not included in the above categories shall be listed in this category, along with a description of the item and what it will be used for. No profit or fee or pre-award expenses will be allowed.

Funding for contingencies will only be considered in association with construction projects. Proposals for construction contingency funding at a rate greater than 10% will not be found acceptable.

**IV.E.2.9 Indirect Cost** – Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable OMB circular cost principles (see Section VIII) for the recipient's organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If the recipient has separate rates for recovery of labor overhead and general and administrative costs, each rate shall be shown. The applicant should propose rates for evaluation purposes that will

be used as fixed or ceiling rates in any resulting award. Include a copy of any Federally-approved Indirect Cost Rate Agreement.

If you do not have a Federally-approved Indirect Cost Rate Agreement or if unapproved rates are used, explain why, and include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on “Preparing and Submitting Indirect Cost Proposals” is available from the Department of the Interior, National Business Center, Indirect Cost Section, at <http://www.nbc.gov/acquisition/ics/icsprep.html> .

**IV.F. Budget Form** – In addition to the above-described budget information, the applicant must complete an SF 424A, Budget Information – Nonconstruction Programs, or an SF 424C, Budget Information, Construction Programs. These forms are available at <http://www.usbr.gov/mp/watershare/>.

**IV.G. Project Benefits Sheet** – Applicants need to provide the appropriate water management benefits for agricultural or urban measures that are addressed in your proposal. Where available, provide an estimate of the benefit in units (i.e. Acre Feet, \$, %). Please see page 32 for details.

#### **IV.H. DATE FOR RECEIPT OF PROPOSALS**

**Proposals will be accepted until 3:00 p.m., Pacific Standard Time, on January 19, 2010. Proposals received after this date and time will not be considered for award.**

#### **IV.I. Proposal Delivery Instructions**

Proposals shall be submitted via Grants.gov or hard copy and addressed as follows (**facsimile transmissions of proposals will not be accepted**):

**Mailing Address:**

Bureau of Reclamation,  
Mid-Pacific Region, Acquisition Services  
Attn: Maria Castaneda (MP3813) or  
Lisa-Marie Atkins (Mp 3841)  
2800 Cottage Way, Room E-1815  
Sacramento CA 95825-1898

#### **IV.J. Proposal Submission Checklist**

A Proposal Submission Checklist has been included on page 4 of this FOA. The Checklist contains a summary of the information you are **required** to submit with your application.

**IV.K. Required Formats**

Section V of this document contains the formats for your Proposal, Budget Worksheets, and Budget Narrative.

**SECTION V – Required Proposal Format**

This section contains the forms and formats for your proposal that will meet the proposal submission requirements stated in this FOA. The format is available on <http://www.usbr.gov/mp/watershare/>.

- V.1** Cover Page -- SF-424 Application for Financial Assistance form
- V.2** SF-424B, Assurances - Nonconstruction Programs, or SF-424D, Assurances – Construction Programs form
- V.3** Title Page
- V.4** Table of Contents
- V.5** Executive Summary
- V.6** Technical Proposal
- V.7** Funding Plan
- V.8** Budget Worksheet
- V.9** Budget Narrative
- V.10** Budget Form – SF 424A, Budget Information – Nonconstruction Programs, or SF 424C, Budget Information - Construction Programs
- V.11** Project Benefits Sheet

**COVER PAGE** (See FOA Section IV.C.2.1)

Include an SF 424 Application for Financial Assistance. Form is available at <http://www.usbr.gov/mp/watershare/>.

**ASSURANCES FORM** (See FOA Section IV.C.2.2)

Include an SF 424B, Assurances - Nonconstruction Programs, or SF 424D, Assurances – Construction Programs form. Forms are available at <http://www.usbr.gov/mp/watershare/>.

**TITLE PAGE** (See FOA Section IV.C.2.3)

# **Water Conservation Field Services Program**

**PROJECT NAME**

**PROJECT LOCATION**

**Applicant Name**

**Applicant Address**

**Date**

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<b>Part I -- EXECUTIVE SUMMARY</b> (See FOA Section IV.C.2.5)																							
<b>A. General Project Information</b>																							
<b>A.1</b>	<b>Applicant Name:</b> <b>City, County, State:</b>																						
<b>A.2</b>	<b>Project Name:</b>																						
<b>A.3</b>	<b>2010 Funding Request Summary</b> <i>[Use * to denote an in-kind contribution]</i>																						
	<table border="1"> <thead> <tr> <th><b>FUNDING SOURCE</b></th> <th><b>FUNDING AMOUNT</b></th> </tr> </thead> <tbody> <tr> <td><b>Non-Federal Entities:</b></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td><b>Non-Federal Subtotal:</b></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td><b>Reclamation Funding:</b></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td><b>TOTAL PROJECT FUNDING:</b></td> <td></td> </tr> </tbody> </table>	<b>FUNDING SOURCE</b>	<b>FUNDING AMOUNT</b>	<b>Non-Federal Entities:</b>										<b>Non-Federal Subtotal:</b>				<b>Reclamation Funding:</b>				<b>TOTAL PROJECT FUNDING:</b>	
<b>FUNDING SOURCE</b>	<b>FUNDING AMOUNT</b>																						
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<b>Non-Federal Subtotal:</b>																							
<b>Reclamation Funding:</b>																							
<b>TOTAL PROJECT FUNDING:</b>																							
<b>A.4</b>	<b>One paragraph project summary:</b>																						
<b>A.5</b>	<b>This project is being submitted under Category _____. Identify how this project contributes to accomplishment of the goals. (See section I.B.1)</b>																						
<b>A.6</b>	<b>Contact for Further Information:</b>  <b>Name:</b> <b>Title:</b> <b>Telephone:</b> <b>E-mail:</b>																						

<b>Part II -- TECHNICAL PROPOSAL</b> (See FOA Section IV.C.2.6)	
<b>A</b>	<b>Background Data</b> Include the following information about the applicant. (See FOA Section IV.C.2.6.1)
<b>A.1</b>	<b>Applicant's average annual water supply (in acre feet):</b>
<b>A.2</b>	<b>Describe water use (i.e. municipal, irrigation, etc.):</b>
<b>A.3</b>	<b>If water is primarily used for irrigation, describe major crops, total acres served, major irrigation methods:</b>
<b>A.4</b>	<b>Describe the applicant's water supply facilities, including miles of canals, miles of laterals, existing irrigation improvements (type, miles, acres), canal and lateral seepage losses and on-farm efficiency, etc.:</b>
<b>A.5</b>	<b>Describe any other relevant background information:</b>
<b>A.6</b>	<b>State how the project is connected to Reclamation project activities. For example, whether the applicant receives Reclamation project water, or if project is on Reclamation project lands, involves Reclamation facilities, or is in the same basin as a Reclamation project or activity, and if the proposed work will contribute water to a basin where a Reclamation project is located:</b>
<b>B</b>	<b>Consistency with State or Local Water Plan</b> (See FOA Section IV.C.2.6.2)
<b>B.1</b>	<p>State whether the proposed project is consistent with the state or local water plan. Yes ___ No ___</p> <p>If yes, identify the applicable plan:</p> <p>If no, state why the project should be considered:</p>
<b>C</b>	<b>Project Description</b> (See FOA Section IV.C.2.6.3)
<b>C.1</b>	<b>Describe in detail the work and approach to be used to carry out the proposed project. This description shall be in sufficient detail to permit a comprehensive evaluation of the proposal.</b>
<b>C.2</b>	<b>Provide an estimated project schedule demonstrating the stages and duration of the proposed work, including major milestones and dates.</b>
<b>C.3</b>	<b>Discuss any deviations from the proposed September 30, 2010 start date and 24-month project duration.</b>
<b>C.4</b>	<b>Briefly describe any engineering plans, designs, and analyses prepared in connection with the proposed work and include it in the Appendix of the proposal.</b>
<b>D</b>	<b>DEMONSTRATED RESULTS</b> (See FOA Section IV.C.2.6.4)
<b>D.1.</b>	<b>For water management planning or education proposals: State the number of acre-feet contributed to water conservation planning and/or water conservation education. State the number of individuals that will benefit from water education.</b>
<b>D.2</b>	<b>Describe the degree to which the proposal increases conservation and/or efficiency overall, and the degree to which it increases conservation or efficiency with regard to any individual facilities (e.g., head gate or canal) improved. In your response, please include the following information:</b>

	<p>(a) For proposals that conserve water, state the amount of water conserved in acre-feet per year.</p> <p>(b) For projects involving improvements to individual facilities (e.g., a head gate, canal or ditch), state the average annual water supply that is ran through the effected facility and the estimated water savings or quantities that will be better managed or managed differently , in acre-feet, as a result of facility improvement;</p> <p>(c) For proposals that improve water management through measurement, automation, or irrigation management, etc., state the amount of water expected to be better managed, in acre-feet per year.</p>
D.3	<p>Provide the following information regarding project benefits:</p> <p>(a) Identify all direct project benefits (i.e., amount of water conserved, water quality, improvement of in stream flows, etc); indicate the number of years such benefits will continue (e.g, the life of any physical improvements, and/or the term of any contractual arrangements); and, whether such benefits will occur year-round, or only during certain months of the year (if so, state which months of the year):</p> <p>(b) Identify any indirect benefits such as increased carryover storage, increased irrigation season during drought, improved reliability of water supply. (If the time period that such benefits will continue is different from the time period indicated above in response to (a), please explain):</p> <p>(c) Discuss other benefits from the proposed project that are not included above. Any expected benefits that cannot be quantified should be described in a detailed narrative.</p> <p>(d) Provide documentation and support for how estimates of direct project benefits and any indirect project benefits were made (calculations, measurements and references):</p>
D.4	<p>Provide an estimate of any change in operation and maintenance costs (increase or decrease) as a result of the proposed work:</p>
<b>E</b>	<p><b>Performance Measures and Project Monitoring</b> (See FOA Section IV.C.2.6.5)</p>
E.1	<p>Provide a detailed plan on how performance measures and project monitoring will be used to demonstrate, verify, and report project performance and results. Post-project data verification needs to be included. Visit <a href="http://www.usbr.gov/mp/watershare">http://www.usbr.gov/mp/watershare</a> for suggested performance measures.</p>
<b>F</b>	<p><b>Environmental and Regulatory Compliance</b> Please answer the following questions to the best of your knowledge. If any question is not applicable to your project, please explain why. If you have any questions, please contact your local Reclamation office. (See FOA Section IV.C.2.6.6)</p>
F.1	<p>Will the proposed work impact the surrounding environment (i.e. soil (dust), air, water (quality and quantity), animal habitat, etc.)?</p> <p>If so, please explain the impacts and any steps that could be taken to minimize the impacts.</p>
F.2	<p>Are there wetlands in the project area?</p>

	<b>If so, please estimate how many acres of wetlands there are, and any impact the proposed work will have on the wetlands.</b>
<b>F.3</b>	<b>Are you aware of any endangered or threatened species in the project area?</b>
<b>F.4</b>	<b>When was the irrigation water distribution system constructed?</b>
<b>F.5</b>	<b>If the project will affect individual features of the irrigation system (e.g., head gates, canals or flumes), state when those features were constructed and describe any extensive alterations or modifications to those features, including when such alterations or modifications took place.</b>
<b>F.6</b>	<b>Are any buildings, structures, or features in your irrigation district listed or eligible for listing on the National Register of Historic Places?</b>  <b>Your local Reclamation office can assist you in answering this question.</b>
<b>F.7</b>	<b>Are there any known archeological sites in the proposed project area?</b>
<b>F.8</b>	<b>State whether any permits or approvals are required, and explain the applicant's plan for obtaining such permits or approvals.</b>
<b>F.9</b>	<b>State whether a line item for environmental compliance costs has been included in the budget. Please note that Reclamation may have to withhold a portion of grant funds for environmental compliance costs.</b> <b>Yes ___ No ___</b>  <b>If no, please explain why.</b>

<b>Part III – Funding Plan</b> (See FOA Section IV.D)	
<b>A</b>	<b>Describe how the Applicant will make its contribution to the cost share requirement, including a description of monetary and in-kind contributions, and identification of the source funds contributed by the applicant (e.g., reserve account, tax revenue and/or assessments). Please include documentation (i.e. budget excerpts, etc):</b>
<b>B</b>	<b>If project funding is being provided by funding partners, not including the applicant or Reclamation, please provide the following information:</b>  <b>(a) Identify the funding partners and state the amount of funding to be provided by each:</b>  <b>(b) Provide letters of commitment from all cost-sharing partners identified in the proposal.____</b>
<b>C</b>	<b>Describe any other Federal funding requested or received for the proposed work. Note; Federal funding may not be counted towards the applicant's 50% cost share requirement.</b>
<b>D</b>	<b>Discuss what lesser amount would be acceptable if Reclamation is unable to provide your total funding request. Discuss any decrease in project size or other problems due to decreased Federal funding.</b>
<b>E</b>	<b>Does the budget identify direct, indirect, environmental and contingency costs? Yes ___ No ___. If not, explain why.</b>
<b>G</b>	<b>Describe any other pending funding requests for the proposed work that have not yet been approved, and explain how the project will be affected if such funding is awarded or denied.</b>

**BUDGET WORKSHEET** (See FOA Section IV.E.1)

This is an imprinted Excel sheet. Double click in any cell below to fill out worksheet. When you are finished inputting the proper data, click outside of the worksheet to exit the Excel function. This worksheet is also available on <http://www.usbr.gov/mp/watershare/>.

BUDGET ITEM DESCRIPTION	COMPUTATION		RECIPIENT FUNDING	RECLAMATION FUNDING	TOTAL COST
	\$/Unit and Unit	Quantity			
SALARIES AND WAGES					
Employee 1					
Employee 2					
FRINGE BENEFITS					
Full-time employees					
Part-time employees					
TRAVEL					
Trip 1					
Trip 2					
EQUIPMENT					
Item A					
Item B					
Item C					
PROJECT MONITORING/ PERFORMANCE MEASURES					
SUPPLIES/MATERIALS					
Office Supplies					
Construction					
CONTRACTUAL/ CONSTRUCTION					
ENVIRONMENTAL AND REGULATORY COMPLIANCE					
OTHER					
Reporting					
<b>TOTAL DIRECT COSTS</b>					
INDIRECT COSTS - %					
<b>TOTAL PROJECT COSTS</b>					

**BUDGET NARRATIVE** (See FOA Section IV.E.2)

Applicants shall include a Budget Narrative with the application. The Budget Narrative provides a discussion of or explanation for items included in the Budget Proposal. Please refer to FOA Section IV.E.2.1-Section IV.E.2.9 to reference the information that needs to be included in the Narrative:

**BUDGET FORM** (See Section IV.F)

Include either an SF 424A, Budget Information – Nonconstruction Programs, or an SF 424C, Budget Information - Construction Programs form. Forms are available at <http://www.usbr.gov/mp/watershare/>.

**Water Conservation Field Service Program Project Benefits Sheet**  
(See FOA Section IV.G)

Please provide the appropriate water management benefits for agricultural or urban measures that you anticipate addressing in your proposal. Where available, please provide an estimate of the benefit in units (i.e. Acre Feet, \$, %). This form is also available at <http://www.usbr.gov/mp/watershare/>.

**Partner:** \_\_\_\_\_

- Reduce Leaks and Seepage \_\_\_\_\_ Acre Feet/Year
- Reduces System Spills \_\_\_\_\_ Acre Feet/Year
- Makes More Water Available for Crop Use \_\_\_\_\_ Acre Feet/Year
- Reduces Operation Costs \_\_\_\_\_ \$/Year
- Reduces Energy Cost \_\_\_\_\_ \$/Year
- Reduces Waste Treatment Cost \_\_\_\_\_ \$/Year
- Improves Crop Yield \_\_\_\_\_ Percent/Year
- Reduces On-Farm Costs \_\_\_\_\_ \$/Year
- Reduces Per Capita Use \_\_\_\_\_ Gals/Capita/Day
- Provides Technical Training \_\_\_\_\_ # of People
- Provides Water Conservation Education \_\_\_\_\_ # of People
- Improves Water Supply Reliability \_\_\_\_\_ Frequency (Yrs)\*
- Delays Construction of New Supplies \_\_\_\_\_ Years
- Reduces Drainage/Erosion \_\_\_\_\_ Tons
- Improves Water Quality \_\_\_\_\_ % Reduction of \_\_\_\_\_
- Enhances Aquatic/Riparian Habitat \_\_\_\_\_ Acres
- Endangered Species \_\_\_\_\_ Yes/No

\*Estimate of how often the improvement will occur (i.e. 1 = each year, 2 = 1 in 2 years etc.)

## **SECTION VI – EVALUATION CRITERIA**

### **VI.A. EVALUATION CRITERIA**

Proposals will be evaluated by a technical panel in accordance with the criteria listed below. The relative importance placed on the evaluation criteria is shown in descending order of importance.

**Criteria for Selection of  
Water Conservation Field Service Program Grant Applicants  
for  
Northern California Area Office  
Central California Area Office  
South Central California Area Office**

#### **Evaluation Criteria**

#### **1. Water Management Planning Projects -100 total points available**

Subcategories for grading criteria are listed in the order of importance.

- A. The applicant is preparing a water management plan under CVPIA criteria or RRA for the first time
- B. Reasonableness of cost
- C. Association with Reclamation Project Water Supplies.
- D. Preparation of a Regional/Cooperative Plan
- E. Amount and sources of non-Federal funding (i.e., cost share)
- F. Small Grant Consideration
- G. Extent to which Federal funding would promote completion of an activity that might otherwise be delayed or postponed

#### **2. Implementation of Efficiency Measure Projects– 95 total points Available**

Subcategories for grading criteria are listed in the order of importance.

- A. Extent to which the proposed activity is expected to improve water use efficiency and provide other benefits
- B. Extent to which proposal demonstrates a sound implementation strategy and probability of success
- C. Reasonableness of cost of water saved or better managed and Proposal's budget is complete with reasonable costs for overheads, indirect costs, personnel, environmental work, etc. and proper cost estimates for materials
- D. Performance Measures
- E. Extent to which applicant's Water Management Plan and annual update is complete.
- F. Amount and sources of non-Federal funding (i.e., cost share)
- G. Association with Reclamation Project Water Supplies

H. Potential issues related to environmental and cultural resources compliance

I. Small Grant Consideration

J. Likelihood that the proposed activity would not be completed by applicant if no Federal funding is available

## **REVIEW AND SELECTION PROCESS**

The Government reserves the right to reject any and all proposals which do not meet the requirements of this solicitation and which are determined to be outside the scope of the WCFSP. Awards will be made to the responsible applicants submitting proposals that conform to the solicitation and are most advantageous to the Government considering the factors and any significant sub-factors listed above. The evaluation process will be comprised of three levels.

### **First Level Screening**

All proposals received will be screened to ensure that proposal meets the requirements of Funding Opportunity Announcement and that applicant meets the eligibility requirements.

### **Second Level Screening**

If the proposed activity/project meets the first level screening, the applications are sent for technical review by an evaluation committee comprised of program managers and technical specialists to document and rank proposals based on the eligibility criterion listed.

### **Third Level Evaluation**

Management will conduct a final review to prioritize activities/projects based on availability of funds. After completion of the Third Level Evaluation, Reclamation will notify applicants of its initial selections and begin the process of awarding the grant.

## **SECTION VII -- AWARD ADMINISTRATION INFORMATION**

### **VII.A. AWARD NOTICES**

Successful applicants will receive a notice of award of a Grant or Cooperative Agreement document by mail, signed by a Grants Officer, notifying the applicant of project award and project starting date.

### **VII.B. AWARD DOCUMENT**

If your organization is awarded an agreement as a result of this FOA, the applicable portions of Sections II, III, and VIII of this document will be included in the resulting agreement.

### **VII.C. REPORTING REQUIREMENTS AND DISTRIBUTION**

If your organization is awarded an agreement as a result of this FOA, you will be required to submit the following types of reports during the term of the agreement. Detailed information on the type, frequency, and distribution of these reports is included in Section VIII.B.4, titled Reporting Requirements and Distribution, of this document.

#### **VII.C.1 Financial Reports**

- SF-425 Federal Financial Report

#### **VII.C.2 Program Performance Reports**

- Interim Reports
- Annual Reports
- Final Report
- Project Monitoring/Performance Measures Reports

### **VII.D Agency Contact**

Organizations or individuals interested in submitting proposals in response to this solicitation may direct questions to Reclamation in writing. Questions may be submitted to the attention of Maria Castaneda, Grants Officer, as follows:

#### **By mail:**

Bureau of Reclamation  
 Mid-Pacific Region, Acquisition Services  
 Attn: Maria Castaneda (MP3813) or  
 Lisa Marie Atkins (MP 3841)  
 2800 Cottage Way, Room E-1815  
 Sacramento CA 95825-1898

**By E-mail:**

[mcastaneda@usbr.gov](mailto:mcastaneda@usbr.gov) or [latkins@usbr.gov](mailto:latkins@usbr.gov)

## SECTION VIII -- OTHER INFORMATION

### VIII.A STANDARD TERMS & CONDITIONS

If you are awarded a Cooperative Agreement/Grant as a result of this Funding Opportunity Announcement, the following General Provisions and Special Provisions will be included in the agreement at time of award. The provisions are available at <http://www.usbr.gov/mso/aamd/doing-business-financial-assistance.html>.

### VIII.B FREEDOM OF INFORMATION ACT (FOIA)

All applications may be subject to FOIA. The Freedom of Information Act (5 U.S.C.A. &552) generally provides that any person has a right, enforceable in court, to obtain access to federal agency records, except to the extent that such records (or portions of them) are protected from public disclosure by one of nine exemptions or by one of three special law enforcement record exclusions. Proprietary information should be marked "Confidential" to assist in alerting the federal agency to information that may be protected from disclosure.

### VIII.C GRANTS.GOV: Electronic Submission and Receipt Procedures

Grants.gov is an internet website that can be used to find and apply for grant funding opportunities. At <http://www.grants.gov>, you will find step-by-step instructions which enable you to apply electronically for Reclamation funds. Applicants are encouraged to read through the page entitled, "Complete Application Package" before getting started. Grants.gov allows applicants to download the application package, instructions, and forms that are incorporated in the instructions and work off line.

The following is required prior to electronic proposal submittal on Grants.gov:

- a. Registration** The Grants.gov registration process is a separate process from submitting a proposal. Applicants are, therefore, encouraged to register early. The information applicants need to register can be found at: <http://www.grants.gov/GetStarted>. The site also contains registration checklists to help you walk through the process (column on the left side of the Get Started page). Reclamation recommends that you download the checklists and prepare the information requested before beginning the registration process. Reviewing and assembling required information before beginning the registration process will make the process quicker and will save time.

The registration process can take approximately two weeks to be completed; therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required submission deadlines. You will be able to submit your proposal online anytime after you receive your e-authentication credentials.

**b. Central Contractor Registry and Credential Provider Registration**

In addition to having a DUNS number, applicants applying electronically through Grants.gov must register with the Federal Central Contractor Registry and with a Credential Provider. The Grants.gov website at <http://www.grants.gov/GetStarted> provides step-by-step instructions for registering in the Central Contractor Registry and for registering with a credential provider. All applicants filing electronically must register with the Central Contractor Registry and receive credentials from the Grants.gov credential provider in order to apply on line. Failure to register with the Central Contractor Registry and credential provider will result in your proposal being rejected by the Grants.gov portal.

Proposals submitted through Grants.gov constitute submission as electronically signed. The registration and e-authentication process establishes the Authorized Organization Representative (AOR). When you submit the proposal through Grants.gov, the name of your authorized organization representative on file will be inserted into the signature line of the application. Applicants must register the individual who is able to make legally binding commitments for the applicant organization as the Authorized Organization Representative.

Proof of timely submission is automatically recorded by Grants.gov. An electronic time stamp is generated within the system when the proposal is successfully received by Grants.gov. The applicant will receive an acknowledgement of receipt and a tracking number from Grants.gov with the successful transmission of their proposal. Applicants should print this receipt and save it, along with facsimile receipts for information provided by facsimile, as proof of timely submission.

When Reclamation successfully retrieves the proposal from Grants.gov, Grants.gov will provide an electronic acknowledgment of receipt to the e-mail address of the AOR. Proof of Timely submission shall be the date and time that Grants.gov receives your proposal. Proposals received by Grants.gov, after the established due date for the program will be considered late and will not be considered for funding by Reclamation.

Reclamation suggests that applicants submit their proposals during the operating hours of the Grants.gov Support Desk, so that if there are questions concerning transmission, operators will be available to walk you through the process. Submitting your proposal during the Support Desk hours will also ensure that you have sufficient time for the proposal to complete its transmission prior to the

deadline. Applicants using dial-up connections should be aware that transmission should take some time before Grants.gov receives it.

Grants.gov will provide either an error or a successfully received transmission message. The Grants.gov Support desk reports that some applicants abort the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the proposal. Uploading and transmitting many files, particularly electronic forms with associated XML schemas, will take some time to be processed.

The Grants.gov website provides customer support via (800) 518-GRANTS (this is a toll-free number) or through e-mail at [support@grants.gov](mailto:support@grants.gov). The customer support center is open from 7:00 a.m. to 9:00 p.m. Eastern time, Monday through Friday, except Federal holidays, to address Grants.gov technology issues. For technical assistance on program related questions, contact the number listed in the Program Section of the program you are applying for.

#### **VIII.D AGRICULTURAL OPERATIONS [Public Law 111-11, Section 9504(a)(3)(B)]**

The Recipient shall not use any associated water savings to increase the total irrigated acreage of the Recipient or otherwise increase the consumptive use of water in the operation of the Recipient, as determined pursuant to the law of the State in which the operation of Recipient is located.

#### **VIII.E TITLE TO IMPROVEMENTS [Public Law 111-11, Section 9504(a)(3)(D)]**

If the activities funded under this Agreement result in an infrastructure improvement to a federally owned facility, the Federal Government shall continue to hold title to the facility and improvements to the facility.

#### **VIII.F OPERATION AND MAINTENANCE COSTS [Public Law 111-11, Section 9504(a)(3)(E)(iv.)]**

The non-Federal share of the cost of operating and maintaining any infrastructure improvement funded through this Agreement shall be 100 percent.

#### **VIII.G LIABILITY [Public Law 111-11, Section 9504(a)(3)(F)]**

**(a) IN GENERAL.**—Except as provided under chapter 171 of title 28, United States Code (commonly known as the “Federal Tort Claims Act”), the United States shall not be liable for monetary damages of any kind for any injury arising out of an act, omission, or occurrence that arises in relation to any facility created or improved under this Agreement, the title of which is not held by the United States.

**(b) TORT CLAIMS ACT.**—Nothing in this section increases the liability of the United States beyond that provided in chapter 171 of title 28, United States Code (commonly known as the “Federal Tort Claims Act”).