

Nevada Cultural and Paleontological Resource Management Program

Notice of Funding Opportunity Number: L19AS00099

Federal Program: 15.224 Cultural and Paleontological Resource Management

Authorizing Legislation:

Federal Land Policy and Management Act of 1976 (FLPMA), 43 USC 1737(b)

Lincoln County Land Act of 2000 (PL 106-298)

I. PROGRAM DESCRIPTION

BLM Nevada manages a diverse group of prehistoric archaeological and historic sites, artifact collections, places of traditional cultural importance to American Indians and other communities, and paleontological resources that occur on forty-eight million acres of federal lands in the state of Nevada. Collectively, these “heritage resources” represent over 10,000 years of human occupation, and millions of years of the earth’s natural history. BLM Cultural Heritage and Paleontology Programs coordinate management, preservation, education and outreach efforts, economic opportunities, and public uses of a fragile, nonrenewable scientific record that represents an important component of America’s heritage.

The BLM Nevada Cultural Heritage and Paleontology Resource Management Program and the Lincoln County Archaeological Initiative Group seek to establish partnerships that collaboratively encourage the public to learn about and engage with heritage resources in Nevada, with the goals of creating a conservation stewardship legacy second only to Teddy Roosevelt, restoring trust and being a good neighbor, and sustainably developing energy and natural resources. The Cultural Heritage and Paleontology Resource Management Programs achieve these goals by:

- Protecting and preserving cultural heritage and paleontological resources for the benefit of future generations;
- Improving professional and/or public understanding of the nation’s cultural and natural history;
- Providing educational, recreational, and economic opportunities for local communities and the public;
- Increasing American Indian access to locations and natural resources important to traditional cultural practices and beliefs; and
- Managing heritage resource collections and associated records to appropriate standards, and providing access to the public and American Indians.

Broadly, the objective is to develop partnerships to improve access to and use of heritage resources, and promote their educational, scientific, cultural, and recreational values in a manner that meets U.S. Department of Interior priorities and Cultural Heritage and

Paleontology Program goals. Individual projects shall meet one or more objectives under any of the following priorities.

Create a conservation stewardship legacy second only to Teddy Roosevelt

- Conduct studies, including inventory, excavation, records research, and collections-based research to improve the understanding of America’s natural and cultural history;
- Monitor at-risk heritage resources to track trends in condition and project effectiveness;
- Stabilize at-risk heritage resources;
- Train future cultural resource management practitioners and paleontologists through research projects, field schools and internships that capitalize on BLM heritage resources;
- Assist with cultural heritage data and records management activities such as organizing, maintaining, and scanning site and survey records; creating digitizing and maintaining geospatial data; and performing data entry; and
- Preserve existing collections at recognized curation facilities through such activities as archival housing, stabilization or conservation.

Restore trust and be a good neighbor

- Promote engagement with American Indian communities and foster partnerships with tribal governments and programs; and
- Promote public engagement, learning opportunities, and archaeological and/or paleontological ethics through heritage resources education and outreach programs, events, and products.

Sustainably develop our energy and natural resources.

- Conduct studies directed at determining impacts to heritage resources caused by activities such as prescribed fire, juniper control projects, vegetation removal by chaining or any land disturbing activity.

The following program legislation authority, BLM Manuals, etc. are applicable to this program:

1. Bureau of Land Management, Nevada State Office Guidelines and Standards for Archaeological Inventory, Fifth Edition
2. 2017 National Park Service, “The Secretary of the Interior’s Standards for the Treatment of Historic Properties”
3. National Register Bulletin, “How to Apply the National Register Criteria for Evaluation
4. National Register Bulletin 21 & 22, “Defining Boundaries for National Register Properties”
5. BLM Manual 8140, “Protecting Cultural Resources”
6. Archaeological Resource Protection Act of 1979 (16 U.S.C. 470aa-470mm; Public Law 96-95 and amendments to it)
7. National Historic Preservation Act of 1966 (Public Law 89-665: 54 U.S.C. 300101) and 36 CFR 800
8. National Environmental Policy Act (NEPA) – BLM Handbook 1790-1

II. FEDERAL AWARD INFORMATION

The NV Bureau of Land Management will make multiple awards under this NOFO. The type of award instruments will be *cooperative agreements* in accordance with the legislative authority stated at the beginning of this announcement.

The recipient should expect Bureau of Land Management (BLM) to have substantial involvement in the project. Substantial involvement may include:

- Joint collaboration between the BLM and recipient in carrying out management, development, implementation, and evaluation of the proposed work.
- Training of recipient personnel.
- Review and approval by the BLM of one stage of work prior to the start of the next stage.
- Review and approval by the BLM of modifications or sub-awards prior to their award.
- Participation in selecting recipient project staff.
- Directing or redirecting of recipient work by the BLM because of relationships to other projects.
- Ability to halt work immediately because of failure to meet agreement objectives; and close monitoring and/or operational involvement in the proposed work.

A. Anticipated Federal Program Funding

BLM anticipates \$1,300,000 in funding for the Lincoln County Archaeological Initiative, Round 12 in FY 2020. Applications will be reviewed and evaluated as they are received and may be submitted at any time up until the closing date of this announcement. Individual award amounts will depend on the merit review process of application packages and proposed budget. Funding for this program is not guaranteed and is subject to the availability of funds

In appropriate circumstances, BLM reserves the right to, partially fund proposals in discrete portions or phases of proposed projects. If BLM chooses to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal or portion thereof, was evaluated and selected for award and therefore maintains the integrity of the competition and selection process. Funded proposals through this competitive announcement is not a guarantee of future funding. Any additional selections must be made in accordance with the terms of this announcement and BLM policy.

BLM is not obligated to make any Federal award as a result of the announcement and only Grants Management Officers can bind the Federal Government to the expenditure of funds

BLM reserves the right to fund projects in the following fiscal year. These awards will not require further competition.

B. Estimated Number of Agreement to be Awarded

Based on prior year data, BLM anticipates between 1 and 7 agreements for FY 2020. The actual number of awards will depend on the number of meritorious applications and the availability of appropriated funds. FY 2020 funds available are from the Lincoln County Archaeological Initiative (Refer to Section IX. Other Information)

C. Estimated Amount of Funding Available Per Award

The award size will depend on the number of meritorious applications and the availability of appropriated funds. Based on prior year data, BLM anticipates the average dollar amount of awards made under this announcement to be between \$50,000 to \$300,000. The largest award made under this program in Fiscal Year 2018 was approximately \$290,000.

D. Anticipated Start Date: Projects funded through this Notice of Funding Opportunity will start once funding is secured and awards issued. Agreements are not effective until fully executed with signature from the BLM Grants Management Officer (GMO).

E. Anticipated Term of the Agreement:

Agreement terms for funded projects are estimated to range between one and three years, depending on the negotiated project proposal.

The BLM will consider continued support of the project in subsequent fiscal years upon; (a) the recipient showing progress satisfactory to the BLM toward program goals and the determination by the BLM that continuation of the program would be in the best interests of the Government, (b) project is still in line with management's top priorities, (c) compliance with the terms and conditions of the award and/or (d) the availability of funds appropriated by Congress.

F. Additional Funding Information

Funding for this project(s) is not guaranteed and is subject to the availability of funds and evaluation of proposals is based on the criterion in this announcement. In appropriate circumstances, BLM reserves the right to partially fund proposals in discrete portions or phases of proposed projects. If BLM chooses to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process. Funded proposals through this competitive announcement is not a guarantee of future funding.

When or if additional funding becomes available, BLM reserves the right to issue additional awards under this announcement through the next fiscal year.

Any additional selections must be made in accordance with the terms of this announcement and BLM policy.

III. ELIGIBILITY INFORMATION

A. Eligible Applicants

The following types of entities are eligible to apply for award under this announcement. Failure to meet eligibility requirements will result in precluding the BLM from making an award. Types are:

- State, local government, Indian Tribe,
- Institution of Higher Education (IHE)
- Nonprofit Organizations subject to 26 U.S.C. 501(c) (3) of the tax code (26 U.S.C. 501(c) (3))

B. Cost Sharing or Matching

Cost sharing or matching is not required for this funding opportunity; however, is strongly encourage.

CESU partners are encouraged to show the difference between their formal Negotiated Indirect Cost Rate and the 17.5% rate agreed upon as a CESU partner as their voluntary cost share.

Applicants may attribute some or all of their allowable indirect costs as voluntary committed cost-share/match.

C. Other Eligibility Restrictions:

Unique Entity Identifier and System for Award Management (SAM.gov)

Registration: All applicants are required to obtain a Data Universal Numbering System (DUNS) number from Dun & Bradstreet and then register in SAM.gov prior to submitting a Federal award application. Federal award recipients must continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s). See the “Submission Requirements” section of this document below for more information on SAM.gov registration. The BLM may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the BLM is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant. *This requirement does not apply to individuals applying for funds as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name) or any entity with an exception approved by the BLM under [2 CFR 25.110\(d\)](#).*

D. Excluded Parties: The BLM conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The BLM cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal

assistance and benefits, as their ineligibility condition applies to this Federal program.

IV. APPLICATION REQUIREMENTS

NOTE: It's recommended, prior to submitting an application, to contact the program expert at the BLM office in the district or field office where the work will take place to discuss the type of project(s) that are available or of interest to determine, if it meets the criteria under this funding opportunity notice.

A. Requesting Paper Application Package

This announcement includes all information, documents, and electronic addresses needed to submit an application through www.Grants.gov. Paper copies may be requested by contacting the individual(s) named at the end of this notice.

B. Application Form and Content Requirements

DO NOT MERGE INDIVIDUAL DOCUMENTS INTO A SINGLE PDF FILE

1. SF-424, Application for Federal Assistance

Applicants must submit the appropriate [Standard Form-424, Application for Federal Assistance](#). All of the required application forms are available on the “Packages” tab of this Funding Opportunity on Grants.gov. The SF-424, Application for Federal Assistance, must be complete, and signed and dated. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box, and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

2. SF 424(B & D), Assurances

NOTE: IAW Office of Management and Budget Memo, M-18-24, dated September 5, 2018, these forms are optional through January 1, 2020. At that time your assurances statements will be maintained in your SAM registrations.

3. Project Proposal

(Suggested Format Attachment A project proposal template and may be used when submitting your proposal. The proposal must be no longer than 15 pages, with a typeface no smaller than 11-point, and have at least one (1) inch margins on all sides. The 15-page limit includes all text, figures, references, and vitae, but does not include the Budget Detail (Attachment B)).

Application narrative requirements may include:

- Project title
- Statement of need
- Goals and objectives
- Activities
- Methods

- Timetable or milestones
- Information to support environmental compliance review requirements. *(NOTE: Projects under wildlife management, the native plant program, threatened and endangered species habitat conservation - the narrative should provide enough detail so that reviewers are able to determine project compliance with Section 7 of the Endangered Species Act of 1973)*
- Description of stakeholder coordination or involvement
- Required project monitoring and evaluation plan, including how you will measure project performance and assessment tools to be used
- Information on key project personnel
- Anticipated future funding needs
- Details and supporting documentation on the project location; and
- Other program or project-specific narrative requirements

All proposals are confidential.

3. SF-424, Budget Information

Applicants must submit the appropriate SF-424 Budget Information form. Complete either the [SF-424A, Budget Information for Non-Construction Programs](#) or the [SF-424C, Budget Information for Construction Programs](#), as applicable to your project. All of the required application forms are available on the “Packages” tab of this Funding Opportunity on Grants.gov. Please note: Show funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section, use the first row for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program’s CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this Federal program appears on the first page of this Funding Opportunity.

4. Budget Detail and Narrative (Attachment B- Suggested Format)

Describe and justify requested budget items and costs. Detail how the SF-424 Budget Information, Object Class Category totals were determined. For personnel salary costs, include the baseline salary figures and the estimates of time. Describe any item of cost that requires prior approval under the Federal cost principles. See [2 CFR 200.407](#) “Prior written approval (prior approval)” for more information. If equipment purchased previously with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source. Include detailed descriptions of all cost justifications (see BLM’s suggested format attachment B for more detail). Additionally, provide any cost sharing and matching funds in the same level of detail as the federal funds. The budget narrative submitted with the application must match the dollar amounts on all required forms.

Budget items must be reasonable, allowable, allocable, and necessary to the supported activity. Refer to [2 CFR §200](#), for applicable administrative requirements and cost principles.

If your proposal is for multi-year or multiple year funding, you must provide a budget and budget justification for each year. Show each year in a separate column on the SF-424A and use a separate column for listing any matching funds. NOFO expects that applicants will ensure that no Federal or non-Federal grant funds will be expended for in-kind goods or services, for purposes of providing transportation, travel, and other expenses for any Federal employee.

NOTE: Budget Detail and Narrative form (Attachment B) is a suggested format to present the breakdown of your estimated costs by category needed to accomplish project activities. Estimated costs must be documented in sufficient detail to determine reasonableness. Include a description of any cost share (cash, in-kind, etc.) listed. ***Lump sum costs are not acceptable in any category, without a detail breakdown of how the cost were derived.*** ***Profit or fees are “not” allowable.***

5. Indirect Costs: Organizations

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

Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients must have prior written approval from the BLM to use amounts budgeted for direct costs to satisfy cost-share or match requirements or to cover unallowable indirect costs. Recipients shall not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

Required Indirect Cost Statement and Documentation:

All applicants must include in their budget justification narrative one of the following indirect cost rate statements and attach to their application any required documentation identified in the applicable statement:

We are:

- a. A U.S. state or local government entity receiving more than \$35 million in direct Federal funding with an indirect cost rate of

- [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- b. A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation
- c. A [insert your organization type] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.” or “Attached is a copy of our current negotiated indirect cost rate agreement.”]
- d. A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- e. A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in [2 CFR 200.68](#)]. We understand that we must notify the BLM in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- f. A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in [2 CFR 200.68](#). We understand that we must

- notify the BLM in writing if we establish a negotiated rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the BLM.
- g. A [insert your organization type] that is submitting this proposal for consideration under the [insert either “Wildland Fire Research and Studies” or “Cooperative Ecosystem Studies Unit Network”], which has a Department of the Interior-approved indirect cost rate cap of [insert program rate]. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement. If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR 200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from the BLM to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that BLM approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with [2 CFR 200.405](#), we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.
- h. A [insert your organization type] that will charge all costs directly.

6. Single Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant’s fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse’s Internet Data Entry System. U.S. state, local government, federally recognized Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the Federal Audit Clearinghouse website.

7. Certification Regarding Lobbying

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

represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

8. Disclosure of Lobbying Activities

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

9. Overlap or Duplication of Effort Statement

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

When overlap exists, your statement must end with *"We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the Bureau of Land Management in this application, we will immediately notify the Bureau of Land Management point of contact identified in this Funding Opportunity in writing."*

10. APPLICANTS MUST SUBMIT THE FOLLOWING FORMS:

Form Name and Number	✓
SF-424 Application for Federal Assistance	
SF-424A Budget Information - Non-Construction Programs	
SF-LLL, Disclosure of Lobbying Activities (when applicable)	

Form Name and Number	✓
Project Proposal (Attachment A to this document)	
Budget Detail (Attachment B to this document)	
Indirect Cost Statement and related Federal Agency-approved Negotiated Indirect Cost Rate Agreement (NICRA) (when applicable)	
Overlap or Duplication of Effort Statement	
Conflict of Interest Disclosure (when applicable)	
Single Audit Reporting Statement (when applicable)	

NOTE: Failure to provide complete information may cause delays, postponement, or rejection of the application.

V. Submission Requirements

A. Unique Entity Identifier and System for Award Management (SAM.gov) Registration

These requirements do not apply to any individual applying for funds as a private citizen or any entity with an exception approved by the Federal awarding agency under [2 CFR 25.110\(d\)](#). All other applicants are required to obtain a Data Universal Numbering System (DUNS) number from Dun & Bradstreet and provide that number in the application; complete SAM.gov registration before submitting an application; and continue to maintain an active SAM.gov registration with current information at all times when the entity has an active Federal award or application under consideration. **There is NO COST to register with Dun & Bradstreet or SAM.gov.** There are third-party vendors who will charge a fee in exchange for registering entities with Dun & Bradstreet and SAM.gov; **please be aware you can register and request help for free.**

1. Obtain a DUNS Number

Request a DUNS Number through the [Dun & Bradstreet website](#). The official website address is <http://fedgov.dnb.com/webform>. For technical difficulties, send an email to the [D&B SAM Help Desk](#). Please ensure that you are able to receive emails from SAMHelp@dnb.com. The [Grants.gov “Obtain a DUNS Number” webpage](#) also provides detailed instructions. Once assigned a DUNS number, your organization must maintain up-to-date information with Dun & Bradstreet. Applicants must enter their DUNS number in the “Organizational DUNS” field on the [SF-424, Application for Federal Assistance](#) form.

2. Register with SAM

Register on the [SAM.gov website](#). The official website address is <http://www.sam.gov>. The “Help” tab on the website contains User Guides and other information to assist you with registration. The [Grants.gov Register with SAM” webpage](#) also provides detailed instructions. You can also contact the supporting [Federal Service Desk](#) for help registering in SAM. Once registered in SAM, entities must renew and revalidate their

SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been to the entity's DUNS or IRS information. Foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

B. Submission Dates and Times

Open from July 1, 2019 – September 3, 2019, 5:00 PM PST

Proposals must be submitted in English.

Late applications will not be accepted.

BLM requires applicants to submit their applications online through Grants.gov. Follow these steps to apply through Grants.gov.

C. Intergovernmental Review

Prior to application submission, U.S. state and local government applicants should visit the [OMB Office of Federal Financial Management website](#) and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC.

If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state's prior review requirements for Federal assistance applications.

D. Funding Restrictions

This Funding Opportunity Announcement is to solicit applications for Round 12, Lincoln County Archaeological Initiative (LCAI) in accordance with the legislative authority set out in the Lincoln County Land Act of 2000 (PL 106-298) for funding in FY 2020. The projects proposed under this announcement must adhere to the following priorities:

1. Develop interpretive materials for Print- or Web-Based Distribution; and
2. Distribution of Interpretive and/or Scientific Information Regarding Lincoln County Archaeological Resources.

Refer to Section IX. Other Information for LCAI Details.

E. Submission Instructions

1. Register with Grants.gov

Applicants must first [register an account with Grants.gov](#) and complete all steps of the registration process before they can apply through Grants.gov. Grants.gov registration requires the entity to create an account, create an account profile, and establish authorized profile roles, including the applicant's authorized representative. Registration can take three to five business days or longer, if you do not complete the required steps in a timely manner.

2. Grants.gov Workspace Application

Grants.gov applicants apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different web forms within an application. For each funding opportunity announcement, you can create individual instances of a workspace. To apply, the applicant will [create, complete, and submit a Workspace application package for this Funding Opportunity directly on Grants.gov](#). Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to allow time to correct any potential technical issues that may disrupt the application submission. When attaching files to the Grants.gov application, please do not assign file names longer than 20 characters, including spaces. File names longer than 20 characters will prevent your application received by Grants.gov from automatically downloading into the BLM's financial assistance management system. Applicants using slow internet, such as dial-up connections, should be aware that the transmission of the application to Grants.gov takes time. Grants.gov sends either an error message or a "successfully received" message by email to the applicant's authorized representative once the transmission is complete. Please do not end the transmission process before receiving that message.

3. Proof of Timely Submission

Grants.gov automatically generates an electronic date and time stamp in the system upon application receipt. Grants.gov sends an acknowledgement of receipt with the date and time stamp and a unique Grants.gov application tracking number to the authorized representative by email. This email from Grants.gov serves as your proof of timely submission.

VI. APPLICATION REVIEW INFORMATION

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

1. SAM.gov Registration

The BLM may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the BLM is ready to make an award, the program may

determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

2. Automated Standard Application for Payment (ASAP)

Award cannot be finalized, until awardee finalizes their enrollment in the Department of the Treasury, ASAP System. See following website: <http://www.fms.treas.gov/asap>.

If your organization is not enrolled in ASAP contact the GMO in Section VIII. Federal Awarding Agency Contacts of this funding opportunity.

3. Review and Section Process:

Applications eligible for merit review will be evaluated by an ad hoc evaluation team assembled to review, rate, rank, and recommend applications for award using the below evaluation criteria. Evaluation teams are made up of two or more qualified personnel familiar with the program and certified to have no conflict of interest with any persons or organizations applying for award.

Reviews are handled as confidential documents. Once award decisions are made, applicants may request in writing a written summary of the evaluation of their application/proposal.

A total of 100 points will be used to score each proposal received. The scores assigned to each criteria in the second level evaluation correspond to their relative importance. Proposals will be evaluated, scored, and ranked by appropriate BLM Staff expert in the program's field of study.

The Government reserves the right to reject any and all proposals which do not meet the requirements of this funding opportunity announcement and which are determined to be outside the scope of the authority under which this announcement is posted

Project must assist BLM in meeting one or more of the Department of Interior 10 priorities

- Priority 1: Create a conservation stewardship legacy second only to Teddy Roosevelt.
- Priority 2: Sustainably develop our energy and natural resources.
- Priority 3: Restore trust and be a good neighbor.
- Priority 4: Ensure tribal sovereignty means something.
- Priority 5: Increase revenues to support the Department and national interests.
- Priority 6: Protect our people and the border.
- Priority 7: Strike a regulatory balance.
- Priority 8: Modernize our infrastructure.
- Priority 9: Reorganize the Department for the next 100 years.
- Priority 10: Achieve our goals and lead our team forward.

Award will be made to responsive, responsible applicants submitting proposals, which conform to the funding opportunity announcement and are most advantageous to the Government considering the evaluation factors listed below.

First Level Screening --Basic Eligibility

Applications will be screened by the Grants Management Officer to ensure that applications meet basic eligibility requirements. Depending on the specifics of the opportunity, screening may include, but is not limited to, the following:

- Submission is timely;
- Program and/or legislative authority requirements are met; and
- Complete and properly executed required application package documents (Section IV. B. 10 APPLICATION AND SUBMISSION INFORMATION) are included

Applications must satisfy basic eligibility screening requirements to be considered for further review.

Second Level Evaluation -- Merit Review Evaluation

Eligible applications will be evaluated in an objective and unbiased manner using the following merit review criteria using numerical scoring based on a 100-point maximum score. Proposals must include the following information. Applicant

STATEMENT OF NEED (Maximum score 20 /100 Points)

Describe your mission and objectives, including what the project is expected to achieve and how it relates to Cultural and Paleontological Resource Management

Describe how your objectives of your project meets one or more of the DOI priorities described in this announcement.

TECHNICAL APPROACH (Maximum score 35 /100 Points)

Detail the development and management plan for your project.

Describe how the proposed objectives will be achieved in accordance with the project plan.

Describe the techniques, processes, methodologies to be used for specific projects in support of the project plan.

Describe stabilization or protection plans for at-risk heritage resources.

Describe plans to promote public engagement, learning opportunities and archaeological and/or paleontological education and outreach programs, events and products.

Describe how the training of future Historians, Archaeologists and Paleontologists will occur, using BLM heritage resources, as applicable.

Describe any resource data sharing plans with cultural resources data managers.

Detail how any planned studies will assist with determining the impacts to cultural resources caused by activities such as prescribed fire, vegetation treatments, ecological restoration, or any land disturbing activity.

Describe what tasks will be performed by partners organizations, sub awards, contractors, consultants, if applicable.

Information to support environmental compliance review requirements, Project monitoring and evaluation plan, including how you will measure project performance and assessment tools to be used. Should include monitoring of sub-recipients, contractors, consultants, volunteers, etc.

Proposals must have measurable outcomes. The success of the projects funded under this announcement shall be validated and tracked by BLM Program Officers. Some examples of measurable outcomes include:

- Number of archaeological sites and/or standing historic structures identified, monitored, stabilized or protected;
- Number of artifacts recovered, analyzed and curated;
- Number of museum collections accessioned, inventoried,
- Number of paleontological specimens collected and analyzed;
- Number of educational and research programs or materials created and/or presented; and
- Number interpretive opportunities created.

PUBLIC BENEFIT (Maximum score 10 /100 Points)

Describe how this project will affect the public.

QUALIFICATIONS/PAST PERFORMANCE: (Maximum score 35/100 Points)

List key project personnel with their contact information.

Describe key personnel responsibilities, time to be dedicated to the project and their archaeological, paleontological and educational experience and qualifications that are appropriate to the success of the project.

Describe any previous studies performed, including inventory, excavation, intensive recordation or evaluation and collections-based studies.

Describe any previous engagements or partnerships with tribal communities, tribal governments and programs.

Describe any previous experience in preservation of existing collections at recognized curation facilities.

Describe any BLM permits currently or previously held.

Describe any unique qualifications, which support being awarded assistance for this project, such as continuation of the proposed project, technical expertise, cost-sharing ability, etc.

List contractors, sub awards, consultants, if known, and their qualifications.

A list of federally funded assistance agreements (not contracts) that your organization performed within the last three years (no more than 5, and preferably BLM agreements), and describe how you documented and/or reported on whether you were making progress toward achieving the

expected results (e.g., outputs and outcomes) under those agreements. Describe similar successful projects completed in the past and any unique qualifications your organization may possess.)

OFFERED COST SHARE or MATCH (Cost is not normally not evaluated. However, is reviewed during the merit review, if you want to use cost as a tiebreaker, please indicate).

Indicate the type and amount of any offered cost share or match (any offered match must be from non-Federal sources).

OR

LEVERAGING OF RESOURCES (Cost is not normally evaluated. However, is reviewed during the merit review and will be used as a tiebreaker).

Demonstrate how you leverage funds or resources with other federal and/or non-federal sources of funds or resources to carry out proposed project.

Third Level Review Pre-award Clearance and Budget Approvals

Prior to award, the BLM will evaluate the risk posed by applicants as required in [2 CFR 200.205](#). BLM programs document applicant risk evaluations using the DOI “Financial Assistance Recipient Risk Assessment” form. Prior to approving awards, the BLM is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The BLM will consider this information when completing the risk review. The BLM uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied the award.

If the results of all pre-award reviews and clearances are satisfactory, an award of funding will be made once the agreement is finalized. If the BLM determines that a Federal award will be made, special conditions that correspond to the degree of risk assessed may be applied to the Federal award

Budget review is based on the following:

- Budget line items must be allowable, allocable, reasonable in price, and appropriate for the level of effort needed to accomplish the project
- Budget details and narrative must provide adequate explanation of, and justification for, each estimated cost.
- Requested equipment must be justified and necessary for completion of the project
- Cost Sharing/Matching funds must not come from Federal funds

Final Review of Selected Applicants:

Final review will be-by management to determine if the selected proposed project (s) are in line with DOI and BLM current priorities. This process may take a few months to finalize.

VII. FEDERAL AWARD ADMINISTRATION INFORMATION

A. Federal Award Notices

Awards are based on the application submitted to and approved by the BLM and are subject to the terms and conditions incorporated into the Notice of Award either by direct citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. Recipient acceptance of a Federal award from the BLM carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Recipients indicate their acceptance of the Federal award by starting work, drawing down funds, or accepting the award via electronic means.

B. Award Terms and Conditions

See the BLM [“Financial Assistance Award Terms and Conditions”](#) for the administrative and national policy requirements applicable to BLM awards.

C. Payments

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

D. Reporting Requirements

1. Financial Reports:

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. **For awards with periods of performance longer than 12 months, recipients are required to submit *interim* financial reports on the frequency established in the Notice of Award.**

2. Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. At a minimum, all recipients must submit a final performance report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods

of performance longer than 12 months, recipients are required to submit interim financial reports on the frequency established in the Notice of Award.

3. Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property in which the Federal government retains an interest. The required frequency of these reports will depend on the anticipated length of the Federal interest period. The BLM will include recipient-specific real property reporting requirements, including the required data elements, reporting frequency, and report due dates, as applicable.

E. DOI/BLM continues to improve its financial assistance program as part of these efforts below:

1. Conflict of Interest Disclosure

Recipients must notify the BLM immediately in writing of any actual or potential conflicts of interest that arise during the life of their Federal award

Applicability

- This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.
- In the procurement of supplies, equipment, construction, and BLMs by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.318 apply.

Requirements

- Non-Federal entities must avoid prohibited conflicts of interest, including any significant financial interests that could cause a reasonable person to question the recipient's ability to provide impartial, technically sound, and objective performance under or with respect to a Federal financial assistance agreement.
- In addition to any other prohibitions that may apply with respect to conflicts of interest, no key official of an actual or proposed recipient or subrecipient, who is substantially involved in the proposal or project, may have been a former Federal employee who, within the last one (1) year, participated personally and substantially in the evaluation, award, or administration of an award with respect to that recipient or subrecipient or in development of the requirement leading to the funding announcement.
- No actual or prospective recipient or subrecipient may solicit, obtain, or use non-public information regarding the evaluation, award, or administration of an award to that recipient or subrecipient or the development of a Federal financial assistance opportunity that may be of competitive interest to that recipient or subrecipient.

Notification

- Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the BLM Grants

Management Office or pass-through entity in accordance with 2 CFR 200.112, Conflicts of Interest.

- Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Grants Management Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.
- Restrictions on Lobbying. Non-Federal entities are strictly prohibited from using funds under this grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR Part 18 and 31 USC 1352.
- Review Procedures. The Grants Management Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.
- Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the Government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for Noncompliance, including suspension or debarment (see also 2 CFR Part 180).

2. Data Availability

Applicability

- The Department of the Interior is committed to basing its decisions on the best available science and providing the American people with enough information to thoughtfully and substantively evaluate the data, methodology, and analysis used by the Department to inform its decisions.
- Use of Data. The regulations at 2 CFR 200.315 apply to data produced under a Federal award, including the provision that the Federal Government has the right to obtain, reproduce, publish, or otherwise use the data produced under a Federal award as well as authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

Availability of Data

The recipient shall make the data produced under this award and any sub award(s) available to the Government for public release, consistent with applicable law, to allow meaningful third party evaluation and reproduction of the following:

- The scientific data relied upon;
- The analysis relied upon; and,
- The methodology, including models, used to gather and analyze data.

F. Other Mandatory Disclosures

The non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the term and condition outlined [in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters](#) are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described [in 2 CFR 200.338 Remedies for Noncompliance](#), including suspension or debarment.

G. Special Award Terms and Conditions

1. Scientific integrity is vital to DOI activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result in not only potentially flawed scientific results, interpretations, and applications but will damage DOI's reputation and ability to uphold the public's trust. All work performed must comply with the DOI Scientific Integrity Policy posted to <http://www.doi.gov>, or its equivalent as provided by their organization or State law. For more information go to URL: <https://www.doi.gov/scientificintegrity>.

2. Liability, Insurance, and Indemnification.

Recipients of awards arising from this announcement will be required to agree to the following:

- a. **Liability.** The BLM assumes no liability for any actions, activities conducted under this agreement except to the extent that recourse, or Congress under the Federal Tort Claims Act, 28 USC 2671, provides remedies.
- b. **Indemnification.** To indemnify the federal government, BLM, from any act or omission of the recipient, its officers, employees, or (members, participants, agents, representatives, as appropriate) (1) against third party claims for damages arising from one or more activities carried out in connection with this financial assistance agreement and (2) for damage or loss to government property resulting from such an activity, to the extent the laws of the State where the recipient is located permit. This obligation shall survive the termination of this agreement.

Proposals submitted and approved for use of equipment, hazardous materials or engage in high-risk activities, which have the potential for claims brought by third parties for death, bodily injury, property damage, or other loss resulting in one or more activities must purchase additional insurance and liability.

Flow-down includes recipient and such sub-recipients, contractors, or subcontractors as, in the judgment of the recipient and subject to the Government's determination of sufficiency, have sufficient resources and/or maintain adequate and appropriate insurance to achieve the purposes of this clause.

3. **Defensive Driving Course.** Recipients must successfully complete an appropriate Defensive Driving Course before operating a Government-owned vehicle (GOV).
4. **Safety and Training Requirements.** Recipients must successfully complete appropriate safety and training requirements before operating Government-owned equipment, 4-wheel all-terrain vehicles (ATV) or other Government-furnished property (GFP).
5. **Recipient/Sub-recipient Personnel Security and Suitability Requirements.**
 - a. If performance of this grant/cooperative agreement requires recipient/sub-recipient personnel to have a Federal government-issued personal identification card before being allowed unsupervised access to a DOI facility and/or information system, the Program Officer will be the sponsoring official, and will make the arrangements for personal identity verification and card issuance.
 - b. At least two weeks before start of grant/cooperative agreement performance, the recipient will identify all recipient and sub-recipient personnel who will require physical and/or logical access for performance of work under this grant/cooperative agreement. The recipient and sub-recipient must make their personnel available at the place and time specified by the Program Officer in order to initiate screening and background investigations. The following forms, or their equivalent, may be used to initiate the credentialing process:
 - OPM Standard Form 85 or 85P
 - OF 306
 - Fingerprint card (local procedures may require the fingerprinting to be done at a police station; in this case, any charges are to be borne by the recipient or sub-recipient, as applicable)
 - Release to Obtain Credit Information
 - PIV card application (web-based)
 - c. Recipient and sub-recipient employees are required to give, and to authorize others to give, full, frank, and truthful answers to relevant and material questions needed to reach a suitability determination. Refusal or failure to furnish or authorize provision of information may constitute grounds for denial or revocation of credentials.

Government personnel may contact the recipient or sub-recipient personnel being screened or investigated in person, by telephone or in writing, and the recipient agrees to make them available for such contact.
 - d. Alternatively, if an individual has already been credentialed by another agency through OPM, and that credential has not yet expired, further

clearance may not be necessary. Provide the sponsoring office with documentation that supports the individual's status.

- e. During performance of the grant/cooperative agreement, the recipient will keep the Program Officer apprised of changes in personnel to ensure that performance is not delayed by compliance with credentialing processes. Cards that have been lost, damaged, or stolen must be reported to the Program Officer, Grants Management Officer, and Issuing Office within 24 hours. Replacement will be at the recipient's expense. If reissuance of expired credentials is needed, it will be coordinated through the Program Officer.
- f. At the end of grant/cooperative agreement's performance, or when a recipient/sub-recipient employee is no longer working under this grant/cooperative agreement, the recipient will ensure that all identification cards are returned to the Program Officer. Before starting work under this agreement, a National Agency Check (NAC) will be conducted to verify the identity of the individual applying for clearance. Upon successful completion of the NAC process, an identification card will be issued and access granted.
- g. Simultaneously, a NAC with Inquiries (NACI) will be initiated to determine the individual's suitability for the position. If the NACI adjudication is favorable, nothing more needs to be done. If the adjudication is unfavorable, the credentials will be revoked. In the event of a disagreement between the recipient and the Government concerning the suitability of an individual to perform work under this grant/cooperative agreement, DOI shall have the right of final determination.
- h. This requirement must be incorporated into any sub-grants/cooperative agreements that require sub-recipient personnel to have unsupervised access to a Federally controlled facility for more than 180 calendar days or unsupervised access to a Federally controlled Level 3 or 4 information system.
- i. Federal Information Systems Security Awareness Training. Before the recipient, or any of its employees or sub-recipients, are granted access to the BLM Federal computer system, they must first successfully complete the U.S. Department of the Interior's (DOI) Federal Information Systems Security Awareness Online Course. This course was designed specifically for users of Federal computer systems. The course is a Web-based training product that explains the importance of Information Systems Security and takes approximately one hour to complete. This course is mandatory for all Department of the Interior employees, contractors, recipients, and all other users of DOI computer resources. Topics covered in the course include threats and

vulnerabilities, malicious code, user responsibilities, and new developments affecting Information Systems Security.

VIII. FEDERAL AWARDING AGENCY CONTACTS

Amy K. Marshall, Grants Management Office, amarshall@blm.gov, 775-861-6593

IX. OTHER INFORMATION

The Lincoln County Archaeological Inventory Program authorized by the Lincoln County Land Act of 2000 (PL 106-298) develops priorities within an interagency and public partnership. Once drafted, the group circulates the priorities and publicizes them for a 30-day comment public comment period.

Projects developed under this FOA must address the following DOI Priorities:

- DOI Priority 1 (Create a conservation stewardship legacy second only to Teddy Roosevelt) by providing for the inventory, evaluation, protection, and management of unique archaeological resources in Lincoln County, Nevada; and
- DOI Priority 3 (Restore trust and by a good neighbor): Many residents in Lincoln County are familiar with extant archaeological resources and they take great pride in them and support the BLM's protection efforts.

Projects proposed under this FOA must align with the BLM and DOI priorities by developing science-based methods using innovative technology and techniques in the preservation and interpretation of archaeological resources. The proponent should coordinate with the appropriate management agency when developing documents under this priority.

The Program Officer for the LCAI Round 12 is:
Robert "Jake" Hickerson, Archaeologist, Caliente Field Office
rhickerson@blm.gov (775) 726-8194

END
FUNDING OPPORTUNITY ANNOUNCEMENT



BUREAU OF LAND MANAGEMENT
Financial Assistance (Cooperative Agreements)

PROJECT PROPOSAL

(Suggested Format)

Instructions: A Project Proposal must be submitted with the Standard Form (SF) 424 Application for Federal Assistance, for all BLM Assistance Agreements. Complete each section below. Use additional sheets as needed.

Person Submitting Proposal: _____ Date: _____

Organization Name: _____

FOA No.: _____

FOA Title: _____

Recipient Project Title: _____

Estimated Period of Performance: _____

Proposed Project Location: _____

STATEMENT OF NEED:

Describe your mission and objectives, including what the project is expected to achieve and how it relates to Cultural and Paleontological Resource Management

Describe how your objectives of your project meets one or more of the DOI priorities described in this announcement.

TECHNICAL APPROACH:

Detail the development and management plan for your project.

Describe how the proposed objectives will be achieved in accordance with the project plan.

Describe the techniques, processes, methodologies to be used for specific projects in support of the project plan.

Describe stabilization or protection plans for at-risk heritage resources.

Describe plans to promote public engagement, learning opportunities and archaeological and/or paleontological education and outreach programs, events and products.

Describe how the training of future Historians, Archaeologists and Paleontologists will occur, using BLM heritage resources, as applicable.

Describe any resource data sharing plans with cultural resources data managers.

Detail how any planned studies will assist with determining the impacts to cultural resources caused by activities such as prescribed fire, vegetation treatments, ecological restoration, or any land disturbing activity.

Describe what tasks will be performed by partners organizations, sub awards, contractors, consultants, if applicable.

Information to support environmental compliance review requirements,

Project monitoring and evaluation plan, including how you will measure project performance and assessment tools to be used. Should include monitoring of sub-recipients, contractors, consultants, volunteers, etc.

Proposals must have measurable outcomes. The success of the projects funded under this announcement shall be validated and tracked by BLM Program Officers. Some examples of measurable outcomes include:

- Number of archaeological sites and/or standing historic structures identified, monitored, stabilized or protected;
- Number of artifacts recovered, analyzed and curated;
- Number of museum collections accessioned, inventoried,

- Number of paleontological specimens collected and analyzed;
- Number of educational and research programs or materials created and/or presented; and
- Number interpretive opportunities created.

PROJECT MONITORING AND EVALUTION PLAN:

(Describe how you will measure project performance and assessment tools to be used)

TIMETABLE OR MILESTONES:

[Suggested table below]:

Milestone / Task / Activity	Start Date	Completion Date

DIRECT BENEFIT TO THE PUBLIC:

(Describe how this project will affect the public.)

QUALIFICATIONS/PAST PERFORMANCE:

List key project personnel with their contact information.

Describe key personnel responsibilities, time to be dedicated to the project and their archaeological, paleontological and educational experience and qualifications that are appropriate to the success of the project.

Describe any previous studies performed, including inventory, excavation, intensive recordation or evaluation and collections-based studies.

Describe any previous engagements or partnerships with tribal communities, tribal governments and programs.

Describe any previous experience in preservation of existing collections at recognized curation facilities.

Describe any BLM permits currently or previously held.

Describe any unique qualifications, which support being awarded assistance for this project, such as continuation of the proposed project, technical expertise, cost-sharing ability, etc.

List contractors, sub awards, consultants, if known, and their qualifications.

A list of federally funded assistance agreements (not contracts) that your organization performed within the last three years (no more than 5, and preferably BLM agreements), and describe how you documented and/or reported on whether you were making progress toward achieving the expected results (e.g., outputs and outcomes) under those agreements. Describe similar successful projects completed in the past and any unique qualifications your organization may possess.)

LEVERAGING OF RESOURCES (Cost is not normally evaluated. However, is reviewed during the merit review and will be used as a tiebreaker).

Demonstrate how you leverage funds or resources with other federal and/or non-federal sources of funds or resources to carry out the proposed project.

BUREAU OF LAND MANAGEMENT
 Financial Assistance (Cooperative Agreements)



ATTACHMENT B
BUDGET DETAIL and NARRATIVE

(Suggested Format)

Instructions: Using the estimated amounts listed on your SF-424A Budget Information form, use this worksheet format to provide details of those estimated costs. In the Justification Boxes, explain the purpose of each cost and provide sufficient detail so costs can be analyzed for reasonableness.

Agreement or Funding Opportunity No.: _____ Date: _____

Organization Name: _____

Recipient
 Project Title:

A) PERSONNEL COSTS (SF-424A Object Class Category 6a.)

Provide the name of the person in each position (if known), and provide both the annual (for Multiyear awards) and total: salary/amount each position is paid; the percent of time position contributes to this award; and the number of months the employee is paid. State if any positions are vacant at the time, and if so, anticipated hire date. Also, provide a justification and description of each position (including vacant positions). Relate each position specifically to program objectives. Personnel cannot exceed 100% of their time on all active projects. Recipient should ensure the cost of living increase is built into the budget and justified.

The salaries of administrative and clerical staff should normally be treated as indirect (F&A) costs (2 CFR §200.413c). Direct charging of these costs may be appropriate only if all of the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the approved budget or have the prior written approval of the Grants Officer; and (4) The costs are not also recovered as indirect costs.

Name & Title or Position Title	Salary or Wage	Months or Hours	Matching Funds (if applicable)	BLM Funds
<i>Example: James Smith, Project Coordinator</i>	<i>\$20,000.00/Mo.</i>	<i>3 Mos.</i>	<i>\$15,000.00</i>	<i>\$45,000.00</i>

A) TOTAL PERSONNEL COSTS: (SF-424A Object Class Category 6a. Personnel)	\$	\$
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Justification: **EXAMPLE** - Project Coordinator - [Name]: This position directs the overall operation of the project; responsible for overseeing the implementation of project activities, coordination with other agencies, development of materials, provision of in-service and training, conducting meetings and coordinating with agencies, designs and directs the gathering, tabulating and interpreting of required data, responsible for overall program evaluation and for staff performance evaluation; and is the responsible authority for ensuring necessary reports/documentation are submitted to NOFO. This position relates to all program objectives. John Doe will provide 10 months effort for a total of \$xx each year for three years (total \$xx).

B) FRINGE BENEFIT COSTS (SF-424A Object Class Category 6b.)

Fringe benefits are usually applicable to direct salaries and wages. Provide the fringe benefit rate used and a clear description of how the computation of fringe benefits were applied. Provide both the annual (for multiyear awards) and total. If a fringe benefit rate is not used, show how the fringe benefits were computed for each position. The budget justification should be reflected in the budget description. Elements that comprise fringe benefits should be indicated. The fringe rate should be proportional among the federal and non-federal share categories. If a fringe rate is greater than 35%, a description and breakdown of the benefits must be provided unless a negotiated indirect cost rate agreement (NICRA) has been provided. If fringe benefits are not computed by using a percent of salaries, provide a breakdown of how the computation is done. The applicant should not combine the fringe benefit costs with direct salaries and wages in the personnel category.

Name & Title/Position	Salary/Wage Base (BLM Amounts budgeted in Section A above)	Fringe Benefit Rate (%)	Matching Funds (if applicable)	BLM Funds
<i>Example: James Smith, Project Coordinator</i>	\$20,000.00	30%	\$0.00	\$6,000.00
B) TOTAL FRINGE BENEFIT COSTS: (SF-424A Object Class Category 6b. Fringe Benefits)			\$	\$

Justification: **EXAMPLE:** The fringe benefit rate for full-time employees for years one and two is calculated at 33%. The fringe rate for the student is calculated at 7%. For years three and four, the fringe rate is anticipated to increase to 34% for employees and remain at 7% for graduate students.

If fringe rate is greater than 35%:**Project Coordinator - Salary [amount]**

Retirement 5% of \$35,000 = [amount]

FICA 7.65% of \$35,000 = [amount]

Insurance = [amount]

Workman's Compensation, etc. = [amount]

Total [amount]

C) TRAVEL COSTS (SF-424A Object Class Category 6c.)

Domestic travel includes travel within and between the U.S., the commonwealths of Puerto Rico and the Northern Mariana Islands, Guam, the U.S. Virgin Island, and the territories and possessions of the United States. Provide a narrative justification describing the travel staff will perform. List origin and destination, number of trips planned, who will be making the trip, purpose of travel and how it relates to the scope of work, and approximate dates. If mileage is to be paid, provide number of miles and the cost per mile. If travel is by air, show cost of airfare and proposed airline (if known). If per diem/lodging is to be paid, indicate number of days and the amount for each day's per diem and the number of nights and the amount for each night's lodging. Include any ground transportation when applicable. Total each trip planned.

Dollars requested in the travel category should be for staff travel only. Travel for consultants should be shown in the consultant category along with the consultant's fee. Travel for training participants, advisory committees, review panels etc., should be itemized the same way as indicated above and placed in the "other" category. Travel should include: origin and destination, estimated costs and type of transportation, number of travelers, related lodging and per diem costs, brief description of the travel involved, its purpose, and explanation of how the proposed travel is necessary for successful completion of the project.

If travel details are unknown, then the basis for proposed costs should be explained (i.e., historical information). Travel costs can be charged on an actual basis, on a per diem or mileage basis in lieu of actual costs incurred, or a combination of the two if applied consistently and results in reasonable charges. Travel support for dependents of key project personnel may be requested only when the travel is for a duration of six months or more either by inclusion in the approved budget or with the prior written approval of the Grants Officer (2 CFR §200.474(c)(2)). <http://www.gsa.gov/portal/content/104877>.

Proposed Travel (Lodging & Per Diem)		No. of People	No. of Days	Cost Per Person Per Day	Matching Funds (if applicable)	BLM Funds
To:						
From:						
To:						
From:						
To:						
From:						
To:	<i>Example: Portland, OR</i>	<i>1</i>	<i>2</i>	<i>\$150.00/ Day</i>	<i>\$100.00</i>	<i>\$200.00</i>
From:	<i>Eugene, OR</i>					

SUB-TOTAL, MILEAGE REIMBURSEMENT - The cost of reimbursement for estimated mileage traveled in recipient vehicles for agreement activities. Give details and the purpose of the travel in the Narrative Box. Current Federal mileage reimbursement rates may be found online at: www.GSA.gov. **NOTE:** Mileage reimbursement rates include all vehicle costs, i.e. fuel, insurance, maintenance, etc.

Proposed Travel (Mileage Reimbursement)		No. of Miles	No. of Trips	Cost Per Mile	Matching Funds (if applicable)	BLM Funds
To:						
From:						
To:						
From:						
To:						
From:						
To:	<i>Example: Portland, OR</i>	<i>110 Miles</i>	<i>2</i>	<i>\$0.10/ Mile</i>	<i>\$0.00</i>	<i>\$22.00</i>
From:	<i>Eugene, OR</i>					

SUB-TOTAL, OTHER TRAVEL COSTS - The costs of airfare, bus fare, car rental, etc., required for agreement activities. Explain the details and the purpose of the costs in the Narrative Box.

Proposed Other (Travel Reimbursement)		Type	Cost	No.	Matching Funds (if applicable)	BLM Funds

To:						
From:						
To:						
From:						
C) TOTAL TRAVEL COSTS: (SF-424A Object Class Category 6c. Travel)					\$	\$
Justification: EXAMPLE - The Project Coordinator and the Education Specialist will travel to [event location] to provide training at the “Sage Grouse Workshop” being held [date]. They will both travel from [origin] to [destination], and take ground transportation from the airport to the even/hotel.						

D) EQUIPMENT COSTS (SF-424A Object Class Category 6d. Equipment)

Provide justification for the use of each item and relate them to specific program objectives. Provide both the annual (for multiyear awards) and total for equipment. Equipment is defined as an article of tangible personal property that has a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. A recipient organization may classify equipment at a lower dollar value but cannot classify it higher than \$5,000. For example, a state may classify their equipment at \$1,000 with a useful life of a year. It is recommended that internal policies for equipment be provided in this section in order to avoid requests by BLM for closeout documents and delays during the closeout period.

General use of equipment (i.e., computers, faxes, etc.) must be used 100% for the proposed project if charged directly to the agreement. Maintenance fees for equipment should be shown in the “other” category.

Provide a lease versus purchase analysis. This must accompany every equipment request over \$5,000 even if a lease vs purchase analysis cannot be completed, a statement is required to that effect. General-purpose equipment such as office equipment and furnishings, and information technology equipment and systems are typically not eligible for direct cost support (2 CFR §200.439).

Provide objective-related justification for all equipment items after the detailed budget. The source for determining the budget price for each unit of equipment should be included in the justification. Explain the need and purpose of the equipment in the Justification Box below.

Equipment	Quantity	Cost per Unit	Matching Funds (if applicable)	BLM Funds
<i>Example: John Deere Compact Tractor</i>	<i>1</i>	<i>\$17,500.00</i>	<i>\$7,500.00</i>	<i>\$10,000.00</i>

D) TOTAL EQUIPMENT COSTS: (SF-424A Object Class Category 6d. Equipment)					\$	\$
Justification: EXAMPLE - Equipment costs of [\$ amount] is requested for modified gill nets (1x\$20,000), anchors (2x\$6,000), floating and acoustic transmitters and receivers (4x\$10,000). The gill nets will be used for [description]. The anchors are needed for [description]. The transmitters and receivers will be used for [description].						

E) SUPPLY COSTS (SF-424A Object Class Category 6e. Supplies)

List by supply item. An explanation is necessary for supplies costing more than \$5,000, or five percent of the award, whichever is greater. Show unit cost of each item, number needed, and total amount. Provide both the annual (for multiyear awards) and total for supplies. Provide justification of the supply items and relate them to specific program objectives. It is recommended that when training materials are kept on hand as a supply item, that it be included in the “supplies” category. When training materials (pamphlets, notebooks, videos, and other various handouts) are ordered for specific training activities, these items should be itemized and shown in the “other” category. If appropriate, general office supplies may be shown by an estimated amount per month multiplied by the number of months in the budget period.

Requirements for supplies, which exceed the thresholds: explain the type of supplies to be purchased, or nature of the expense in the budget narrative; provide a breakdown of supplies by quantity and cost per unit if known; and indicate basis for estimate of supplies, i.e., historical use on similar projects.

If your organization has a written policy for purchasing supplies, please submit a copy with your application. Explain the purpose of the costs in the Justification Box below.

Item	Quantity	Cost per Unit	Matching Funds (if applicable)	BLM Funds
<i>Example: Work Gloves, Leather</i>	6	\$10.00/Pair	\$50.00	\$10.00

E) SUPPLY COST TOTAL: (SF-424A Object Class Category 6e. Supplies)	\$	\$
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Justification: EXAMPLE - General office supplies will be used by staff to carry out daily activities of the program. Pamphlets will be kept in stock and distributed to schools as needed upon request. Supplies relate to (describe how pamphlets relate to objectives).

Sample Budget

SUPPLIES **Total \$** _____
 General office supplies (pens, pencils, paper, etc.)
 Lab supplies (developing chemicals, petri dishes, etc.)
 12 months x \$100/month = [amount]
 2,000 pamphlets entitled [name] x \$.58 ea. = [amount]

F) CONTRACTUAL COSTS (SF-424A Object Class Category 6f. Contractual)

Provide separate budgets for each sub award or contract, regardless of the dollar value and indicate the basis for the cost estimates in the narrative. Describe products or services to be obtained and indicate the applicability or necessity of each to the project. Please note the differences between sub award, contract, and vendor:

- **Sub award** means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award, including a portion of the scope of work or objectives. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program.
- **Contract** means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award.
- **Vendor** is generally a dealer, distributor or other seller that provides, for example, supplies, expendable materials, or data processing services in support of the project activities.

Provide both the annual (for multiyear awards) and total for contractual. Do not incorporate contractual indirect costs under the indirect costs line item for the applicant/grantee on the SF-424A or budget narrative.

- **Name of Subrecipient, Contractor, or Vendor:** Include the name of the qualified subrecipient, contractor, affiliation, and contact.
- **Method of Selection:** Include how selection was made. If sole source, include an explanation. Include qualifications.
- **Period of Performance:** Include the dates/length for the performance period. If it involves a number of tasks, include the performance period for each task.
- **Scope of Work:** List and describe the specific tasks to be performed.
- **Criteria for Measuring Accountability:** Include an itemized line item breakdown as well as total contract/award amount. If applicable, include any indirect costs paid under the contract/award and the indirect cost rate used.

Explain the details and purposes of the costs in the Justification Box below.

Contractor Name, Type, etc.	Cost	Matching Funds (if applicable)	BLM Funds
<i>Example: Ace Delivery Service (Yearly Contract)</i>	\$2,500.00	\$0.00	\$2,500.00
F) CONTRACTUAL COST TOTAL: (SF-424A Object Class Category 6f. Contractual)		\$	\$

Justification: **EXAMPLE** - Contractual costs of [\$ amount] is requested for the university to execute a contract with TBD, competed competitively, for [\$ amount] to develop and deploy satellite tags on North Atlantic right whales for 2016 (one year). Expenses will include: (1) personnel and fringe for a technician to implement tag development and testing during Year 1, (2) expenses TBD to travel to Seattle, WA to meet with XX computers engineers to develop a GPS-linked satellite tag, (3) travel for TBD to the Southeast U.S. to lead tag deployments in 2015 and 2016, and (4) tagging supplies (satellite tags, tag darts, measurement electronics for tag testing, other tag testing supplies). TBD will report to the university quarterly to ensure progress. [Attach itemized budget.]

CONTRACTUAL SAMPLE

- Name of Organization
- Method of Selection (competitive or sole source; if sole source, provide justification)
- Period of Performance
- Description of Activities
- Method for Maintaining Performance Accountability
- Itemized Budget (include categories used in program budget)

G) CONSTRUCTION COSTS (SF-424A Object Class Category 6g. Construction)

Construction activity is allowable only when program legislation includes specific authority for construction and/or when the BLM operating unit specifically authorizes such activity. Activities under an award are considered construction when the major purpose of the award is construction as defined in this chapter. In contrast, alteration of facilities incidental to a non-construction purpose is not considered construction under this chapter. - FAR Part 2 Definitions.

Most federal programs do not allow construction costs, and those that do typically have detailed instructions describing how to figure construction costs. Estimated construction costs must be supported by documentation including drawings and estimates, formal bids, etc. As with all other costs, follow the specific requirements of the program, the terms and conditions of the award, and applicable regulations.

Whereas non-construction awards use the SF-424A form, construction awards must use the SF-424C form. Detail provided should include administrative and legal expenses; land, structures, rights-of-way, appraisals, etc.; relocation expenses and payments; architectural and engineering fees, project inspection fees; site work; demolition and removal; equipment; contingencies; and program income.

Explain the details and purpose of the costs in the Justification Box below.

Contractor: Name/Type/Organization/Etc.	Cost	Matching Funds (if applicable)	BLM Funds
G) CONSTRUCTION COST TOTAL: (SF-424A Object Class Category 6g. Construction)		\$	\$

Justification:

H) OTHER COSTS (SF-424A Object Class Category 6h. Other)

This category contains items not included in the previous categories. List items by type of material or nature of expense, break down costs by quantity and cost per unit if applicable, state the necessity of other costs for successful completion of the project and exclude unallowable costs (i.e., alcohol, fundraising, meals and coffee breaks). Provide both the annual (for multiyear awards) and total for other. Give justification for all the items in the “other” category (e.g., separate justification for printing, telephone, postage, rent, etc.). All costs associated with training activities should be placed in the “other” category except costs for consultant and/or contractual. List all expenses anticipated for the training activity in the format above. Include rental space for training (if required), training materials, speaker fees, substitute teacher fees, and any other applicable expenses related to the training. It is recommended that sub awards fall under the contractual section rather than the other section.

Explain the details and purpose of the costs in the Justification Box below.

Item	Cost	Matching Funds (if applicable)	BLM Funds
<i>Example: Ace Equipment Rental (Post-Hole Digger, 4 Days)</i>	\$25/Day	\$0.00	\$100.00

H) OTHER COSTS TOTAL: (SF-424A Object Class Category 6h. Other)	\$	\$
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Justification: **EXAMPLE** - [\$ amount] is requested for printing informational pamphlets as it relates to our proposed marketing and outreach efforts, stipend costs for reviewing and contributing to the vetting process of the training curriculum, and other miscellaneous costs including phone, and postage and mailing costs.

Sample Budget

- OTHER Total \$ _____
- Printing (\$ _____ per x _____ documents) = [subtotal]
- Telephone (Charges \$ _____ per month x _____ months) = [subtotal]
- Postage (Charges \$ _____ per month x _____ months) = [subtotal]
- Rent {\$ _____ per month x _____ months) = [subtotal]
- Etc. (Charges \$ _____ per _____ x item) = [subtotal]
- Training costs for [name of training] = [subtotal]

I) TOTAL DIRECT COSTS (SF-424A Object Class Category 6i. Sum of 6a.-6h.)

The total of all direct costs applicable to this project.

Total Direct Costs	Matching Funds (if applicable)	BLM Funds
I) TOTAL DIRECT COSTS: (SF-424A Object Class Category 6i. Total, Sum of 6a.-6h.)	\$	\$

J) INDIRECT COSTS (SF-424A Object Class Category 6j. Indirect Charges)

Indirect costs are those costs incurred for common or joint objectives, which cannot be readily identified with an individual project or program but are necessary to the operations of the organization. Please refer to the BLM Financial Assistance Standard Terms and Conditions and the 2 CFR 200 for more information about indirect costs and facilities and administrative costs, including more information regarding predetermined, provisional, and fixed rates.

Provide the most recent indirect cost rate agreement with the itemized budget. The applicable indirect cost rate(s) negotiated by the organization with the cognizant negotiating agency must be used in computing indirect costs (F&A) for a proposal (2 CFR §200.414). The amount for indirect costs should be calculated by applying the current negotiated indirect cost rate(s) to the approved base(s).

Any non-Federal entity that has never received a negotiated indirect cost rate, except for those nonfederal entities described in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals, paragraph (d)(1)(B) may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. Foreign grantees that do not have a negotiated indirect cost rate may also elect to charge the de minimis rate limited to an indirect cost rate recovery of 10% of modified total direct costs, and foreign grantees that have a negotiated rate agreement with a U.S. federal agency may recover indirect costs at the current negotiated rate.

(Only mandatory cost sharing or cost sharing specifically committed in the project budget must be included in the organized research base for computing the indirect (F&A) cost rate or reflected in any allocation of indirect costs.)

Use the Narrative Box below to explain how you calculated your indirect cost base and resulting indirect costs.

Indirect Cost Rate to be used on this Grant (%):		
Indirect Cost Base for this Grant:	\$	
Total Indirect Costs	Matching Funds (if applicable)	BLM Funds
J) TOTAL INDIRECT COSTS: (SF-424A Object Class Category 6j. Indirect Charges)	\$	\$

- Narrative:** SELECT WHICH APPLIES TO YOUR ORGANITION & DELETE THE OTHERS
1. A state or local government entity receiving more than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. A copy of our most recently approved rate agreement/certification is attached.
 2. A state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We are required to prepare and retain for audit an indirect cost rate proposal and related documentation to support those costs.
 3. A non-profit organization that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. A copy of our most recently approved rate agreement is attached.
 4. A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.
 5. [Insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in [2 CFR 200.68](#)]. We understand that we must notify the BLM in writing if we establish an approved rate with our cognizant agency at any point during the award period.
 6. If your organization is a Cooperative Ecosystems Studies Unit (CESU) partner, your indirect cost rate will be 17.5% of your NICRA-determined indirect cost base.

K) TOTALS (SF-424A Object Class Category 6k. TOTALS)		
The sum total of all Direct and Indirect Costs (Sum of 6i. & 6j.) Applicable to this agreement.		
Total Project Costs	Matching Funds (if applicable)	BLM Funds
K) TOTAL COSTS: (SF-424A Object Class Category 6k. TOTALS)	\$	\$

I certify that to the best of my knowledge the costs detailed above are correct and complete and for the purposes set forth in the associated application for Federal Assistance.

Name & Title of Person Completing Budget