



National Park Service

CRFA-PGC - Cultural Resources Financial Assistance

2024
P24AS00147

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A. Program Description

Authority:

National Maritime Heritage Act - Public Law 103-451 codified as 54 USC 308701-380707.

Assistance Listing:

15.925

Program Background, Objectives, and Goals:

The National Maritime Heritage Grant Program was established by the National Maritime Heritage Act of 1994 as a cost-sharing grant program administered jointly by the National Park Service and the U.S. Department of Transportation, Maritime Administration (MarAd). The program issued one round of grants in 1998 and then went dormant until it was re-established in 2013. Program funding is provided by the proceeds of scrapped ships from the National Defense Reserve Fleet through a Memorandum of Agreement between the National Park Service and MarAd. The program's purpose is to provide funding for a wide range of education and preservation projects that promote and educate the public on America's extensive maritime heritage. To help meet this goal, the total dollar amount of grants awarded in a fiscal year must be equally divided between education projects and preservation projects. More information can be found at <https://go.nps.gov/maritimegrants>

General Program Requirements and Key Application Information

The National Maritime Heritage Grants Program provides funds for prime grantees to **administer in-house projects and/or operate a competitive subgrant program. This notice of funding opportunity is for education projects.** There is a separate notice of funding

opportunity for preservation projects. The opportunity number for preservation grants is P24AS00504.

In accordance with [54 USC ch. 308703\(d\)\(1\)](#), the National Maritime Heritage Grants Program requires that Maritime Heritage preservation projects must, “demonstrate that the project for which the direct grant or subgrant will be used has the potential for reaching a broad audience with an effective educational program based on American maritime history, technology, or the role of maritime endeavors in American culture.” An application may include a combination of one or more in-house activities and a subgrant program or solely in-house activities or solely a subgrant program. **Both in-house projects and subgrant programs must have an educational component.** The program provides funds for prime awardees (grantees) to administer and run competitive subgrant programs and to complete "in house" projects involving historic marine resources. **This notice of funding opportunity is for education projects.** There is a separate notice of funding opportunity for preservation projects. The opportunity number for preservation grants is P24AS00504.

This funding opportunity is open to State Historic Preservation Offices and other organizations as described in the National Maritime Heritage Act. There are 59 State Historic Preservation Offices; one in each of the 50 states, the 5 territories, the District of Columbia, and the 3 Freely Associated States of Micronesia. One nonprofit organization, Ohio History Connection, is eligible to apply serving as the Ohio State Historic Preservation Office.

Education Grant funded activities must advance maritime heritage through public education for a wide and diverse audience on America's maritime heritage in addition to at least *one* of the following ways:

- assistance to any maritime museum or historical society for existing and new educational programs, exhibits, educational activities, conservation, and interpretation of artifacts and collections to also include minor improvements to facilities and other similar activities.
- activities designed to encourage the preservation of traditional maritime skills including building and operation of vessels, special skills such as wood carving, sail making and rigging, traditional maritime art forms and sail training.
- other educational activities relating to historic maritime resources including educational waterborne-experience programs, maritime archaeological field schools, educational programs on other aspects of maritime history.
- heritage programs focusing on maritime historic resources, including maritime heritage trails and corridors or construction and use of reproductions of historic maritime resources for educational purposes if a historic maritime resource no longer exists or would be damaged or consumed through direct use.

Education grant project work may not have negative affects to historic resources.

In-house projects: Prime grantee administered projects involving historic marine resources. Prime grantees may apply for a specific project or projects they intend to directly manage and complete themselves ("in house"). In-house activities do not need to be competitively selected. Successful applications will include a complete description of the anticipated management life cycle including funding priorities, methods, monitoring, and anticipated administrative expenses and activities. Applications should include a cohesive and well considered proposal outlining project work on an eligible historic maritime property, resource or topic.

Subgrant program: Prime grantee awards funds to subgrantees to administer projects involving historic marine resources. Applicants must use the content of their application to outline a competitive subgrant program to eligible sub-grantees that they will conduct at a later date. Eligible **subgrantees** are state governments, tribal governments, local governments, and nonprofit organizations. Prime grantees must determine the focus and criteria for the subgrant program they wish to administer. Applications submitted in response to this notice of funding opportunity should describe the proposed competitive subgrant program or in-house activity(-ies), not potential or actual sub-awards. Applications will be scored based on the competitive subgrant program being proposed. Successful applications will include a complete description of the anticipated management life cycle of competitive subgrant programs, including funding priorities, selections means and methods, subrecipient monitoring, and anticipated prime grantee administrative expenses and activities. Those applications that propose pre-selected subgrants will not be considered.

Education component for in-house projects and subgrant programs: The requirement for an educational component for preservation grant awards extends to individual subgrant projects in individual grant awards awarded to prime grantees. As the entity acting on behalf of the Federal government in management of a subgrant program, the prime grantee maintains the right and responsibility to impose requirements on a subrecipient so the pass-through entity and subrecipient may meet responsibilities to the Federal awarding agency as outlined in [2 CFR 200.332](#) (see specifically [2 CFR 200.332\(a\)\(2\)](#) and [\(3\)](#)).

Additionally, per [2 CFR 200.331\(a\)](#) on subrecipients, the subrecipient is responsible for adherence to applicable Federal program requirements specified in the Federal Award to include the successful execution of an education component for subgrant projects as determined by the managing entity of the subgrant program.

In general, the education requirement for preservation grants may be fulfilled by:

1. As a direct recipient, the prime grantee itself conducting an educational program highlighting the work of the individual subgrant projects. Or;
2. The individual subgrantee projects conducting an education program for their individual projects. If the prime grantee has the individual subgrantee projects complete the education portion of the award, the prime grantee is responsible for monitoring and reporting on the individual activities in addition to the primary project. (The subgrant program as a whole.)

Examples of eligible education projects could include, but are not limited to:

- **Subgrant program:** A State Historic Preservation Office (SHPO) could apply for a grant to administer a subgrant program that supports the interpretation of the history and/or study of women in maritime. The application would describe why the SHPO has selected women as the focus of the subgrant program, the broad educational value of the methods and avenues of study/interpretation (historic and archaeological collections, traditions, oral history), the maximum amount of each subgrant, how they intend to publicize the subgrant opportunity, and how they intend to select projects for funding. This is an example of an education subgrant program for an education grant.
- **In-house project:** A SHPO could apply for a grant to administer an in-house project supporting public education programs engaging with foreshore archaeology and

underwater archaeology methodologies in relation to maritime heritage. The application would describe why the SHPO has determined the program is necessary, the broad educational value of the project, a proposal for the elements of archaeology to be included in the programming, the intended audience, outreach and public access to the program, where, when, and how the program will be conducted (virtual, in-person, etc.), materials required, and staff qualifications. This is an example of an education in-house education project for an education grant.

- **In-house project:** A SHPO could apply for a grant for an in-house project to support a state operated oral history project capturing the stories of diverse historic mariners and/or Indigenous Peoples with a relationship to water and making those histories available for public access. The application would describe why the SHPO has selected this as a project, the broad educational value of the methods and avenues of the study, how they intend to publicize the opportunity, how they intend to select individuals for the project and how they will make the project an accessible public resource. This is an example of an in-house education project for an education grant.

Funding Opportunity Goals

- To provide funding for a wide range of education and preservation projects that promote and educate the public on America's extensive maritime heritage

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$3,000,000

B2. Expected Award Amount

Maximum Award

\$250,000

Minimum Award

\$50,000

Education project prime awards are anticipated to range between \$50,000 and \$250,000. Eligible applicants for prime awards will determine their own funding range for the subgrant projects and/or in-house activities they intend to fund.

B3. Anticipated Award Funding and Dates

Anticipated Award Date

June 20, 2025

The anticipated award date is approximately 120 days after the due date. Please note that this is only an estimate. Projects will not start until approximately 6 months after the due date to allow

time for compliance with applicable laws and regulations, particularly those related to the National Historic Preservation Act and National Environmental Policy Act.

B4. Number of Awards

Expected Number of Awards

10

This is the number of anticipated prime awards.

B5. Type of Award

Funding Instrument Type

G - Grant

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

00 – State governments

25 – Others (see text field entitled “Additional Information on Eligibility” for clarification)

Additional Information on Eligibility

This funding opportunity is open to State Historic Preservation Offices and other organizations as described in the National Maritime Heritage Act. There are 59 State Historic Preservation Offices; one in each of the 50 states, the 5 territories, the District of Columbia, and the 3 Freely Associated States of Micronesia. One nonprofit organization, Ohio History Connection, is eligible to apply serving as the Ohio State Historic Preservation Office.

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

Yes

There is a 1:1 matching requirement. Each federal dollar must be matched by one non-federal dollar. Match may be in the form of cash or in-kind donations of time, goods, or services.

C3. Other

1. Applications for **renewal or supplementation of existing subgrant or in-house projects are not eligible**. Each application must be for a separate phase if it is part of a multi-phase project and **significant progress** must be demonstrated on prior phases prior warrant additional funding.

2. If a project is doing work to or preparing a National Register nomination for a property and the owner is different than the applicant or subapplicant, then the applicant or subapplicant, as appropriate, must include written permission from the owner to proceed with the project. If a preservation covenant or easement or preservation agreement is required by the SHPO/THPO, this should be explicitly acknowledged as well. The letter of owner consent must be submitted with the application (sub-grant application) and be signed no earlier than 90 days before the (sub-)application due date and pertain to this specific application or subgrant application, as appropriate. Previous letters of owner consent will not be accepted. The National Park Service may require a copy of the written permission of a property prior to approving project work.
3. Administrative costs are allowable under this program; however, they are limited. In general, administrative costs necessary to complete and administer the program cannot exceed **7.5% of the total cost** (prime award and subgrants **combined**).
 - Administrative costs are: Allowable, reasonable, and allocable costs related to the overall management of activities directly related to finance (accounting, auditing, budgeting, contracting), general administrative salaries and wages (grant administration, personnel, property management, equal opportunity) and other “overhead” functions (general legal services, general liability insurance, depreciation on buildings and equipment, etc.) not directly attributable to specific program areas identified in the grant agreement. All administrative costs reported must be absolutely necessary for program implementation, such as the cost items identified in the final grant agreement or items otherwise approved in writing by the NPS Awarding Official (AO).
4. The amount awarded in a fiscal year for all grants and subgrants for projects relating to historic maritime resources owned or operated by the federal government may not exceed **40%** of the total amount available for grants and subgrants. Proposals relating to federally owned or managed historic maritime resources should be submitted by a nonfederal organization working under a legal written agreement with a federal agency to carry out the objectives of the subgrant. Any grants awarded will be made to the nonfederal applicant, not the federal agency owning or managing the federal historic maritime resource(s). Federal funding may not be used to match federal funding; thus, projects contemplating work on federal resources must carefully consider how matching obligations will be fulfilled.

Information on Planning to Run a Subgrant Program

In addition to designing a competitive subgrant program, the responsibility of prime grantees that administer competitive subgrant programs for maritime heritage preservation projects to execute such a program should also include:

- publicizing the subgrant program to prospective sub-grantees and the public
- answering questions from the public and providing subgrant program information, as requested
- distributing subgrant applications to eligible applicants (local governments and nonprofits)
- receiving subgrant applications and ensuring their completeness

- submitting to NPS the proposed scope of work for each subgrant the SHPO wishes to fund via an online portal for NPS review
- retaining complete subgrant files on each project, both those selected for funding and those not selected for funding
- monitoring subgrant project progress
- reporting to NPS on program accomplishments

Eligible Costs

Eligible costs under prime and sub-grants are as described in this notice of funding opportunity, 2 CFR 200, and the [National Maritime Heritage Act of 1994](#) (54 USC 308701-380707). For this program, they also include:

- administrative costs necessary to complete and administer the grant requirements
- rehabilitation of properties via subgrant
- costs for public notice(s) of the subgrant opportunity
- costs associated with required training or reporting; and
- any other costs as determined eligible by NPS in accordance with Office of Management and Budget (OMB) circulars, and NPS policies

What is Not Funded?

- long-term maintenance or curatorial work beyond the grant period
- activities that train a professional to perform his or her work better
- cash reserves, endowments, revolving funds, or fund-raising costs
- work performed prior to the announcement of the prime or sub-award, as appropriate
- lobbying or advocacy activities
- adverse effects on historic resources
- acquisition of museum collections, artifacts, objects, or real property
- costs for work already completed or funded through other federal programs
- miscellaneous costs, contingencies, reserves, or overhead, except as permitted by 2 CFR 200

Excluded Parties:

NPS conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The NPS 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.

Foreign Entities or Projects

This program may provide funding to foreign entities or for projects conducted outside the United States.

State Sponsors of Terrorism: This program will not fund projects in [countries determined by the U.S. Department of State to have repeatedly provided support for acts of international](#)

[terrorism](#) and therefore are subject to sanctions restricting receipt of U.S. foreign assistance and other financial transactions.

Office of Foreign Assets Control Sanctions: This program will not fund projects in countries subject to [comprehensive sanction programs administered by the U.S. Department of Treasury, Office of Foreign Asset Control](#) without proper licenses.

In-Country Licenses, Permits, or Approvals: Entities conducting activities outside the U.S. are responsible for coordinating with appropriate U.S. and foreign government authorities as necessary to obtain all required licenses, permits, or approvals before undertaking project activities. The Service does not assume responsibility for recipient compliance with the laws, regulations, policies, or procedures of the foreign country in which they are conducting work.

D. Application and Submission Information

D1. Address to Request Application Package

All application information is available on [grants.gov](https://www.grants.gov).

D2. Content and Form of Application Submission

Project Narrative

Education projects should focus on providing information about the maritime heritage of the United States. Activities address curation, instruction, and interpretation of maritime heritage collections, traditional maritime skills, historic maritime properties, and maritime history topics.

- Program descriptions must address each of the evaluation criteria and applications will be reviewed against this rubric as part of the merit evaluation process. Remember: the application you are submitting describes your design for in-house projects and/or a competitive subgrant program, not specific, pre-selected subgrant projects.
- NPS will evaluate and consider only those applications that separately address each of the four criteria listed in Section E.
- Applicants should use the Project Description Worksheet; each criterion is limited to 6,000 characters (including spaces), and a program timeline is limited to 6,000 characters (including spaces). No additional sections will be reviewed or scored.
 - A blank Program Description Worksheet format is included under the "Related Documents" tab on [grants.gov](https://www.grants.gov) which includes these character limits. The Program Description Worksheet will serve as the project narrative for this application.

Defining Historic Maritime Resources

The grants program is designed to support various maritime heritage education projects and preservation projects which focus on three broad categories of historic maritime resources: Historic Maritime Properties, Maritime Heritage Collections, and Traditional Maritime Skills. Ensure that your application demonstrates how one or more these three categories of resources will benefit from proposed grant-assisted activities.

Historic Maritime Properties

Historic maritime properties are defined in accordance with the criteria established by the National Register of Historic Places and refer to those properties relating to, or bordering on, the sea or inland waters; or relating to navigation or commerce of the sea or inland waters; and consist of:

- Maritime Districts which make up a geographically definable area possessing a significant concentration, linkage or continuity of maritime sites, buildings, structures or objects united by past events or by plan or physical development.
- Maritime Sites such as submerged or terrestrial maritime-related archeological sites or other maritime sites which are the location of a significant event or activity, buildings or structures where the location itself maintains historical or archeological value regardless of the value of any existing structure.
- Maritime Buildings such as lighthouses, lifesaving stations, custom houses, warehouses, hiring hall, sailors homes, marine hospitals or other maritime buildings created to shelter any form of human activity, or maritime buildings comprising a historically related complex such light stations or lifesaving stations;
- Maritime Structures where a work is made up of interdependent and interrelated parts in a definite pattern of organization such as stationary waterfront cranes, locks, canals. Maritime structures, constructed by man, are often large scale engineering projects; and
- Maritime Objects such as vessels, shipwrecks and hulks, floating drydocks, piers or cranes, or other maritime objects that are by nature moveable yet related to a specific setting or environment;

and which are significant in American history, architecture, archeology, engineering, or culture at the national, state, or local level and possess integrity of location, setting, materials, workmanship, feelings, and association. To be considered significant, a maritime property must meet one of the four National Register criteria:

- A. be associated with events that have made a significant contribution to the broad patterns of American History; or
- B. be associated with the lives of persons significant in our nation's past; or
- C. embody characteristics that are distinctive of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic value; or represent a significant and distinguishable entity whose components may lack individual distinction; or
- D. have yielded or may be likely to yield, information important in prehistory or history. In general, maritime properties must be 50 years of age or older to be considered historic and therefore eligible for funding considerations under the Grants Program.

However, a maritime property which has achieved historical significance within the past 50 years may also be considered eligible for funding considerations if it is of exceptional importance. Historic maritime properties can also consist of archeological resources which include the submerged or terrestrial remains of historic or prehistoric shipwrecks, hulks, vessels, lighthouses, lifesaving stations as well as canals, piers, docks, waterfront properties and other maritime districts, sites, structures, buildings, or objects (as defined above).

Maritime Heritage Collections

Maritime collections consist of assemblages of objects, documents, and archeological resources pertinent to the understanding of the maritime heritage of the United States which are collected according to a rational scheme and maintained, so they can be cared for, studied, and interpreted for public benefit.

- **Objects.** An object when used within the context of a maritime collection has a different meaning from its use as a historic maritime property category. In this case, an object is considered a material thing possessing functional, aesthetic, cultural, symbolic, or scientific value, usually portable by nature or design. Objects which are part of a maritime collection shall be comprised of those material things which embody events, work, thought, arts, and institutions reflective of human activity associated with the sea and inland waters and may include prehistoric and historic maritime artifacts, models, works of art, and fragments or components of maritime buildings, maritime structures or maritime objects which are obtained or collected through non-archeological methods or techniques.
- **Documents.** A document when used in the context of a maritime collection refers to recorded information that will contribute substantially to the understanding and interpretation of maritime heritage in the United States. These records should be directly linked to those human activities associated with maritime history and culture and shall be organized in a manner which facilitates access, especially for research and reference use. Such recorded information consist of assemblages of archival records, manuscripts, or published materials. Documents may include archival materials of a maritime organization or institution, manuscripts comprised of textual, electronic, sound, or visual formats, as well as published materials including books, reports, journals, pamphlets, electronic media, microforms, photographs, film, graphic, and audio documents related to maritime heritage of the United States.
- **Archeological Resources.** Archeological resources within the context of maritime collections consist of those submerged or terrestrial material remains that have been excavated or removed in connection with an archeological investigation of prehistoric or historic maritime properties. Archeological resource shall also consists of associated records that are prepared or assembled in connection with the archeological investigation of prehistoric or historic maritime properties. Classes of material remains may include excavated fragments or components of shipwrecks (pieces of ships hulls, rigging, armaments, cargo, etc.), and other historic maritime properties, as well as excavated artifacts of human manufacture such as tools, weapons, and other materials related to maritime heritage. Classes of associated records include all records relating to the investigation of a resource such as research proposals, permits, field notes, etc., records relating to the identification of a resource using remote sensing methods and equipment, and public records and archival records essential to understanding the resource such as deeds, historical maps, drawings, photographs, manuscripts.

Traditional Maritime Skills

Traditional maritime skills consist of activities associated with the naval, commercial and navigational activities of, or relating to, the sea or inland waters which are handed down from generation to generation, by word of mouth or by practice. These traditional activities pertain to

recognizable, though not necessarily identical, practices which are transmitted across at least two successive generations and shall include those maritime skills, arts, crafts, trades, techniques, or occupations generally thought of as requiring use of hands or special training.

SF-424, Application for Federal Assistance

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, signed, and dated. Do not include any proprietary or personally identifiable information. 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).

- Complete the **SF-424** with as much as possible with all applicable information
- You must provide your ZIP Code +4; 0000 is not acceptable.
- Your Unique Entity Identifier (UEI) must exactly match the UEI number under your SAM.gov record.

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, “Budget Information for Non-Construction Programs” form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200.

All applicants must complete the **SF-424A**. For grant applications that do not include construction, applicants must complete and submit the SF-424A *Budget Information for Non-Construction Programs* form.

- The project budget shall include detailed information on all cost categories and must clearly identify all project costs. Unit costs shall be provided for all budget items, including the cost of work to be provided by contractors. All costs shown in the budget documents should match what is discussed in the program description worksheet. Cost categories can include, but are not limited to, those cost items included on the SF-424A
- Remember: no more than 7.5% of the entire budget (Federal plus match) may be applied towards **administrative costs**.

Entering Administrative Costs

In order for the National Park Service to identify and calculate administrative costs proposed for this grant, additional data is necessary.

- In Section A, block 1, column A: enter "Administration of National Maritime Heritage Grant"
 - This title will appear in Section B as a column heading

- In Section A, block 1, column E: enter the total administrative costs to be charged to the federal portion of the award
- In Section A, block 1, column F: enter the total administrative costs to be charged to the non-federal portion of the award

Entering Anticipated In-House and Subgrant Costs

In order for the National Park Service to identify and calculate the anticipated in-house and subgrant costs you intend to charge to this grant, additional data is necessary.

- In Section A, block 2, column A: enter "In-house Expenses"
 - This title will appear in Section B as a column heading
- In Section A, block 2, column E: enter the total in-house costs to be charged to the federal portion of the award
- In Section A, block 2, column F: enter the total in-house costs to be charged to the non-federal portion of the award
- In Section A, block 3, column A: enter "Subgrants"
 - This title will appear in Section B as a column heading
- In Section A, block 3, column E: enter the total subgrant costs to be charged to the federal portion of the award
- In Section A, block 3, column F: enter the total subgrant costs to be charged to the non-federal portion of the award

If there are costs that do not fit in the above categories, you may enter them in Section A, block 4. Please make sure to provide a title for these costs in block 4, column A.

Any applicant organization that has not completed the financial assistance certifications and representations within their SAM.gov registration must submit the appropriate signed and dated Assurances form. All of the required application forms are available with this announcement on Grants.gov.

Detailed Budget Narrative

The project budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included (reference section C of this announcement). Cost categories can include, but are not limited to, those costs items included on the SF424A or SF424C.

The budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included (reference section C of this announcement). Cost categories can include, but are not limited to, those costs items included on the SF-424A.

- The Budget Justification Worksheet, included under the “Related Documents” tab on grants.gov, fulfills the detailed budget narrative requirement.
- All costs listed in the SF-424A must correspond to the activities in the Project Description and must be outlined in the Budget Justification Worksheet. However, do not include your cost breakdown as part of the narrative Project Description.
- Costs must be broken out into Federal and matching funds by cost center such as personnel, fringe benefits, travel, administrative costs, etc.
- If matching share is included in your budget, list the sources of non-Federal match, as well as if the match is secured or unsecured.
- The following questions must be answered in your budget justification:
 - Do you have policies and procedures in place that meet the financial management standards in 2 CFR 200.302? NPS may ask for copies of policies if selected for funding.
 - Do you have a single audit and was it submitted to the Federal Audit Clearinghouse? If no, do you have another type of audit or other annual financial statement?
 - Attach a complete set of financial statements including:
 - a. Balance sheet/Statement of Financial Position
 - b. Statement of Revenue and Expense/Statement of Activities
 - c. Statement of Cash Flow

A Budget Justification Worksheet format is included under the “Related Documents” tab on grants.gov.

Project Abstract Summary

Please complete and submit with your application package the Project Abstract Summary form with the following information:

- Funding Opportunity Number;
- Goals and Objectives of your proposed project;
- Summary of Project Activities;
- Performance Goals including milestones and expected outcomes;
- Who will benefit from your project.

This information will be transmitted to USASpending.gov and be viewable by the public.

Conflict of Interest Disclosure

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#), applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

(a) Applicability.

(1) 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.

(2) In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict of interest provisions in [2 CFR §200.318](#) apply.

(b) Notification.

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with [2 CFR §200.112](#).

(2) 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 Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

(c) Restrictions on lobbying. Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to [43 CFR §18](#) and [prelim@title31/subtitle2/chapter13&edition=prelim">31 USC §1352](#).

(d) Review procedures. The Financial Assistance 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.

(e) 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 §200.339](#), Remedies for noncompliance, including suspension or debarment (see also [2 CFR §180](#)).

Uniform Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribes, institutions of higher education, 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](#), in accordance with 2 CFR 200 subpart F. U.S. state, local government, federally recognized Indian tribes, institutions of higher education, 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.

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.

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”](#) form 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 with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 and 31 USC 1352 for more information on when additional submission of this form is required.

Overlap or Duplication of Effort Statement

If the project proposed in this application is funded through another Federal financial assistance award, in part or in whole, the applicant must provide a statement detailing the potential funding overlap in regards to activities, costs, or time commitment of key personnel. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted or copy of Federal financial assistance award covering activities covered under this proposal. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount. 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”

D3. Unique Entity Identifier and System for Award Management (SAM)

Identifier and System for Award Management (SAM.gov) Registration:

This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a [Unique Entity Identifier \(UEI\)](#) which replaced the Data Universal Numbering System (DUNS) number from Dun & Bradstreet in April 2022. A Federal award may not be made 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 program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Federal award recipients must also 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. **There is no cost to register with SAM.gov.** There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; **please be aware you can register and request help for free.**

Register with the System for Award Management (SAM):

Applicants can register on the [SAM.gov](#) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov “[Register with SAM](#)” page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities will be assigned a

Unique Entity Identifier (UEI). 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 made to the entity's IRS information. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications

02/04/2025

Application Due Date Explanation

Electronically submitted applications must be submitted no later than 11:59 PM, ET, on the listed application due date.

Applicants are held responsible for their proposals being submitted to the National Park Service. Applications must be received by the date and time above. Applicants are encouraged to submit the application well before the deadline.

Application preparation time may take several weeks. Start the application process as soon as possible. Applications received after the deadline will not be reviewed or considered for award. If it is determined that a proposal was not considered due to lateness, the applicant will be notified after the selection process. If you experience errors with your submission, you should ensure you retain a written copy of any help desk tickets you receive from grants.gov.

D5. Intergovernmental Review

An intergovernmental review may be required for applications submissions from a U.S. state or local government prior to submission. Applicants must contact their State's Single Point of Contact (SPOC) to comply with the state's process under [Executive Order 12372](#).

D6. Funding Restrictions

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 Service 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 to be submitted with Application.

All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year 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.
- 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.
- A [insert your organization type; U.S. states and local governments, do not use this statement] 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.”]
- 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.
- 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 Service in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- 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 Service 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 Service.

- A [insert your organization type] that is submitting this proposal for consideration under the “Cooperative Ecosystem Studies Unit Network”, which has a Department of the Interior-approved indirect cost rate cap of 17.5%. 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 per [2 CFR §1402.414](#). 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 Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service 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.

A [insert your organization type] that will charge all costs directly.

D7. Other Submission Requirements

What are Maritime Educational Projects and Programs?

1. Maritime Heritage Collections - exhibit services, curatorial services, information management services, or any other activities which serve to enhance public access, use, and appreciation for maritime heritage collections; collections may include maritime art, manuscripts, photographs or any other media which is pertinent to the understanding of the maritime heritage of the United States
2. Maritime Heritage Area Programs - projects introduce the public to and promote awareness of groups of historic maritime properties which are linked together through common historic, geographical, and cultural themes; activities focus especially on planning, developing, and interpreting maritime heritage trails, corridors, and areas
3. Maritime Field Programs - informal, hands-on activities with participatory rather than formal training that are used as the means to introduce the non-professional maritime enthusiast to various aspects of maritime history, technology, and culture; activities may include, but are not limited to, waterborne-experience programs in historic vessels and field schools designed to introduce the novice to maritime archeological resources
4. Maritime History Programs - activities necessary to establish and carry out any sort of program or activity which will facilitate an exchange of ideas and information and enhance participants' understanding and appreciation of various maritime history topics

5. Preservation of Maritime Skills - programs involving serious formalized instruction or apprenticeships that teach, in order to preserve, the traditional skills, techniques, and methodologies of maritime occupations, crafts, or art forms such as boatbuilding, sail training, woodcarving, etc.
6. Maritime Resource Replicas - activities associated with the reconstruction or reproduction of historic maritime resources to be used for educational purposes upon completion; educational activities using replicas should only be considered if the resource to be produced no longer exists or would be damaged or consumed through use
7. Minor facilities improvements - minor physical improvements which will enhance public access, use, and appreciation of existing educational facilities and exhibit spaces of maritime museums, historical societies, or other maritime heritage organizations

Please note that **acquisition or purchase of collection items is not supported by this grant program.**

Summary of Application Content Requirements

A complete application will consist of:

- Documents 1 through 4 will be available within the "Manage Workspace" page
 - Documents 5 through 7 can be found on the "Related Documents" tab within the grants.gov opportunity. You should download these documents, save and complete them, and upload the completed files into the Attachments Form (#4)
 - Documents 9, 10, and 11, if they are submitted, are also attached to the Attachments Form (#4).
1. SF-424 (Application for Financial Assistance)
 2. SF-424A (Budget Information for Non-Construction Programs) **ALL applicants must complete this form. It is mandatory.**
 3. SF-424B (Assurances for Non-Construction Programs) **ALL applicants must complete this form. It is mandatory.**
 4. Attachments Form
 5. Program Description Worksheet
 6. Budget Justification Worksheet
 7. Program Images Worksheet
 8. Indirect Cost Statement (See D6)
 9. Letters of Support (optional)
 10. Letter of Owner Consent (if applicable)
 11. Supporting documentation for merit review criterion 4. (See E1)

There is no required sequence or naming convention for attaching items to the Attachments Form.

Project Images Worksheet

- provide photos of the potential affected context/sites/districts
- photos should show current conditions and immediate threat
- photos may also be elevations, plans, or other images

- color or black-and-white photos are both accepted
- photographs should clearly show the historic maritime resource(s) and serve to illustrate the need/urgency/threat mitigated by proposed activities
- a suggested Project Images Worksheet format is included under the "Related Documents" tab on grants.gov which allows for 19 images to be uploaded in one document

Letters of Support

- Letters of support should be submitted if defining specific partner involvement, support, or matching funds. These letters **must be submitted with your application via grants.gov** as part of the attachments form. Letters received in any other manner may not be considered.
- **Please DO NOT mail or send letters of support separately** from application materials. Items sent by mail will be subject to irradiation and will be delayed and damaged in transit.
- Letters of support must be submitted **with your application**. Letters not submitted via grants.gov may not be considered.
- **Congressional letters of support should also be included with materials submitted via grants.gov.**

Letter of Owner Consent

- Due to the nature of this program, it is more likely than not that any necessary letters of owner consent will not be available at the time of application; however, if these are available at the time of application, they should be submitted with the application and signed no earlier than 90 days before the application due date
- Previous letters of owner consent will not be accepted

If being consider or selected for award, NPS reserves the right to request additional or clarifying information for any reason deemed necessary including, but not limited to:

1. other budget information
2. financial capability
3. evaluation of risk
4. name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 43 CFR 17)

E. Application Review Information

E1. Criteria

Criterion 1 - Subgrant Program Objectives

Maximum Points: 35

Description

Subgrant Program Objectives	Describe the need, urgency, and threat to significant historic maritime resources that the subgrant program and in-house projects, if any, will help mitigate, including in response to climate change adaptation and building resiliency. Define the subgrant program and what category(-ies) of historic maritime resources will be assisted by the program. If your proposal includes in-house projects, indicate which category(-ies) of historic maritime resources will be assisted by your grant. Your response should completely describe the subgrant program and also include how the subgrant program and in-house activities (as applicable) will address aspects of maritime history, technology, or culture that are significant to the maritime heritage of the United States.
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Criterion 2 - Educational Component

Maximum Points: 10

Description	
Educational Component	Describe how the proposed subgrant program demonstrates the potential for reaching a broad audience with an effective educational program. Remember: a plan for an educational component is required for both preservation and education projects. The definition of "broad audience" will be considered within the geographic and thematic context of each project.

Criterion 3 - Feasibility

Maximum Points: 30

Description	
Feasibility	Describe how the subgrant program's objectives (including in-house activities, if any) can be accomplished in a realistic and timely manner, including planned project milestones outlined in the timeline section. Your response should also address how the planned budget is reasonable to accomplish project objectives. Discuss elements in the budget justification to show that costs are necessary, reasonable, and allowable. Demonstrate how the subgrant program will be accomplished within the given timeframe (3 years) and with the given resources, while meeting all federal requirements and guidelines.

Criterion 4 - Appropriateness of Key Personnel

Maximum Points: 25

Description	
Appropriateness of Key Personnel	<p>Describe organizational experience with and ability to programmatically and financial manage a federal subgrant program and in-house project, if applicable, and support the continued monitoring of easement / covenant / preservation agreements, where required.</p> <p>Describe who will be involved in managing the subgrant project and their qualifications, attaching resumes/CVs, as applicable.</p>

E2. Review and Selection Process

Prior to award, the program 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 program may request modification to the application, other pending applications, or an active award, as needed to eliminate any duplication of effort, or the Bureau may choose not to fund the selected project.

The program 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 Bureau 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.

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the Bureau's "Financial Assistance Recipient Risk Assessment" form. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently \$250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau 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.

NPS personnel, and in some cases independent reviewers, will review all proposals. All proposals for funding will be considered using the criteria outlined above. A summary of the review panel comments may be provided to the applicant if requested.

a. Initial Review

Prior to conducting the comprehensive merit review, an initial review will be performed to determine whether: (1) the applicant is eligible for an award; (2) the information required by the NOFO has been submitted; (3) all mandatory requirements of the NOFO are satisfied; and (4) the proposed project is responsive to the program objectives of the NOFO (program determination). If an applicant fails to meet the requirements or objectives of the NOFO, or does not provide sufficient information for review, the applicant will be considered non-responsive and eliminated from further review.

b. Comprehensive Merit Review

All applications that satisfactorily pass the initial review will be eligible for the Comprehensive Merit Review. Each criteria element will be scored on the following point scale:

35/30/25/10	Superior
28/24/20/08	Good
21/18/15/06	Satisfactory
14/12/10/04	Marginal
07/06/05/02	Poor
00/00/00/00	Not Acceptable

The following numerical rating values may be assigned: 0 to 35, inclusive, depending on the total point value of the criterion. The scoring of each criterion must be based on the strengths and

weaknesses of the application narrative. To assist in assigning an appropriate score, the following will be used as a guideline:

Rating	Descriptive Statement
35/30/25/10	Superior: Applicant fully addresses all aspects of the criterion, convincingly demonstrates that it will meet the Government's performance requirements, and demonstrates no weaknesses.
28/24/20/08	Good: Applicant fully addresses all aspects of the criterion, convincingly demonstrates a likelihood of meeting the Government's requirements, and demonstrates only a few minor weaknesses.
21/18/15/06	Satisfactory: Applicant addresses all aspects of the criterion and demonstrates the ability to meet the Government's performance requirements. The Application contains weaknesses and/or a number of minor weaknesses.
14/12/10/04	Marginal: Applicant addresses all aspects of the criterion and demonstrates the ability to meet the Government's performance requirements. The Application contains significant weaknesses and/or a significant number of minor weaknesses.
07/06/05/02	Poor: Applicant addresses some aspects of the criterion and demonstrates some doubt in the likelihood of successfully meeting the Government's requirements. Significant weaknesses are demonstrated and clearly outweigh any strength presented.
00/00/00/00	Not Acceptable: Applicant does not address all aspects of the criterion and the information presented indicates a strong likelihood of failure to meet the Government's requirements.

c. Selection

The Selection Official may consider the merit review recommendation, program policy factors, and the amount of funds available to select applications for funding.

d. Discussions and Award

The Government may enter into discussions with a selected applicant for any reason deemed necessary, including, but not limited to: (1) only a portion of the application is selected for award; (2) the Government needs additional information to determine that the applicant is capable of complying with the requirements of DOI Financial Assistance Regulations, and/or (3) additional specific terms and conditions are required. Failure to satisfactorily resolve the issues identified by the Government may preclude award to the applicant.

E3. CFR – Regulatory Information

See the National Park Service's Award Terms and Conditions for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

E4. Anticipated Announcement and Federal Award Dates

The estimated award date is **June 2025**. The estimated project start date is **October 1, 2025**. As indicated, these dates are both estimations and the actual timing of award decision by the National Park Service, as well as receipt of grant agreements and the commencement of funded project work is subject to change.

F. Federal Award Administration Information

F1. Federal Award Notices

Upon being selected for the award, successful applicants will receive notification of the selection of their application for funding. NPS anticipates funding notifications to the applicants selected for award around 6 months following the application deadline. A notice of selection is not an authorization to begin performance on an agreement. This notice will detail the next steps in the awarding process. Once all clearances and reviews have been conducted, a Notice of Award will be issued to the grantee in GrantSolutions, our online grants management system.

The non-Federal Entity's proposal, including all representations of capability, proposed approaches (including those of subgrantees), and other specific undertakings upon which the non-Federal Entity was evaluated (see Section E), also shall form the basis of award. Accordingly, these are terms and conditions (see below) for which the non-Federal Entity will be held responsible.

Work cannot begin before the non-Federal entity receives a copy of the Notice of Award which contains the signature of the Financial Assistance Awarding Officer. Any pre-award costs incurred prior to the receipt of the Notice of Award or written notice provided by a Financial Assistance Awarding Officer authorizing pre-award costs, is at the applicant's own risk. A Notice of Award signed by a Financial Assistance Awarding Officer is the only authorizing document to begin performance.

Organizations whose applications have not been selected will be advised as promptly as possible.

F2. Administrative and National Policy Requirements

See the "[DOI Standard Terms and Conditions](#)" for the administrative and national policy requirements applicable to DOI awards.

Data Availability

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.315](#):

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

F3. Reporting

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 120 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. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

Annual financial reports will be submitted using the GrantSolutions platform. Upon completing evaluation of a grantee's risk, more frequent reporting may be required.

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. Final reports are due no later than 120 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.

Annual performance reports will be submitted using the GrantSolutions platform. Upon completing evaluation of a grantee's risk, more frequent reporting may be required.

Significant Development Reports

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify the Service in writing of any favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Reporting on the progress of both subgrants and in-house projects is required via an online platform. This reporting will include, but is not limited to, the name by which the grantee refers

to the project, the anticipated period of performance, the address of the property, whether the property is listed in the National Register of Historic Places, and the federal and matching share budgeted for the project.

Real Property Reports

Recipients and subrecipients are required to submit status reports on the status of real property acquired under the award 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 Bureau will include recipient-specific real property reporting requirements, including the required data elements, reporting frequency, and report due dates, in the Notice of Award when applicable.

Real property reports will only be required if acquisition is an anticipated activity. The standard approved OMB property reporting form is the SF-429. These reports shall be submitted by the recipient at least annually when the Federal Government retains interest in the property issued to the recipient through the Federal award. If the Federal Government retains interest in the land will be held for more than 15 years, then the recipient must submit the first report within one year of the Period of Performance end date and then every five years thereafter. See 2 CFR 200.330 and 2 CFR 200.1 for more information.

Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award.

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 terms and conditions 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 200.339](#) Remedies for Noncompliance, including suspension or debarment.

Reporting Matters Related to Recipient Integrity and Performance

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First and Last Name:

STLPG Staff

Address:

Washington, DC 20240

Telephone:

202-354-2020

Email:

maritime_grants@nps.gov

Email preferred for all application questions.

G2. Program Administration Contact

For **program administration assistance**, contact:

First and Last Name:

STLPG Staff

Address:

Washington, DC 20240

Telephone:

202-354-2020

Email:

maritime_grants@nps.gov

G3. Application System Technical Support

For **Grants.gov technical registration and submission, downloading forms and application packages**, contact:

Grants.gov Customer Support

Numeric Input Field: 1-800-518-4726

Support@grants.gov

For **GrantSolutions technical registration, submission, and other assistance** contact:

GrantSolutions Customer Support

1-866-577-0771

Help@grantsolutions.gov

H. Other Information

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 Service 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 Bureau 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.

Grantees will use ASAP to draw down funding. If, after an assessment of the grantee's or applicant's risk, the National Park Service determines that additional review and approval is necessary prior to drawdown, grantees may be required to submit an SF-270 and supporting documentation.