

RECLAMATION

Managing Water in the West

Funding Opportunity Application (FOA) No. R10AF20071

Title XVI Recycled Water Feasibility Study – Mid-Pacific Region

Fiscal Year 2010



**U.S. Department of the Interior
Bureau of Reclamation
Mid-Pacific Region**
<http://www.usbr.gov/mp/>

August 2010

Title XVI Recycled Water Feasibility Study, MP Region

**Department of the Interior
Bureau of Reclamation
Mid Pacific Region
2800 Cottage Way
Sacramento, CA 95825**

OVERVIEW

Federal Agency Name:	DOI, Bureau of Reclamation, Sacramento, CA
Funding Opportunity Title:	Title XVI Recycled Water Feasibility Study, MP Region
Announcement Type:	Initial announcement
Funding Opportunity Number:	R10AF20071
Catalog of Federal Domestic Assistance (CFDA) Number:	15.504
Application Due Date:	Applications due <i>August 22, 2010</i> , 3:00 p.m. PST
Eligible Applicants:	As described in Section III.A
Applicant Cost Share:	Minimum 50% of project costs
Federal Funding Amount:	\$75,000.
Estimated number of agreements to be awarded:	1
Total amount of funding available for award:	Estimated at up to \$75,000

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PROPOSAL CHECKLIST

The following table contains a summary of the information that you are required to submit.

ORIGINAL HARD COPY AND DISK OF PROPOSAL DOCUMENTS		
What to Submit	Required Content	REQUIRED FORM OR FORMAT
APPLICATION CONTENT:	Sec. IV.C	
Cover Page	Section IV.C.2.1	Office of Management and Budget (OMB), Standard Form (SF) 424*, Application for Federal Assistance.
Assurances	Section IV.C.2.2	OMB, SF 424B*
Title Page	Section IV.C.2.3	Provide a brief, informative and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, email address, telephone and facsimile numbers of the project manager.
Table of Contents	Section IV.C.2.4	List all major sections of the technical proposal.
Executive Summary	Section IV.C.2.5	See format in Section V
• General Project Information	Section IV.C.2.5.1	Include the project name, applicant's name and address, contact information and a summary of funding requested. Also include a one-paragraph project overview.
• Summary of Project Criteria	Section IV.C.2.5.2	Include a brief narrative of the project. Discuss project benefits and the project financing and cost sharing.
Technical Proposal	Section IV.C.2.6	See format in Section V
• Background Data	Section IV.C.2.6.1	Location, information and other relevant data to the proposed project/activity.
• Project Description	Section IV.C.2.6.2	Explain how the project and performance will be measured to evaluate the meeting, and/or achievement of, specific milestones or objectives.
• Environmental and Regulatory Compliance	Section IV.C.2.6.3	Applicants are required to comply with all applicable state, Federal and local environmental, cultural, and paleontological resource protection laws and regulations.
Funding Plan	Section IV.D	Describe how non-Reclamation share of project costs will be obtained.
Budget Information	Sec. IV.E.2.12	OMB, SF 424A*
*Forms may be downloaded from www.grants.gov under the Funding Opportunity, R10AF20071, Full Announcement or Application		

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's water reclamation and reuse program is authorized by the Reclamation Wastewater and Groundwater Study and Facilities Act of 1992, Public Law (P.L.) 102-575, Title XVI, as amended. Also known as "Title XVI", the act directs the Secretary of the Interior to undertake a program to investigate and identify opportunities for water reclamation and reuse of municipal, industrial, domestic and agricultural wastewater, and naturally impaired ground and surface waters, and for design and construction of demonstration and permanent facilities to reclaim and reuse wastewater. It also authorizes the Secretary to conduct research, including desalting, for the reclamation of wastewater and naturally impaired ground and surface waters.

Reclamation Mid-Pacific Region is posting a Funding Opportunity Application (FOA) for cost share funding for Title XVI Program pre-construction planning activities. Applications are now being accepted for a Title XVI Recycled Water Feasibility Study from those entities wishing to receive financial assistance in Federal fiscal year 2010. The Title XVI Recycled Water Feasibility Study FOA is subject to the approval of the fiscal year 2010 budget by the United States Congress. Financial assistance will be provided for successful applications as funds become available.

To be eligible for the financial assistance described in this package, a proposed activity must be defined as a State, regional, or local authority; Indian tribe or tribal organization; or other entity such as a water conservation or conservancy district, wastewater district, or rural water district having the potential to impact a Reclamation managed river system located within the San Joaquin Valley. Through the agreement awarded through this FOA, Reclamation provides cost-shared funding on a competitive basis for a pre-construction planning study that will evaluate the feasibility of implementing a water recycling project along a Reclamation managed river system within the San Joaquin Valley. The goal of the funding opportunity is to identify and evaluate the advantages and disadvantages associated with implementing a water recycling and reuse project along a Reclamation managed river and the impacts on upstream and downstream water recipients; and, where feasible, expand current water supplies through a recycled water project. However, proposals to investigate projects "intended to reclaim and reuse agricultural wastewater generated in the service area of the San Luis Unit of the central Valley Project" as prohibited by Section 1602(d) of Title XVI will not be considered.

I.A.2 PROGRAM OBJECTIVE

Reclamation's Mid-Pacific Region proposes to provide financial assistance to support Title XVI pre-construction planning activities, including conducting of a Title XVI feasibility study and preparation of a Title XVI feasibility report as prescribed in the Reclamation Manual Directives and Standards WTR 11-01.

The feasibility study and report must address, at a minimum, the following:

1. **Introductory Information.** Identify the non-Federal project sponsor (Recipient). Describe the study area and provide an area/project map. Define the study area in terms of both the site-specific project area and any reclaimed water distribution systems.
2. **Statement of Problems and Needs.** Describe key water resource management problems and needs for which water reclamation and reuse may provide a solution. All projections shall be reasonable and for a minimum of 20 years.
3. **Water Reclamation and Reuse Opportunities.** Address the opportunities for water reclamation and reuse in the study area, and identify the sources of water that could be reclaimed.
4. **Description of Alternatives.**
5. **Economic Analysis.** A Title XVI feasibility study report must include an economic analysis of the proposed Title XVI project relative to other water supply alternatives that could be implemented by the non-Federal project sponsor. This assessment needs to identify the degree to which the water recycling and reuse alternative is cost-effective, and the economic benefits that are to be realized after implementation.
6. **Selection of the Proposed Title XVI Project.** Provide a justification of why the proposed Title XVI project is the selected alternative in terms of meeting objectives, demands, needs, cost effectiveness, and other criteria important to the decision.
7. **Environmental Consideration and Potential Effects.** The review of a Title XVI feasibility study report does not require National Environmental Policy Act (NEPA) compliance. However, the Title XVI feasibility study report must include sufficient environmental consideration of each alternative to allow Reclamation to assess the potential measures and costs that may be necessary to construct and operate facilities with acceptable environmental impacts and comply with applicable Federal law.
8. **Legal and Institutional Requirements.** The Title XVI feasibility study shall identify any legal or institutional requirements, or barriers to implementing the proposed Title XVI project, including local, State, and Federal policies and regulations.
9. **Financial Capability of Sponsor.** At the Title XVI feasibility study stage, Reclamation must request enough information to determine that the non-Federal project sponsor is likely to demonstrate financial capability if the project moves to construction. Reclamation will request more detailed information to make a determination that the non-Federal project sponsor is financially capable of funding the non-Federal share of the project's costs before a funding agreement covering construction can be executed.
10. **Research Needs.** At a minimum, the report must include a statement on whether the proposed water reclamation and reuse project includes basic research needs, and the extent that the proposed Title XVI project will use proven technologies and conventional system components.

I.A.3 OBJECTIVE OF FUNDING OPPORTUNITY APPLICATIONS

This FOA invites eligible recipients to leverage their money and resources, by cost sharing with Reclamation, on a Title XVI Recycled Water Feasibility Study. A project will be selected through a competitive process that will focus on achieving the outcomes identified in this solicitation.

I.A.3.1 Evaluation Criteria - See *Section VI*.

I.B ELIGIBLE PROJECTS

Emphasis for the Title XVI Recycled Water Feasibility Study will be directed toward applications that propose studies that can be completed within 12 months. The project must also evaluate the feasibility of implementing a water recycling project along a Reclamation managed river system within the San Joaquin Valley. However, proposals to investigate projects “intended to reclaim and reuse agricultural wastewater generated in the service area of the San Luis Unit of the Central Valley Project” as prohibited by Section 1602(d) of Title XVI will not be considered.

I.B.1 TYPES OF PROJECTS

Applications must only be provided for Title XVI water recycling and reuse feasibility studies.

I.C PROGRAM AUTHORITY

This FOA issued in accordance with the authority of the Reclamation Wastewater and Groundwater Study and Facilities Act of 1992, Public Law (P.L.) 102-575, Title XVI, as amended. Also known as “Title XVI”, the act directs the Secretary of the Interior to undertake a program to investigate and identify opportunities for water reclamation and reuse of municipal, industrial, domestic and agricultural wastewater, and naturally impaired ground and surface waters, and for design and construction of demonstration and permanent facilities to reclaim and reuse wastewater. It also authorizes the Secretary to conduct research, including desalting, for the reclamation of wastewater and naturally impaired ground and surface waters. Section 1604 of the Act authorizes Reclamation to participate in studies to determine the feasibility of water reclamation and reuse projects.

SECTION II -- AWARD INFORMATION

II.A TOTAL PROJECT FUNDING

One agreement will be awarded, once submittals are deemed in the evaluation process to be complete and in the best interest of the Title XVI Program. Reclamation estimated funding for fiscal year 2010 is \$75,000.

II.B PROJECT FUNDING LIMITATIONS

To facilitate the broad and effective use of limited Federal funds, Reclamation’s share of the proposed financial assistance agreement shall generally not exceed 50% of the feasibility study costs. 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.

II.D AWARD DATE

It is anticipated that awards will be made on or before *September 30, 2010* with an anticipated project start date on or before *September 30, 2010*.

SECTION III -- ELIGIBILITY INFORMATION

III.A ELIGIBLE APPLICANTS

A legally organized nonfederal entity to sponsor the project is required, such as an irrigation district or a municipality. The applicant must be able to furnish the nonfederal cost share and be able to assume the operation and maintenance of the project upon completion of construction.

III.B COST SHARE GUIDELINES

Applicants must cost share 50% or more of the total feasibility study costs.

Applicant cost sharing will be given greater consideration in the ranking process for proposed activities. Cost sharing may be made through cash or in-kind contributions from the applicant, or third party partners.

If cost sharing would be provided, the applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the costs will be obtained. Reclamation will make a determination of financial capability based on the funding plan submitted.

All cost sharing must be in accordance with the criteria set forth in OMB Circular A-102 or A-110, as applicable. During the activity, indirect costs which are incurred and will not be recovered may be included as part of your cost-share.

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.

Pre-Award Costs

Project costs that have been incurred prior to the date of award for the Initiative (“pre-award costs”) may be submitted for consideration as an allowable portion of the recipient's cost share for the project. Such costs may include, for example, design or construction plans and environmental compliance costs directly supporting the proposed project. Reclamation will review the proposed pre-award costs to determine if they are allowable in accordance with the authorizing legislation and applicable cost principles. In no cases, will pre-award costs incurred prior to *October 30, 1992* be allowed.

III.C ELIGIBLE PROJECTS AND LENGTH (DURATION) OF PROJECT

Applications must only be provided for water recycling and reuse feasibility studies, evaluating the feasibility of implementing a water recycling project along a Reclamation-managed river system within the San Joaquin Valley. However, proposals to investigate projects “intended to reclaim and reuse agricultural wastewater generated in the service area of the San Luis Unit of the Central Valley Project” as prohibited by Section 1602(d) of Title XVI will not be considered. Emphasis for the Title XVI Recycled Water Feasibility Study will be directed toward applications that propose studies that can be completed within 12 months. 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 V* 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 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.2.6.3* for additional information regarding environmental and regulatory compliance.

All equipment, supplies and materials either funded or otherwise obtained by the entity through this FOA will become property of the entity and shall be operated and maintained by the entity for the life of the proposed project. Where proposed projects involve funding for water flow

measurement devices, entities shall share data recorded from the equipment with Reclamation Mid-Pacific Region.

SECTION IV -- APPLICATION 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 an application. Hard copies will not be mailed.

If you are unable to access this information electronically and need assistance, please contact the following by:

Phone: (916) 978-5148 (Maria E. Castaneda)

E-mail: mcastaneda@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 elements: **(1) Executive Summary; (2) Technical Proposal; (3) Funding Plan; (4) Budget Worksheet; and (5) 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, or packing envelopes of the proposal must reference the FOA number **R10AF20071**. This requirement will include overnight mail labels. FAX copies and electronic mail of proposal documents will not be accepted.

Electronic filings of applications are acceptable via Grants.gov. If submitting your application in this format, please allow at least two (2) working days for processing.

By mail, applicants shall submit an original hard copy and disk of all proposal documents.

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, Budget Worksheet, and Budget Information in accordance with the formats below.

IV.C APPLICATION INSTRUCTIONS

IV.C.1 APPLICATION FORMAT AND LENGTH

Technical proposals shall be limited to **Twenty (20)** 8-1/2 inch X 11 inch pages **single-spaced** on one side of the page. The font used shall be at least 12 points in size and shall be easily readable. Proposals will be prescreened for compliance to the 20-page limit. The cover sheet (Standard Form 424), Assurances (Standard Form 424B), Budget (Standard Form 424A), blank pages, title pages, blueprints, Appendix, and table of content pages, will not be counted in the

20-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. Incomplete submittals may be considered nonresponsive.

IV.C.2 APPLICATION CONTENT

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

IV.C.2.2 Assurances – Include with your application a completed and signed SF 424B – Assurances – Non-Construction Programs. A person legally authorized to commit your organization to performance of the project must sign this form. Inclusion of a properly signed SF 424B in your application is a mandatory requirement. Failure to adhere to this requirement will result in the elimination of your application from further consideration.

IV.C.2.3 Title Page – Provide a brief, informative and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, email address, telephone and facsimile numbers of the project manager.

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

IV.C.2.5 Executive Summary

See the Executive Summary format, included in *Section V* 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.2.5.2 Summary of Project Criteria – Include a brief narrative of the project. Discuss project benefits and the project financing and cost sharing.

IV.C.2.6 Proposal Format

See the proposal format, included in *Section V* of this document. The content of the proposal is described below.

IV.C.2.6.1 Background Data – Include location (state, county, and direction from nearest town) and other appropriate information relevant to the proposed project/activity.

IV.C.2.6.2 Project Description – Explain how the project and performance will be measured to evaluate the meeting, and/or achievement of, specific milestones or objectives.

IV.C.2.6.3 Environmental and Regulatory Compliance – Applicants are required to comply with all applicable State, Federal, and local environmental laws and regulations. Although the review of a Title XVI feasibility study report does not require National Environmental Policy Act (NEPA) compliance, the report must include sufficient information on each alternative to allow Reclamation to assess the potential measures and costs that may be necessary to design, construct, and operate facilities with acceptable environmental impacts and comply with all applicable Federal law, the following information is required.

- (i) Discussion whether, and to what extent, the proposed Title XVI project will have potentially significant impacts on endangered or threatened species, public health or safety, natural resources, regulated waters of the United States, or cultural resources.
- (ii) Discussion whether, and to what extent, the project will have potentially significant environmental effects, or will involve unique or undefined environmental risks.
- (iii) Description of the status of required Federal, state, tribal, and/or local environmental compliance measures for the proposed Title XVI project, including copies of any documents that have been prepared, or results of any relevant studies.
- (iv) Any other information available to the study lead that would assist with assessing the measures that may be necessary to comply with NEPA, and other applicable Federal, state or local environmental laws such as the Endangered Species Act, the Clean Water Act and State water right requirements and permits.
- (v) Discussion of how the proposed Title XVI project will affect water supply and water quality from the perspective of a regional, watershed, aquifer, or river basin condition.
- (vi) Discussion of the extent to which the public was involved in the feasibility study, and a summary of comments received, if any.
- (vii) Description of the potential effects the project may have on historic properties. Discussion must include potential mitigation measures, the potential for adaptive reuse of facilities, an analysis of historic preservation costs, and the potential for heritage education, if necessary.

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

IV.D FUNDING PLAN INSTRUCTIONS

The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the project costs will be obtained. See the Funding Plan format, included at *Section V* of this document. Reclamation will use this information in making a determination of financial capability. Applicants must be willing to fund at least 50% of the project costs and provide documentation showing the sources of non-Reclamation funding that total 50% or more of the project costs. This is a mandatory requirement for all proposals submitted in response to this funding opportunity announcement.

IV.E BUDGET PROPOSAL INSTRUCTIONS

IV.E.1 General Requirements

Include a budget narrative with the estimated costs to conduct the proposed activity. The budget should include the sources and values of in-kind contributions of goods and services as well as funds provided to complete the activity (i.e. include the total cost of the activity, and not just the requested funds).

IV.E.2 Budget Proposal Format

There is no specific budget format required. The activity budget should include sufficient **detailed** information to enable us to evaluate the reasonableness of the budgeted amount. Listed below are additional instructions for some budget categories frequently encountered. Not all APPLICANTS will have costs in each category. The classification of costs into the various categories is not essential. These categories are provided simply as a means to provide instructions regarding the type of information to submit with the budget. If the activity budget includes expenses in these categories, follow the instructions provided. If the activity budget includes expenses in "Other" category, provide information that describes how the budget amount was estimated, what assumptions it is based upon, etc. **In all cases, sufficient information must be provided to allow a determination that the budget is fair and reasonable for the proposed activity. Award will not be made to any applicant who fails to fully disclose the following information.**

The project budget shall include detailed information for the categories listed below. The project budget shall clearly identify all project costs and the funding source, i.e., Reclamation, or other funding sources.

Additionally, applicants should include a narrative description of the items included in the project budget. Submission of the following information is mandatory. Award will not be made to any applicant who fails to fully disclose the following information.

Budget format and budget narrative are included in *Section V* of this document.

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 technical 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 other project needs.

IV.E.2.6 Contractual – Identify all work that will be accomplished by subrecipients, 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 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 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.2.10 Indirect Cost – Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable OMB circular cost principles or 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. Guidance for preparing your indirect cost proposals (ICPs) or cost allocation plan (CAP) is available from the Department of the Interior, National Business Center, Indirect Cost Section, at <http://www.aqd.nbc.gov/services/ICS.aspx>.

IV.E.2.11 Total Cost – Indicate total amount of project costs, including the Federal and non-Federal cost share amounts.

IV.E.2.12 Budget Information – In addition to the above-described budget information, the applicant must complete an SF 424A, Budget Information – Nonconstruction Programs.

IV.F. DATE FOR RECEIPT OF APPLICATIONS

Applications will be accepted until 3:00 p.m., Pacific Standard Time, on 22, 2010. Applications received after this date and time will not be considered for award.

IV.G APPLICATION DELIVERY INSTRUCTIONS

Proposals can be submitted by hard copy or through www.grants.gov. **If submitting your application through Grants.gov, please allow at least two (2) working days for processing. (Electronic mail or facsimile transmissions will not be accepted). Hard copy, please mail to:**

Bureau of Reclamation, MP Region
Attn: Maria Castaneda, Mail Code: MP-3813
2800 Cottage Way, Room E-1815
Sacramento CA 95825-1898

IV.H APPLICATION SUBMISSION CHECKLIST

An Application Submission Checklist is included on *page 4* of this FOA. The Checklist contains a summary of the information you are **required** to submit with your application.

IV.I REQUIRED FORMATS

Section V of this document contains the formats for your Technical Proposal, Funding Plan, Budget Proposal 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 Funding Opportunity Application.

V.1 Cover Page -- SF-424 Application for Financial Assistance form

V.2 SF-424B, Assurances – Non-construction Programs

V.3 Title Page

V.4 Table of Contents

V.5 Executive Summary

V.6 Technical Proposal

V.7 Funding Plan

V.8 Budget Proposal

V.9 Budget Narrative

V.10 Budget Form – SF 424A, Budget Information – Non-construction Programs

V.1 COVER PAGE (See Section IV.C.2.1)

Include an SF 424 Application for Financial Assistance. **Provide a Dun and Bradstreet number and ensure your entity is registered on the Central Contractor's Registry (CCR).**
www.ccr.gov

V.2 ASSURANCES FORM (See Section IV.C.2.2)

Include an SF 424B, Assurances – Non-construction Programs form.

V.3 TITLE PAGE (See Section IV.C.2.3)

Title XVI Water Recycling and Reuse Program

PROJECT NAME

PROJECT LOCATION

Applicant Name

Applicant Address

Date

V.4 TABLE OF CONTENTS (See Section IV.C.2.4)

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Executive Summary	
Technical Proposal	
Funding Plan	
Budget Proposal	
Budget Narrative	
Budget Form	

V.5

Part I -- EXECUTIVE SUMMARY (See Section IV.C.2.5) <i>(Please limit Executive Summary responses to a maximum of six pages)</i>																									
A. General Project Information																									
A.1	Date: Applicant Name: City, County, State:																								
A.2	Project Name:																								
A.3	2010 Funding Request Summary <i>[Use * to denote an in-kind contribution]</i> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="width: 60%;">FUNDING SOURCE</th> <th style="width: 40%;">FUNDING AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Non-Federal Entities:</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td>Non-Federal Subtotal:</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td>Reclamation Funding:</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td>TOTAL PROJECT FUNDING:</td> <td></td> </tr> </tbody> </table>	FUNDING SOURCE	FUNDING AMOUNT	Non-Federal Entities:												Non-Federal Subtotal:				Reclamation Funding:				TOTAL PROJECT FUNDING:	
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Non-Federal Entities:																									
Non-Federal Subtotal:																									
Reclamation Funding:																									
TOTAL PROJECT FUNDING:																									
A.4	One paragraph project summary:																								
A.5	Contact for Further Information: Name: Title: Telephone: E-mail:																								
B. Summary of Project Criteria. Provide a brief narrative for each of the following elements that apply to your proposed project (please review the evaluation criteria, located in Section VI of this document, in preparing your responses).																									
B.1	Water Supply																								
B.1.1	Briefly describe how the project will reduce, postpone, or eliminate the development of new or expanded non-recycled water supplies, and how the project will reduce diversions from natural watercourses or withdrawals from aquifers.																								
B.1.2	State the number of acre-feet of recycled water expected to be available at the completion of the project.																								
B.1.3	State how significantly (as a percentage of the Federal Water Supply) the demand on existing Federal water supplies will be reduced.																								

B.1.4	Describe how the project under feasibility consideration will make water available to address a specific concern (e.g., water supply shortages due to drought, climate variability, and/or heightened competition for limited water supplies).
B.2	Reclamation Managed River System Impacts
B.2.1	Briefly describe the impact of the project under feasibility consideration to a Reclamation managed river system within the San Joaquin Valley.
B.3	Legal and Contractual Water Supply Obligations
B.3.1	Describe the extent to which the project serves rural and/or economically disadvantaged communities and helps to meet Reclamation's legal and contractual obligations.
B.4	Watershed Perspective
B.4.1	Briefly describe how the project promotes or applies a watershed perspective through implementation of an integrated resources management approach, a regional planning effort, or formation of a collaborative partnership with other entities.
V.6	
Part II -- TECHNICAL PROPOSAL (See Section IV.C.2.6)	
A	Background Data Include the following information about the applicant.
A.1	Location (state, county, and direction from nearest town):
A.2	Applicant's average annual water supply (in acre feet):
A.3	Describe water use (i.e. municipal, irrigation, etc.):
A.4	If water is primarily used for irrigation, describe major crops, total acres served, major irrigation methods:
A.5	Describe any other relevant background information:
B	Project Description
B.1	Describe in detail the work and approach to be used to carry out the proposed work. This description shall be in sufficient detail to permit a comprehensive evaluation of the proposal.
B.2	Provide an estimated project schedule demonstrating the stages and duration of the proposed work, including major milestones and dates.
C	Environmental and Regulatory Compliance 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.
C.1	Will the proposed work 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.
C.2	Are you aware of any endangered or threatened species in the project area?
C.3	Are there wetlands in the project area? If so, please estimate how many acres of wetlands there are, and any impact the proposed work will have on the wetlands.
C.4	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.
C.5	Are there any known archeological sites in the proposed project area?
C.6	State whether any permits or approvals are required, and explain the applicant's plan for obtaining such permits or approvals.
V.7	
Part III – Funding Plan (See Section IV.D)	
A	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):
B	If project funding is being provided by funding partners, not including the applicant or Reclamation, please provide the following information: (a) Identify the funding partners and state the amount of funding to be provided by each: (b) Specify whether the required letters of commitment are attached to the proposal:
C	If your request for Federal funding is greater than \$75,000, 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.
D	Describe any other Federal funding requested or received for the proposed work. Note, Federal funding may not be counted towards the applicant's 75% cost share requirement.
E	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 denied.

V.8 EXAMPLE BUDGET PROPOSAL FORMAT (See Section IV.E.2)

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					
TOTAL DIRECT COSTS					
INDIRECT COSTS - ___%					
TOTAL PROJECT COSTS					

V.9 BUDGET NARRATIVE (See Section IV.E.2)

There is no specific budget format required. The activity budget should include sufficient **detailed** information to enable us to evaluate the reasonableness of the budgeted amount. In all cases, sufficient information must be provided to allow a determination that the budget is fair and reasonable for the proposed activity. Award will not be made to any applicant who fails to fully disclose this information.

V.10 BUDGET FORM (See Section IV.E.2.12)

Include an SF 424A, Budget Information–Non-construction Programs

SECTION VI – APPLICATION REVIEW INFORMATION

VI.A. EVALUATION CRITERIA

Applications will be evaluated by a technical panel in accordance with these criteria and the corresponding weight assigned to each criterion.

The following criteria and points will be used to score the applications received. This information is provided to assist the applicant in preparing a detailed project description. Your application should thoroughly address each of the criteria and subcriteria in the order presented to assist in the complete and accurate evaluation of your application.

(a) Water Supply – Up to 50 points possible

Reclamation will consider and award points based on the extent to which the project under feasibility consideration is expected to reduce, postpone, or eliminate development of new or expanded water supplies; to reduce demand on existing Federal water supply facilities; and to reduce or eliminate the use of existing diversions from natural watercourses, or withdrawals from aquifers:

- a) Will the project under feasibility consideration reduce, postpone, or eliminate the development of new or expanded non-recycled water supplies? How many acre-feet of water are expected to be made available each year upon completion of the project or phase?
- b) How significantly (as a percentage of the Federal Water Supply) will the demand on existing Federal water supplies be reduced? List the expected reduction to Federal water supply demand (in acre-feet) and the total Federal water supply demand (in acre-feet). The Federal Water Supply is water supplied directly or indirectly by a Federal facility to the project sponsor. Consider the sources for calculations provided.
- c) How will the project under feasibility consideration reduce diversions from natural watercourses or withdrawals from aquifers? Responses should be specific (including number of acre-feet) and should include the percentage by which diversions or withdrawals will be reduced.
- d) Will the project under feasibility consideration make water available to address a specific concern (e.g., water supply shortages due to drought, climate variability, and/or heightened competition for limited water supplies)? Consider the number of acre-feet of water to be made available and explain the specific concern and the role of the project in addressing that concern.
- e) Consider the performance measures that will be used to quantify actual benefits upon completion of the project under feasibility consideration.

(b) Reclamation Managed River System Impacts – Up to 40 points possible

Reclamation will consider and award points based on the project's potential impact to a Reclamation managed river system within the San Joaquin Valley. However, as mandated in Title XVI of Public Law 102-575, Section 1602(d), projects will not be considered that propose to investigate use of recycled water generated in the service area of the San Luis Unit of the Central Valley Project.

- a) Will the project under feasibility consideration be located within San Joaquin Valley and external to the service area of the San Luis Unit of the Central Valley Project?
- b) Will the project identify and evaluate impacts associated with implementation of a Title XVI recycled water project on upstream and downstream water recipients?

(c) Legal and Contractual Water Supply Obligations – Up to 20 points possible

Reclamation will consider and award points based on the extent to which the project serves rural and or economically disadvantaged communities and helps to meet Reclamation's legal and contractual obligations, such as Indian water right settlements, river restoration, minimum flow requirements, and court orders:

- a) Does the project help fulfill any of Reclamation's legal or contractual obligations such as providing water for Indian tribes, water right settlements, river restoration, minimum flows, legal court orders, or other obligations?
- b) Does the project serve a small, rural, or economically disadvantaged community? (A rural community is defined as a community with fewer than 50,000 people.)

(d) Watershed Perspective – Up to 20 points possible

Reclamation will consider and award points based on the extent to which the project promotes or applies a watershed perspective by implementing an integrated resources management approach, implementing a regional planning effort, or forming a collaborative partnership with other entities: Does the project help promote or apply a watershed perspective by implementing a regional or state water plan, implementing an integrated resource management plan, or including a collaborative partnership with other entities?

Total points possible: 130

REVIEW AND SELECTION PROCESS

The Government reserves the right to reject any and all applications which do not meet the requirements of this solicitation and which are determined to be outside the scope of the project. Awards will be made to the responsible applicants submitting applications that conform to the FOA and are most advantageous to the Government considering the factors and any significant sub factors listed above.

SECTION VII -- AWARD ADMINISTRATION INFORMATION

VII.A AWARD NOTICE

The successful applicant 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 IX 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.

VII.C.1 Financial Reports

- SF-425, Financial Status Report, (available at <http://www.usbr.gov/mso/aamd/doing-business-financial-assistance.html>)

VII.C.2 Program Performance Reports

- Semiannual Report
- Final Report

SECTION VIII -- AGENCY CONTACTS

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

By mail:

Bureau of Reclamation
Mid-Pacific Region
Attn: **Maria E. Castaneda**
Mail Code: MP-3813
2800 Cottage Way, Room E-1815
Sacramento CA 95825-1898

By FAX: (916) 978-5175

By E-mail: mcastaneda@usbr.gov

SECTION IX -- OTHER INFORMATION

IX.A STANDARD TERMS & CONDITIONS

If you are awarded a Grant or Cooperative Agreement as a result of this Request for Funding Opportunity, General 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>.

IX.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.

IX.C DUNS REQUIREMENT

All applicants applying for funding must have a Dun and Bradstreet Universal Data Numbering System (DUNS) number. The DUNS number must be included in the data entry field labeled "Organizational Duns" on the form SF-424. Instructions for obtaining a DUNS number can be found at the following website: <http://fedgov.dnb.com/webform/displayHomePage.do>.

IX.D CENTRAL CONTRACTOR REGISTRY AND CREDENTIAL PROVIDER REGISTRATION

In addition to having a DUNS number, applicants must register with the Federal Central Contractor Registry and with a Credential Provider. The 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.

The registration process is a separate process from submitting an application. **Applicants are, therefore, encouraged to register early.** 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. If you are filing electronically on grants.gov, you may be able to submit your application anytime after you receive your e-authentication credentials.