

## Funding Opportunity Announcement

### Natural Resources Training and Education at Mill Creek

<p><b>Funding Agency:</b></p> <p>US Army Corps of Engineers, Walla Walla District 201 N Third Ave Walla Walla WA 99362</p>	<p><b>Funding Instrument:</b> Cooperative Agreement</p> <p><b>Funding Opportunity No:</b> W912EF-24-2-RPA-0001</p> <p><b>CFDA No:</b> 12.010</p> <p><b>Program Title:</b> Youth Conservation Services</p>
<p><b>Issue Date:</b> April 24, 2024</p>	<p><b>Application Due Date:</b> May 24, 2022</p>
<p><b>Overview:</b></p> <p>This announcement represents an opportunity to enter into a cooperative agreement with an organization for outdoor education and training while accomplishing maintenance on public lands consisting of park maintenance, vegetation management, prescribed burns, landscaping, and similar services.</p> <p>The U.S. Army Corps of Engineers (USACE) is seeking organizations that offer challenging education and job-training experience that helps young adults develop the skills they need to lead full and productive lives and offer opportunity for aid with formal post high school education.</p> <p>Statutory Authority: Water Resources Development Act of 2000, Title 33, Part 2339, Section 213(a), Public Law 106-106-541, 114 Stat. 2593 (codified as amended at 33 U.S.C. § 2339).</p>	
<p><b>Estimated Total Funding:</b> \$27,000.00</p>	<p><b>Estimated Number of Awards:</b> 1 (one)</p>
<p><b>Contents of Full Text Announcement</b></p>	
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<p><b>Contact Information:</b> Questions relating to Grants.gov including the registration process and system requirements should be directed to the Grants.gov Contact Center at 1-800-518-4726. For assistance with the requirements of this Funding Opportunity Announcement, please contact <a href="mailto:sara.edwards@usace.army.mil">sara.edwards@usace.army.mil</a>.</p>	
<p><b>Instructions to Applicants:</b></p> <p>The complete funding opportunity announcement, application forms, and instructions are available for download at Grants.gov.</p> <p>Applications in response to this Funding Opportunity Announcement shall be submitted by the application due date. Applications may be submitted by mail, email, or via the internet through Grants.gov.</p> <p>Applicants shall have a Unique Entity Identifier (UEI) number, register with the System for Award Management (SAM.gov), and if submitting application via the internet, register with Grants.gov.</p> <p>See Section IV of the Funding Opportunity Announcement for complete application submission information.</p>	

## Section I: Funding Opportunity Description

### 1. Introduction:

USACE, Walla Walla District develops and operates water resources and public lands within the Mill Creek Project area. The goal of this cooperative agreement is to implement creative stewardship techniques to help accomplish Mill Creek Project's recreational, environmental, and dam safety missions and to provide a specific opportunity to further training and educational opportunities. This cooperative agreement will help further USACE's national organization objectives for building and cultivating a better workforce, effective communication, resourcing and program delivery. The purpose of this agreement is to provide job training/experience for college age youth interested in working in the natural resources field and will entail three, one-week sessions over a six-month period.

### 2. Education and Stewardship Objectives:

The Corps is engaged in diverse opportunities enabling work in a resource-oriented environment and acquisition of strong ethics regarding proper management and use of public land resources. By utilizing these opportunities participants will receive technical, applied, and practical job training/skills and education not otherwise available.

Work projects may include maintenance services on Corps lands consisting of park maintenance, vegetation management, landscaping, and woody debris collection. Specific sites where work may be conducted include lands and waters managed by Mill Creek.

Each specific project proposed under this Agreement will be individually evaluated by both parties to make certain that it meets the education and stewardship objectives set forth herein, and that it will not displace any government workers nor impair existing contracts for service.

### 3. Benefits:

Training future members of the natural resources community so that they will have the experience necessary to complete their education. The recipient will benefit by learning outdoor ethics and work skills. They will gain exposure to tasks that benefit the environment and aid in improving public lands. The recipient may take advantage of resource opportunities available only under a cooperative agreement.

### 4. Responsibilities:

#### a. The Recipient will:

- Recruit, select, and enroll eligible participants and refer appropriate participants to USACE in accordance with available funds, Federal regulations, Equal Employment Opportunity Laws, needs of participants, and the terms of this Agreement. Enrollees shall be at least 18 years of age.
- Indemnify USACE against any liability for damage to life or property arising from the actions or omissions of Recipient's employees, contractors, or agents. Such protection from damages may be provided by commercial insurance or self-insurance. USACE shall be liable for its actions and omissions in accordance with the Federal Tort Claims Act, as applicable.
- Reserve the right to terminate or reassign enrollees to other activities in accordance with the enrollee's program objectives. Reasonable notice of reassignments will be provided to USACE.
- Provide crews available for scheduling year-round work at mutually agreed times.
- Provide a supervisor to direct work who will be responsible for all supervision and discipline of participants assigned to scopes of work under this agreement.

- Assure that training accomplishment is documented for each participant under this agreement. These records shall be available to USACE for review.
- Ensure that each enrollee is properly equipped and dressed for work to be accomplished. This will include a work jacket, work shirt, work trousers, hard hat, gloves, and a pair laced safety work boot, if required.
- Perform work in accordance with EM 385-1-1, "U.S. Army Corps of Engineers Safety and Health Requirements Manual," and FED-OSHA regulations. EM 385-1-1 can be downloaded from: <http://www.usace.army.mil/Safety-and-Occupational-Health/Safety-and-Health-Requirements-Manual/>.
- Arrange for transportation to and from work sites, ensure participants bring food and water as required for rest breaks, and provide for first aid and other customary supervisory care of the participants at the work sites.
- Provide basic hand tools such as shovels, loppers, hand saws, wheelbarrows, rakes, etc.
- Provide basic gas-powered tools such as string trimmers, hedge trimmers, chainsaws, etc. and associated training with these tools.
- Provide applicable Personal Protection Equipment (PPE) for recipient supplied tools.
- Ensure that all tools and equipment provided by USACE are returned to USACE in a like condition as when loaned, except for normal wear and tear.
- Act in conformance with State and Federal laws and regulations pertaining to Wage and Hours, Equal Employment Opportunity, Civil Rights, and Child Labor.

b. The Mill Creek Office will:

- Submit project information in support of scopes of work, including objectives and locations, diagrams, specifications, location maps, schedules, and other required details.
- Supply sufficient materials as applicable, heavy equipment and special tools not provided by the recipient including additional required personal protective equipment, or special labor support, as required to perform each scope of work.
- Ensure there is sufficient work to productively occupy the enrollees during scheduled work hours.
- Assign a Mill Creek employee to serve as a point of contact (POC) and resource advisor for the duration of this scope of work, to provide technical assistance to the crew supervisor, provide specific task instruction, instructions on the proper use of tools and materials, demonstrate task completion, and otherwise engage and encourage the work crew.
- Coordinate work schedules to accommodate participation in education, vocational training, counseling, or related activities.

c. Performance Reports

Recipient shall submit performance progress reports and financial reports monthly (in the months when work occurs). Report shall contain a narrative of work performed during the season and detail how goals and objectives were met.

d. Modifications

- Modifications to this agreement may be proposed by either party, but neither party shall implement a change until the change has been negotiated and approved by the Government's Grants Officer. Change proposals shall be

submitted in writing and shall detail the technical, schedule, and financial impacts of the proposed modification. Only the Grants Officer has the authority to act on behalf of the Government to change this agreement.

- Revision of budget/program plans: Recipient shall request prior approval for plan changes in accordance with 2 CFR § 200.308.
- The Grants Officer may unilaterally issue modifications for minor or administrative matters, such as changes in key personnel, paying office, etc.

e. Subawards

- The Recipient shall apply to each subaward the administrative requirements of 2 CFR Part 200 applicable to the particular type of subrecipient.
- Recipients awarding contracts under this agreement shall ensure that contracts awarded contain, at a minimum, the provisions 2 CFR Part 1120 and Appendix II to CFR Part 200.

f. Procurement

The Recipient's systems for acquiring goods and services under this agreement shall comply with 2 CFR Part 200.

## Section II: Award Information

1. Type of Award Instrument - A single cooperative agreement.
2. Substantial Involvement – USACE will provide a work site for the recipient to practice natural resources education and training, guidance in the form of educational presentations, and review of protocols and reports. USACE will also supply some tools for some of the activities to be returned to USACE at the end of the period of performance.
3. Funding – \$27,000.00.
4. Period of Performance – May 24, 2024 – October 31, 2024

## Section III: Eligibility Information

1. Eligible Applicants – Non-Federal public and non-profit entities.
2. Cost Sharing – Not required.

## Section IV: Application and Submission Information

### 1. Address to Request Application Package

The complete funding opportunity announcement, application forms, and instructions are available for download at Grants.gov. USACE is not responsible for any loss of internet connectivity or for an applicant's inability to access documents posted at the referenced website.

The administrative points of contact are Brooke Moore (509) 527-7913, [brooke.n.moore@usace.army.mil](mailto:brooke.n.moore@usace.army.mil) and Sara Edwards (509) 527-7216, [sara.edwards@usace.army.mil](mailto:sara.edwards@usace.army.mil).

### 2. Content and Form of Application Submission

All mandatory forms and any applicable optional forms must be completed in accordance with the instructions on the forms and the additional instructions below.

- a. SF 424 - Application for Federal Assistance
- b. SF 424 A – Budget Information for Nonconstruction Programs
- c. Program Narrative – Brief program description illustrating applicant's ability to meet the goals and objectives described in Section I of the announcement.
- d. SF-LLL - Disclosure of Lobbying Activities
- e. Attachment E – Certificates and Acknowledgments
- f. Certificate of Authority

3. Application shall be submitted no later than 10:00 AM PT, May 24, 2024

#### 4. Submission Instructions

Applications may be submitted by e-mail or Grants.gov. Choose one of the following submission methods:

- a. E-mail:  
Format all documents to print on Letter (8 ½ x 11") paper. E-mail proposal to [sara.edwards@usace.army.mil](mailto:sara.edwards@usace.army.mil).
- b. Grants.gov: <https://www.grants.gov/>:  
Applicants are not required to submit proposals through Grants.gov. However, if applications are submitted via the internet; applicants are responsible for ensuring that their Grants.gov proposal submission is received in its entirety.

All applicants choosing to use Grants.gov to submit proposals must be registered and have an account with Grants.gov. It may take up to three weeks to complete Grants.gov registration. For more information on registration, go to <https://www.grants.gov/web/grants/applicants.html>.

### **Section V: Application Review Information**

#### 1. Criteria

The following criteria shall serve as the standard against which any response to this announcement will be evaluated.

- a. Initial Review  
The Government will perform an initial review to determine that the applicant is (1) eligible in accordance with Section III of the announcement; (2) all information required by Section IV has been submitted; and (3) all mandatory requirements are satisfied.
- b. Merit Review  
The application and program narrative will be evaluated on whether the applicant demonstrates the ability to meet the goals and objectives of the program. Specifically, the narrative will be evaluated to ensure the Applicant:
  - (1) Demonstrated the ability to successfully execute training/education programs for young adults
  - (2) Has experience with conservation programs
  - (3) Has adequate management capability and adequate financial and technical resources to execute the program.
  - (4) Has a satisfactory record of executing Government programs (if a prior recipient).
  - (5) Has a record of integrity and business ethics.
- c. Budget Review

Budget realism and reasonableness of costs. Submit a preliminary budget estimate based on the information in Sections I and II.

## 2. Review and Selection Process

Proposals will undergo a multi-stage evaluation procedure. First, the proposals will be screened to confirm all required submittals and information have been received, and the applicant is eligible to receive Federal awards. Second, a technical team from within USACE will review the proposals and budget review to determine if the merit criteria have been met. Third, the program manager will review recommendations from the technical team to reach a final decision for award.

## 3. Anticipated Award Date:

Announcement Issue Date:	April 24, 2024
Announcement Due Date:	May 24, 2024
Estimated Award Date:	May 24, 2024

## Section VI: Award Administration Information

### 1. Award Notices

Written notice of award will be given in conjunction with issuance of a cooperative agreement signed by a Grants Officer. The cooperative agreement will contain the effective date of the agreement, the period of performance, funding information, and all terms and conditions. The recipient is required to sign and return the document before work under the agreement commences. **Work described in this announcement shall not begin without prior authorization from a Grants Officer.**

### 2. Administrative Requirements

The cooperative agreement issued as a result of this announcement will be administered in accordance with the administrative requirements in 2 CFR Part 200.

### 3. Reporting

Recipient will be required to submit progress, financial, and property reports quarterly, semiannually, or annually as stipulated in the terms and conditions of the final cooperative agreement.

## Section VII: Agency Contact

Sara Edwards Grants Specialist, Contracting Division	
USACE, Walla Walla District	Tel: 509-527-7216
ATTN: CENWW-CT	Fax: 509-527-7802
201 N Third Ave.	E-mail: sara.edwards@usace.army.mil
Walla Walla WA 99362	

## Section VIII: Other Information

1. Only Grants Officers are legally authorized to bind the Government to an agreement.
2. Responses should reference Program Announcement W912EF-24-2-RFP-0001.
3. Questions regarding the proposal submission should be submitted no later than May 10, 2024. Questions received after this date may not be answered.