

## NOTICE OF FUNDING OPPORTUNITY

Funding Agency: Naval Facilities Engineering Systems Command Southwest (NAVFAC SW)

Funding Instrument: Cooperative Agreement

Funding Opportunity Number: N62473-24-2-0010

Assistance Listing Number: 12.300

Program Authority: 16 U.S.C. 670c-1 Sikes Act

Issue Date: 6/20/2024

Application Due Date: 7/22/2024

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### **I. Funding Opportunity Description**

San Clemente Island (SCI) is uniquely capable of supporting integrated training and, as such, is a highly valuable, irreplaceable asset to the Navy. In addition to its direct training support value, its proximity to southern California allows sailors and marines to effectively train in closer proximity to their families and support networks, increasing quality of life and force sustainability. The Navy is required to ensure ecosystem management is the basis for all management of its lands (Sikes Act, as amended [16 USC 670a]; DoD Instruction 4715.03). While the Sikes Act, as amended, and other instructions, described above, require stewardship for natural resources on military installations, including species not listed under the Endangered Species Act, these projects support the military mission on SCI and do not foreclose current or future training opportunities.

San Clemente Island (SCI) harbors large numbers of endemic organisms, several of which are listed as endangered or threatened by the United States Fish and Wildlife Service (USFWS) under the Endangered Species Act (ESA). The U.S. Navy, in accordance with the ESA and the Federal Noxious Weed Act, has an ongoing program to preserve the unique botanical resources and ecosystem of San Clemente Island.

Brief Description of the Anticipated Work:

#### **1. Grassland Restoration**

Native grasslands on SCI have been significantly impacted from historic grazing by non-native ungulates, invasion of non-native species, and drastic changes in the fire regime. In addition, increased training activity may present additional challenges for avoiding further impacts. Previous efforts on SCI have demonstrated the difficulty in achieving large-scale restoration of grasslands due to challenges associated with range access, site selection, and restrictions on ground disturbance. Recent efforts have been focused on

identifying the most efficient and effective strategies for achieving small-scale restoration with long-term benefits. The purpose of this task is to further study the best methods for achieving successful grassland restoration on SCI, continue monitoring previous restoration efforts to evaluate long-term success, and integrate grassland restoration efforts with habitat management for other native species of conservation concern.

## 2. Habitat Restoration for *Poa thomasii*

*Poa thomasii*, an annual grass species known only from three of the California Channel Islands, had not been recorded since being collected on San Clemente Island in 1903 and was presumed extinct. In July 2005, the species was located on Catalina Island at seven separate sites, primarily located in chaparral, across the island. This species is historically an integral component of SCI habitat that was lost due to the introduction of non-native plant and animal species. In 2010, the species was found in two locations on SCI in boxthorn habitat at the northern end of the island. Both locations on SCI are within areas that are used for training and subject to occasional fire. Previous work on *Poa thomasii* on SCI has been successful in improving the status of the species in terms of population numbers and improved habitat. Because this species was thought to be extinct, it has not been listed under ESA. The SCI Integrated Natural Resources Management Plan (INRMP) states an objective for the Navy to manage the species in such a way as to keep it from being listed. The INRMP notes that due to its restricted distribution on SCI, and those occurrences being located in areas of high human activity, the species is particularly vulnerable to local extinction. The purpose of this task is to increase the population size and resilience of *Poa thomasii* through propagation, outplanting, habitat restoration, and seed bulking, as well as monitoring natural occurrences and previous outplanting sites to evaluate population trends.

## 3. Population augmentation for *Malva assurgentiflora* ssp. *glabra*

*Malva assurgentiflora* ssp. *glabra* is a perennial shrub native to the California Channel Islands. On SCI, the population was heavily impacted by non-native herbivores and likely would have been federally listed under ESA if the Navy had not proactively managed the species through propagation and outplanting. Recent genetic work may result in reclassification of the subspecies on SCI to a new species endemic to the island. In this case, it would become even more important to continue efforts to augment populations and manage population genetics to avoid listing under ESA. The purpose of this task is to increase the population size and resilience of *Malva assurgentiflora* ssp. *glabra* through propagation, outplanting, habitat restoration, and seed bulking, as well as monitoring natural occurrences and previous outplanting sites to evaluate population trends and genetic integrity.

## 4. Rare Plant Surveys

Annual rare plant surveys are essential to document the status, distribution, and long term trends of species of conservation concern. Updating the rare plant database on an annual basis allows the Navy to stay in compliance with conservation measures, avoid listing

under ESA, and make informed decisions about proposed changes to land use and infrastructure maintenance/construction. The purpose of this task is to collect monitoring data for species of conservation concern and assess the long term trends of these species on SCI.

3. Draft and Final Technical Report:

The draft and final preliminary report shall be submitted in accordance with Section J. Submittals and Schedules. The report shall be in scientific format and include the following: 1) Title page showing title, date, cooperative agreement number, Pacific Fleet Representative and Cooperative Agreement Technical Representative contact information; 2) Sub-title page showing title, prepared by and for listings, date and recommended citation; 3) Table of contents; 4) Abstract or Executive Summary; 5) Introduction; 6) Methods; 7) Results; 8) Discussion; 9) Conclusions (to include synthesis with previous work and recommendations for future study); 10) Legible copies of the field notes, data forms and other information.

Please see enclosure 1 for full scope of work and enclosure 2 for applicable terms and conditions.

Estimated Total Funding: \$1,681,005.00

Estimated Number of Awards: (1)

Item	Anticipated Funding
Base Period (12 Months)	\$321,730.00
Option Year 1	\$328,808.00
Option Year 2	\$336,042.00
Option Year 3	\$343,435.00
Option Year 4	\$350,990.00
Total Potential Value	\$1,681,005.00

Contact Information: 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 Grants Officer, Kevin Magennis, kevin.e.magennis.civ@us.navy.mil.

Instructions to Applicants:

The complete Funding Opportunity Announcement, application forms, and instructions are available for download at Grants.gov.

Applications in response to this Funding Opportunity Announcement shall be submitted by the application due date. Applications may be submitted electronically via email or through Grants.gov.

Applicants shall have a Unique Entity Identification (UEI) number, registration with the System of Award Management (SAM), and registration with Grants.gov, if submitting application through Grants.gov.

See Section IV of the Funding Opportunity Announcement for complete application submission information.

**II. Award Information**

This Funding Opportunity Announcement is for a competed, multiyear cooperative agreement. The period of performance is 12 months from the date of award with a base period of 12 months with 4 12 month option periods.

Item	Period of Performance
Base Period	12 months from date of award
Option Year 1	12 months from end of Base Period
Option Year 2	12 months from end of Option Year 1
Option Year 3	12 months from end of Option Year 2
Option Year 4	12 months from end of Option Year 3

Significant Dates and Times		
Event	Date	Time *
Full Applications Due	July 22, 2024	2:00 PM
Notification of Selection for Award	July 30, 2024**	4:00 PM
Start Date of Cooperative Agreement	September 1, 2024**	8:00 AM

\*\*Dates subject to change

### III. Eligibility Information

#### 1. Eligible Applicants

Any Cooperative Ecosystem Studies Unit Californian cooperative partner who qualifies under the DoDGARS Part 34 or 2 CFR 200 is eligible to apply. Please see applicable terms and conditions, provided as a separate attachment.

#### 2. Cost Sharing or Matching

Cost sharing [ ] is or [ x ] is not required.

### IV. Application and Submission Information

#### 1. Address to Request Application Package

Application packages can be obtained electronically at Grants.gov as detailed below or by contacting the individual listed in Section VII Agency Contact(s).

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select "Apply for Grants", and then select "Download Grant Application Package". Enter the funding opportunity number ().

NOTE: You will not be able to download the Application Package unless you have installed Adobe Acrobat Reader. Adobe Reader is available for free to download from the Download Software page [http://grants.gov/help/download\\_software.jsp](http://grants.gov/help/download_software.jsp).

#### 2. Content and Form of Application Submission

Applicants shall submit applications electronically. The applicant shall complete the mandatory and applicable forms by accessing the forms as noted in IV, 1 "Address to Request Application Package".

## **Content and Form of Application**

### **FORM: SF 424 (R&R)**

**Completion of SF-424 Fields First.** The Adobe Reader forms are designed to fill in common required fields such as the applicant name and address, UEI number, etc., on all Adobe Reader forms. **To trigger this feature, an applicant must complete the SF-424 information first.** Once it is completed the information will transfer to the other forms. You must complete the mandatory forms and any applicable optional forms (e.g., SF-LLL Disclosure of Lobbying Activities) in accordance with the instructions on the forms and the additional instructions below. Files that are attached to the forms must be in Adobe Portable Document Format (PDF) unless otherwise specified in this announcement.

### **FORM: RESEARCH & RELATED SENIOR/KEY PERSONNEL (EXPANDED)**

Complete all the required fields in accordance with the pop-up instructions on the form.

Biographical Sketch: Attach resume(s) of key personnel. The Applicant shall provide type written resumes, not to exceed 3 pages, single spaced with 12pt font for the project manager(s) and field assistants proposed for this project. Resumes must state qualifications, experience with this type of project, professional registration and certificates. See Section V. Application Review Information for detailed information required per resume and minimum qualifications required.

### **FORM: RESEARCH AND RELATED BUDGET**

Complete the Research and Related Budget form in accordance with the instructions on the form. You must provide a detailed cost breakdown of all costs, by cost category, by the funding periods described below, and by task/sub-task corresponding to the task number in the proposed Statement of Objectives. Options (if applicable) must be separately priced. The form will generate a cumulative budget for the total project period. You must complete all the mandatory information on the form before the NEXT PERIOD button is activated. You may request funds under any of the categories listed as long as the item and amount are necessary to perform the proposed work and meet all the criteria for allowability under the applicable Federal cost principles. The budget should adhere to the following guidelines:

The budget should be driven by program requirements. Elements of the budget should include:

Direct Labor - Individual labor category or person, with associated labor hours and unburdened direct labor rates.

Indirect Costs - Fringe benefits, overhead, G&A, COM, etc. (must show base amount and rate).

Travel - Number of trips, destination, duration, etc., all travel must be substantiated and explained.

Subcontract/subaward - A cost proposal as detailed as the applicant's cost proposal will be required to be submitted by the subcontractor. If applicable, include in Research & Related Subaward Budget Attachment Form.

Consultant - Provide consultant agreement or other document that verifies the proposed loaded daily/hourly rate. Include a description of the nature of and the need for any

consultant's participation. Strong justification must be provided, and consultants are to be used only under exceptional circumstances where no equivalent expertise can be found at a participating university. Provide budget justification.

Materials - Specifically itemized with costs or estimated costs. An explanation of any estimating factors, including their derivation and application, shall be provided. Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.).

Other Direct Costs - Particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the contractor/Applicant (justifications must be provided when Government funding for such items is sought). Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.).

Budget Justification: Provide the required supporting information for the cost elements as shown above (see Research & Related Budget instructions) and listed as follows: indirect cost, travel, consultant, materials, and other direct costs. Provide any other information you wish to submit to justify your budget request.

### **FORM: SF-LLL DISCLOSURE OF LOBBYING ACTIVITIES**

If applicable, complete SF- LLL. Applicability: If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the grant/cooperative agreement, you must complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying."

### **3. Submission Dates and Times**

#### **Timeline for Review:**

We request that submissions be submitted by **July 22, 2024 2:00 PM PDT**. This opportunity will remain until an investigator team is selected. Submissions received after **July 22, 2024 2:00 PM PDT** will be deemed "late" and may or may not be considered. Please submit requests for information/questions no later than **July 15, 2024 2:00 PM PDT**.

#### **For applications submitted through Grants.gov and handling of late applications:**

After an application is submitted through Grants.gov, the Authorized Organization Representative (AOR) will receive a series of three e-mails. It is extremely important that the AOR watch for and save each of the e-mails. You will know that your application has reached NAVFAC SW when the AOR receives e-mail Number 3. You will need the Submission Receipt Number (e-mail Number 1) to track a submission. The three e-mails are:

**Number 1** – The applicant will receive a confirmation page upon completing the submission to Grants.gov. This confirmation page is a record of the time and date stamp for the submission.

**Number 2** – The applicant will receive an e-mail indicating that the application has been validated by Grants.gov within a few hours of submission. (This means that all of the required fields have been completed.)

**Number 3** – The third notice is an acknowledgment of receipt in e-mail form from the designated agency within ten days from the application due date. For applications the e-mail is sent to the authorized representative for the institution. The e-mail for applications notes that the application has been received and provides the assigned tracking number. Hard copy submissions will receive only e-mail number 3.

Late Applications may be accepted.

#### 4. Funding Restrictions

Reimbursement of pre-award cost will [ ] or will not [ x ] be allowed.

#### 5. Other Submission Requirements

Applications may be submitted electronically through Grants.gov (see note 1 below) or direct email to: Kevin Magennis [kevin.e.magennis.civ@us.navy.mil](mailto:kevin.e.magennis.civ@us.navy.mil)

**NOTE 1 - Registration Requirements for Grants.gov:** There are several one-time actions an organization must complete in order to submit an application through Grants.gov (e.g., obtain a Unique Entity ID (UEI) number, register with the credential provider, and register with Grants.gov). See [http://grants.gov/applicants/get\\_registered.jsp](http://grants.gov/applicants/get_registered.jsp) to begin this process. Applicants, who are not registered with Grants.gov, should allow at least 21 days to complete these requirements. It is suggested that the process be started as soon as possible.

**Customer Support:** Questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov). The Contact Center is open from 7:00 a.m. to 9:00 p.m. Eastern time, Monday through Friday, except federal holidays, to address Grants.gov technology issues. If you are experiencing difficulties with your submission it is best to call the customer support desk and get a case number. The case number will assist the NAVFAC SW with tracking your issue and provide background information on the issue.

**VERY IMPORTANT – Download Adobe Acrobat Reader:** Adobe Reader is available for free to download from the Download Software page [http://grants.gov/help/download\\_software.jsp](http://grants.gov/help/download_software.jsp).

#### V. Application Review Information

All requirements listed are minimum requirements. Information provided must be recent (within last seven (7) years) and relevant. Applicants will be assessed on their ability to adhere to the listed requirements, follow directions, comply with restrictions and provide quality control on their submittals. All page limits refer to 12 point font and single spaced one-sided pages.

#### Factor 1 - Credentials of Key Personnel

- A. Principal Investigator: The Recipient shall designate one person as responsible for ensuring that provisions are in place, project and personnel supervision are provided, quality control and meeting of reporting requirements are met on a daily basis. This person shall have, at the minimum:
  - i. A PhD in Plant Ecology, Soil Science, Biology or related discipline.
  - ii. Experience and knowledge of southern California coastal plant communities including familiarity with flora, restoration and ecology. Specific knowledge of standardized surveys for rare plant species in Southern California, as demonstrated by at least 5 years of previous work or research experience.

B. Research Associate: The Recipient shall designate one or more people as responsible for assisting the principal investigator. The person(s) shall have, or have immediate access to personnel that have, at the minimum:

i. A Master's degree in plant ecology or related discipline

1. one (1) year of relevant habitat restoration experience, including some experience in supervising field crews.
2. specific knowledge of monitoring techniques as demonstrated by at least one year of previous work or research experience.
3. Three years of local experience in identifying and sampling southern California coastal plant communities including familiarity with flora, restoration and ecology.
4. Two years of practical horticultural experience (i.e. maintenance and/or growing and propagating of native plants).

b. Field Technicians: The person(s) shall have, at the minimum:

1. A Bachelor of Science degree in botany, biology, ecology, wildlife management, botany, landscape architecture or horticulture or other related field from an accredited college or university.
2. general knowledge of reintroduction and monitoring techniques.
3. ability to keep clear, legible and accurate notes.
4. A thorough understanding of regulations regarding a vegetation community or resource and an endangered species, threatened or rare species issues.

### **Factor 2 – Scientific Approach**

Not to exceed 3 pages, the Offeror shall develop an outline for their approach to addressing the anticipated work stated above. The Offeror shall be evaluated as to the soundness of the overall approach and use of any innovative techniques to accomplish project objectives.

### **Factor 3 - Reasonableness of Cost**

After technical evaluation of the proposal, the offers will be analyzed for fair and reasonable pricing. The proposal will be analyzed to determine whether its pricing is materially/mathematically balanced, and is fair and reasonable. The Offeror shall use OMB Circular A-21 "Cost Principles for Institutions of Higher Education," 48 CFR part 31 "Contract Cost Principles and Procedures," or 2 CFR 200 Subpart F "Audit Requirements" as applicable. Evaluations will include an analysis to determine the Offeror's comprehension of the requirements of the solicitation as well as to assess the validity of the Offeror's approach. A clear cost breakdown of work elements to be accomplished detailing quantities for the various work items, unit, unit prices and extended prices will be required and will be evaluated. Evaluation will include an analysis to determine the Offeror's comprehension of the requirements of the proposed agreement as well as to assess the validity of the Offeror's approach. Please be sure to provide a proposal for the optional years as listed within the statement of work. Please submit proposed budget form for each of the option years on separate research and related budget forms.

Please provide your proposed budget on the provided pdf titled, “Research and Related Budget” form\*(Enclosure 5).

RELATIVE IMPORTANCE OF EVALUATION FACTORS – All factors are of equal importance.

## **2. Review and Selection Process**

Every deviation from the statement of objectives requirement must be identified. Proposer must identify the paragraph in the statement of objectives that is applicable and provide sufficient information to justify why the deviation is in the best interest of the government.

All requirements listed are minimum requirements. Applicants will be assessed on their ability to adhere to the listed requirements, completeness of responses, follow directions, comply with restrictions and provide quality control on their submittals. All page limits refer to 12 point font and single spaced one-sided pages.

## **VI. Award Administration Information**

### **1. Award Notices**

The notice of award addressed to the successful applicant and signed by the Grants Officer (or equivalent) will be forwarded via electronic transmission. Original copies of the Agreement will be enclosed for the successful applicant’s signature and return for the Grants Officer’s counter signature.

### **2. Administrative and National Policy Requirements**

The Terms and Conditions are posted as a separate document.

### **3. Reporting**

Reports/submittal information including frequency and means of submission are contained in the Statement of Objectives, posted as a separate document

## **VII. Agency Contact(s)**

All questions relating to this announcement shall be referred to:

Kevin Magennis, Grants Officer  
Naval Facilities Engineering Systems Command Southwest  
Environmental Conservation and Compliance Acquisition  
750 Pacific Highway  
San Diego, CA 92132  
Email: [kevin.e.magennis.civ@us.navy.mil](mailto:kevin.e.magennis.civ@us.navy.mil)  
Phone Office: 619-705-5566

## **VIII. Other Information**

The cost of preparing applications and/or proposals in response to this announcement is not considered an allowable direct charge to any award made under this funding opportunity. The Government is not obligated to make any award as a result of this announcement. Only the Grants Officer can bind the Government to the expenditure of funds.