

## FY18-19 CRCP International Coral Reef Conservation Cooperative Agreements

## TABLE OF CONTENTS

I. Funding Opportunity Description	4
A. Program Objective	4
B. Program Priorities	5
C. Program Authority	10
II. Award Information	10
A. Funding Availability	10
B. Project/Award Period	11
C. Type of Funding Instrument	11
III. Eligibility Information	11
A. Eligible Applicants	11
B. Cost Sharing or Matching Requirement	12
C. Other Criteria that Affect Eligibility	14
IV. Application and Submission Information	14
A. Address to Request Application Package	14
B. Content and Form of Application	14
C. Unique Entity Identifier and System for Award Management (SAM)	26
D. Submission Dates and Times	26
E. Intergovernmental Review	27
F. Funding Restrictions	28
G. Other Submission Requirements	29
V. Application Review Information	31
A. Evaluation Criteria	31
B. Review and Selection Process	32
C. Selection Factors	34
D. Anticipated Announcement and Award Dates	36
VI. Award Administration Information	36
A. Award Notices	36
B. Administrative and National Policy Requirements	36
C. Reporting	38
VII. Agency Contacts	40
VIII. Other Information	41

## ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

## EXECUTIVE SUMMARY

Federal Agency Name(s): National Ocean Service (NOS), National Oceanic and Atmospheric Administration (NOAA), Department of Commerce

Funding Opportunity Title: FY18-19 CRCP International Coral Reef Conservation Cooperative Agreements

Announcement Type: Initial

Funding Opportunity Number: NOAA-NOS-OCM-2018-2005319

Catalog of Federal Domestic Assistance (CFDA) Number: 11.482, Coral Reef Conservation Program

Dates: Dates: Pre-applications in electronic form must be received via email at [coral.grants@noaa.gov](mailto:coral.grants@noaa.gov) by 11:59 p.m. U.S. Eastern Time on Monday, November 13, 2017. Pre-applications in paper form must be postmarked or submitted to a delivery service that provides a tracking number and receipt on or before 11:59 p.m. U.S. Eastern Time on Monday, November 13, 2017. Selected pre-applicants will be notified by Friday, January 12, 2018 of an invitation to submit a final application. Final applications by invitation only in electronic form must be received and validated through [www.grants.gov](http://www.grants.gov) by 11:59 p.m. U.S. Eastern Time, on Thursday, February 15, 2018. Final applications in paper form must be postmarked or submitted to a delivery service that provides a tracking number and receipt by 11:59 p.m. U.S. Eastern Time, on Thursday, February 15, 2018. Paper applications submitted via U.S. Postal Service must have an official postmark; private metered postmarks are not acceptable. In any event, paper applications sent by surface mail or delivery service and received more than 10 business days following the closing date will not be accepted.

When developing your submission timeline, keep in mind the following information necessary to submit a final application on Grants.gov: (1) a free annual registration process in the electronic System for Award Management (SAM) may take between three and five business days or as long as several weeks (see Section IV.F. of this Federal Funding Opportunity (FFO)), and (2) if you submit an application via Grants.gov you will receive a series of e-mail notifications for up to two business days before learning via validation or rejection whether NOAA has received your application.

Funding Opportunity Description: The NOAA Coral Reef Conservation Program (CRCP) provides matching grants for international coral reef conservation projects. CRCP solicits proposals that will support the NOAA Coral Reef Conservation Program's International Strategy

2010-2015 (International Strategy). The International Strategy focuses on supporting existing regional efforts in four priority regions based on their interconnections with U.S. reef ecosystems and existing initiatives and partnerships. The following three priority regions will be considered under this Federal Funding Opportunity: the Wider Caribbean, South East Asia and South Pacific, and Micronesia.

Funding for the Fiscal Year 2018 competition is subject to the availability of Congressional appropriations and is expected to be approximately \$600,000. NOAA expects each applicant will request between \$75,000 and \$300,000 annually for an award with a project period up to two years. Funding after the first year generally depends on future Congressional appropriations, NOAA/CRCP priorities, and recipient performance in the first year(s) of the award.

## FULL ANNOUNCEMENT TEXT

## I. Funding Opportunity Description

## A. Program Objective

Coral reefs and associated seagrass and mangrove communities are among the most complex and diverse ecosystems on earth. They support important fishing and tourism industries, protect coasts from wave and storm damage, build tropical islands, contain an array of potential pharmaceuticals, and provide essential services like food security, livelihood, and culture, among other benefits.

As shallow-water, near shore communities, coral reef ecosystems are ecologically closely linked to adjacent watersheds and are highly vulnerable to human activity. Stresses in the coral reef environment include poor water quality from runoff and inadequate sewage treatment, destructive fishing practices, sedimentation, recreational overuse and misuse, and impacts from climate change and ocean acidification.

To address these threats, Congress passed the Coral Reef Conservation Act of 2000 (Act), codified at 16 U.S.C. §§ 6401-6409, which established the NOAA Coral Reef Conservation Program (CRCP) and provided guidance for allocation of Federal funding toward efforts to conserve coral reef ecosystems in the U.S. and internationally. As required in the Act, one of the primary functions of the CRCP is to provide matching grants of financial assistance to external partners for coral reef conservation projects consistent with the Act and CRCP priorities. CRCP implements several financial assistance programs under the Act's authority, including the Coral Reef Conservation Program International Coral Reef Conservation Cooperative Agreements solicited in this announcement. More information about CRCP is available at <http://coralreef.noaa.gov/>.

NOAA has established Coral Reef Conservation Program International priorities, which were refined and redirected in 2009 to focus program investments on effectively reducing threats to coral reefs internationally. The CRCP's approach for addressing these threats is described in more detail in the NOAA Coral Reef Conservation Program International Strategy 2010-2015 (International Strategy), available at [http://coralreef.noaa.gov/aboutcrpcp/strategy/currentgoals/resources/intl\\_strategy.pdf](http://coralreef.noaa.gov/aboutcrpcp/strategy/currentgoals/resources/intl_strategy.pdf). Please refer to the Program Priorities in Section I.B. for details on the International Strategy's relevance to this funding announcement.

As directed by the Act, NOAA also issued Coral Reef Conservation Grant Program Implementation Guidelines, most recently published at 75 Fed. Reg. 48934 (Aug. 12, 2010)

and available at <http://go.usa.gov/3FT7z>. The most recent Guidelines cover 2010-2015 but their approach generally remains in effect until further notice unless otherwise stated in a NOAA CRCP funding announcement posted on Grants.gov. Please note that CRCP funding announcements will be issued only on Grants.gov, not in the Federal Register as stated in the Guidelines, and the Department of Commerce Pre-Award Notice referenced in the Guidelines is updated as described in Section VI.B. of this FFO.

In Fiscal Year 2018, the CRCP intends to initiate new awards in the following funding categories:

- 1) CRCP Domestic Coral Reef Conservation Grants; and
- 2) CRCP International Coral Reef Conservation Cooperative Agreements.

All of the information in this funding opportunity announcement pertains only to the International Coral Reef Conservation Cooperative Agreements funding category.

#### B. Program Priorities

In FY 2018, the CRCP will accept applications for cooperative agreements of up to a two-year project period focused on building international capacity for the effective ecosystem-based management of coral reef ecosystems. Priority will be given to proposals that support the International Strategy available at [https://docs.lib.noaa.gov/noaa\\_documents/CoRIS/intl\\_strategy\\_2010-2015.pdf](https://docs.lib.noaa.gov/noaa_documents/CoRIS/intl_strategy_2010-2015.pdf)

CRCP's international efforts focus on strategic goals, objectives, regions, and specific coral reef conservation activities where the CRCP can have the greatest impact while building on NOAA strengths, partnerships, resources, and expertise.

Depending on the availability of funds, CRCP intends to support cooperative agreements in each of three priority regions: the Wider Caribbean, South East Asia and South Pacific, and Micronesia, through this competition. To be competitive, a proposal should effectively address (1) the priority Goals and Objectives of the CRCP International Strategy for this competition, (2) guidance specific to the targeted priority region, and (3) general policies applicable to all applications, as described below. Note that some International Strategy Objectives were not included below intentionally as they are not considered priorities for this funding competition.

1. International Strategy Goals and Objectives. The four broad Goals of the CRCP International Strategy are to:

- (a) Work with regional initiatives to build Marine Protected Area (MPA) networks and strengthen local management capacity to improve and maintain resilience of coral reef ecosystems and the human communities that depend on them;

(b) Develop and implement tools and practices to more effectively observe, predict, communicate, and manage climate change impacts in priority international locations;

(c) Strengthen local and national capacity and policy frameworks to reduce impacts of fishing on coral reef ecosystems; and

(d) Strengthen policy frameworks and institutional capacities to reduce impacts to coral reef ecosystems from pollution due to land-based activities.

Within these goals, the following Objectives are the focus of this competition (proposals that address multiple goals of the Strategy will be evaluated more effectively to meet the application evaluation criteria):

Goal 1. Objective I1.2: Develop and implement comprehensive long-term capacity building programs for existing MPAs, based on capacity assessments to provide training, technical assistance, and follow-up support specifically for:

- a. management planning and effectiveness evaluations;
- b. community engagement program development;
- c. integrated biophysical and socioeconomic monitoring linked to site management goals, including data analysis and interpretation;
- d. use of climate change tools and crisis response planning; and
- e. other topics as needed.

Goal 1. Objective I1.3: Increase local enforcement capacity to improve compliance with MPA regulations and conservation-oriented customary practices.

Goal 1. Objective I1.4: Support the development of sustainable finance tools and site implementation of sustainable finance plans to ensure long-term support for conservation efforts.

Goal 1. Objective I1.5: Use regionally appropriate biophysical and socioeconomic monitoring and evaluation protocols to:

- a. establish baselines and detect changes over time in an adaptive management framework; and
- b. identify priority sites for conservation and assess community support for designation of new MPAs and MPA networks.

Goal 2. Objective I2.1: Collaborate with global partners to broaden the international delivery of coral bleaching prediction and warning tools and improve the science and technology for predicting climate impacts on global coral reef ecosystems.

Goal 2. Objective I2.2: Expand observing networks to identify and monitor priority coral reef areas that are especially resilient or vulnerable to climate change.

Goal 2. Objective I2.3: Develop international case studies on impacts of climate change and ocean acidification in order to encourage global greenhouse gas reductions and to encourage greater incorporation of climate change impacts on coral reefs into future global assessments.

Goal 2. Objective I2.4: Build local capacity to test, implement and evaluate management strategies to respond to climate change impacts.

Goal 3. Objective I3.1: Provide support and technical assistance to strengthen fisheries policy, governance and regulatory measures at national and regional levels to foster an ecosystem-based approach to fisheries management.

Goal 3. Objective I3.2: Facilitate local cooperative enforcement partnerships and socioeconomic monitoring to address community concerns and to assess and improve compliance with sustainable fishing regulations and customary practices.

Goal 4. Objective I4.1: Support national-level and regional initiatives to identify priority coral reef areas threatened by pollutants and assess pollutant sources to those areas.

Goal 4. Objective I4.2: Collaborate with U.S., regional and local partners to develop and implement coastal and watershed management plans to reduce land-based pollution.

Goal 4. Objective I4.3: Support national-level and regional initiatives to determine gaps in policy and legislation preventing the effective management of land-based pollutants.

2. Regional Guidance. In addition, proposals should address policies specific to the targeted priority region. Proposed projects must fall under one of three categories: (a) Wider Caribbean, (b) Micronesia or (c) South East Asia and South Pacific.

(a) Wider Caribbean Management Capacity Proposals: Applicants with projects involving Wider Caribbean Management Capacity must take into account the following NOAA-Gulf and Caribbean Fisheries Institute Assessment at the Caribbean Marine Protected Area

Management Network and Forum (CaMPAM) web site, "A Management Capacity Assessment of Selected Coral Reef Marine Protected Areas in the Caribbean" (NOAA-GCFI Assessment), which can be found at <http://campam.gcfi.org/CapAssess/CaMPAMCapacityAssessment2011.pdf>. Accordingly, competitive applications would address the following region-specific approaches:

(1) Proposed activities must take place in at least two (2) of the following countries and/or territories: Bahamas; Belize; British Virgin Islands; Grenada; Honduras; Mexico; Saba and St. Eustatius; St. Lucia; St. Vincent and the Grenadines; and Turks and Caicos Islands; and

(2) Activities proposed for each MPA must directly address at least two Management Capacity Priority Needs identified for that MPA in the NOAA-GCFI Assessment.

(3) Proposed activities must take place in a minimum of three (3) of the following 27 MPA sites, which are addressed by the CaMPAM Assessment:

Bahamas: Andros Barrier Reef National Park; Pelican Cay Land and Sea Park; South Berry Islands Marine Reserve

Belize: Half Moon Caye and Blue Hole Natural Monuments; Port Honduras Marine Reserve; South Water Caye Marine Reserve

British Virgin Islands: Hans Creek Fisheries Protected Area; Horseshoe Reef Fisheries Protected Area; Wreck of the Rhone Marine Park

Grenada: Molinière/Beauséjour Marine Protected Area; Sandy Island - Oyster Bed Marine Protected Area

Honduras: Monumento Natural Marino Archipiélago Cayos Cochinos; Zona de Protección Especial Marina Sandy Bay; Zona de Protección Especial Marina Turtle Harbour/Rock Harbour

Mexico: Parque Nacional Arrecife Alacranes; Parque Nacional Arrecifes de Xcalak; Parque Nacional Costa Occidental de Isla Mujeres Punta Cancún y Punta Nizuc

Saba and St. Eustatius: Saba Marine Park; St. Eustatius National Marine Park

St. Lucia: Pitons Management Area; Point Sable Environmental Protection Area; Soufriere



## Marine Managed Area

St. Vincent and the Grenadines: South Coast Marine Park; Tobago Cays Marine Park

Turks and Caicos Islands: Columbus Landfall National Park; Princess Alexandra Land and Sea National Park; West Caicos Marine National Park.

(b) Micronesia: To be competitive, applications for Cooperative Agreements in Micronesia should include two or more countries and address at least two International Strategy goals and at least two of their corresponding objectives. The proposed project/s may include: 1) management planning and effectiveness evaluations; 2) community engagement program development; 3) integrated biophysical and socioeconomic monitoring that will inform decision makers; and 4) communication to the public, stakeholders and policy makers about project impacts and lessons learned on coral reef conservation. Applicants should describe how they intend to work closely with policy/decision makers and other relevant stakeholders to ensure that, to the greatest extent possible, the information is considered when making decisions about coral reef conservation.

(c) South East Asia and South Pacific community-based marine management: Applicants with projects involving community-based marine managed areas should address Goal 1 Objectives 1.2 and 1.3 of the international strategy, include local communities in planning and implementation of project activities, and promote national or trans-national networks of locally- and/or community-based marine managed areas in any of the following countries in the South East Asia and South Pacific regions: Cook Islands, Federated States of Micronesia, Fiji, Indonesia, Kiribati, Malaysia, Nauru, Niue, Palau, Papua New Guinea, Philippines, Republic of the Marshall Islands, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu, Vanuatu. Proposals that contribute to only one locally managed marine area will not be considered.

(3) ALL proposals should include evidence of engagement from each country's key government agencies in the implementation of the cooperative agreement through a letter of support from each affected country's government agency responsible for planning and/or management of coastal and marine resources. If the letter cannot be obtained by the pre-application deadline, describe the reason and name the government official who has certified that they will sign one for the final application stage. The letters should be attached to the final application in grants.gov.

NOAA CRCP does not allow NOAA employees or associates to assist in writing an application or otherwise provide an unfair advantage to applicants in this competitive

program. If a letter of support from NOAA staff or associates is included, it will not be considered. If an applicant proposes to collaborate with specific NOAA programs or staff, however, the applicant may include a statement from NOAA staff verifying that they would collaborate with the project applicant if the project receives an award, confirming the degree and nature of the collaboration, and acknowledging the utility of the proposed work. Such specific collaboration does not confer any competitive advantage on the application; applicants may propose general collaboration with NOAA or not mention collaboration in a project, or NOAA may propose collaborating on a project in funding negotiations or an award offer. Federal agencies are not eligible to receive Federal assistance under this announcement, including travel or salary costs, without specific statutory authority. Refer any questions about application procedures, proper completion of forms, the selection process, and potential collaboration or support by NOAA or non-NOAA Federal employees or contractors to the official listed in Agency Contacts, Section VII. of this FFO.

### C. Program Authority

Authority for NOAA Coral Reef Conservation Program is provided by Section 6403 of the Coral Reef Conservation Act, 16 U.S.C. 6401-6409.

## II. Award Information

### A. Funding Availability

Anticipated funding for International Coral Reef Conservation Cooperative Agreements is approximately \$600,000 in FY 2018 and approximately \$600,000 in FY 2019 and is subject to funding availability for both years.

For Cooperative Agreements in the Wider Caribbean and Micronesia with a project period of up to two years, NOAA expects proposals between the range of \$75,000 and \$300,000 for Year 1 and between the range of \$75,000 and \$300,000 for Year 2. NOAA anticipates funding two to four awards in FY 2018, subject to the policies described below in Section II.B., Project/Award Period and Multi-Year Funding.

Publication of this announcement does not obligate NOAA to establish any specific partnership or to obligate available funds for partnership activities. There is no guarantee that funds will be available to make awards for this federal funding opportunity or that any proposal will be selected for funding. If an applicant incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, the applicant does so at its own risk of not receiving an award or of these costs not being included in a subsequent award. Applicants must not include proposal preparation costs within the project application budget,

and NOAA and DOC will not be responsible for proposal preparation costs in any circumstance or any other costs if this program fails to receive funding.

#### B. Project/Award Period

Pre- and final applications should use an anticipated start date of October 1, 2018. The period of performance for projects in this program is ordinarily up to 24 months. NOAA anticipates multi-year or incremental funding, that is, funding for approved projects will usually only be provided for the amount budgeted for the first year of the program, and NOAA has no obligation to provide any additional funding in connection with that award. Continuation of an award to increase funding or extend the period of performance is at the sole discretion of NOAA. Continued funding is contingent upon satisfactory performance, continued relevance to the CRCP mission and priorities, and the availability of funds.

#### C. Type of Funding Instrument

Successful applicants will enter into a cooperative agreement with NOAA's Coral Reef Conservation Program as described under the terms of this document. Federal cooperative agreements are different from traditional grants in that they allow for 'substantial federal involvement' in the planning and implementation of funded projects. Substantial involvement on the part of NOAA may include the collaboration and participation of NOAA Federal Program Officers and/or NOAA staff in project development, planning and implementation; technical monitoring of award activities beyond ordinary stewardship; and coordination of funded projects with other CRCP-funded efforts as needed. Applications should be written with the understanding the project will be a cooperative agreement. As the Federal government will be substantially involved in the project; applicants may suggest anticipated Federal roles and responsibilities in their proposals. Applicants tentatively selected for potential funding are expected to discuss how the CRCP might be involved in the project after during project negotiations. Additional information about substantial involvement is described in Section 5.C. of the Department of Commerce Grants and Cooperative Agreements Manual, currently available at [http://www.osec.doc.gov/oam/grants\\_management/policy/](http://www.osec.doc.gov/oam/grants_management/policy/).

### III. Eligibility Information

#### A. Eligible Applicants

Eligible applicants are institutions of higher education, non-profit organizations, non-U.S. government natural resource management agencies, foreign public entities and foreign organizations, and for-profit organizations. An eligible organization may include proposed sub-recipients, contractors, or other collaborators, which may include governmental

authorities, effectively forming a team.

Federal agencies and employees may participate in projects as collaborative project partners at the agency's expense, as this announcement does not cover their funding. Federal agencies' and employees' in-kind services and equipment are generally not allowed as part of an applicant's match on shared costs. If an applicant proposes federal agency collaborators, applicants should provide detail on the expected level of federal engagement in the application. Examples might include, but are not limited to partnership services; serving in a review capacity; or participating in priority task teams, working groups, or leadership teams.

Proposals are expected to target the following specific countries:

1) For proposals that address the NOAA-GCFI Assessment, projects must be conducted in at least two of the following Non-US countries and territories of the Wider Caribbean: Bahamas, Belize, British Virgin Islands, Grenada, Honduras, Mexico, Saba and St. Eustatius, St. Lucia, St. Vincent and the Grenadines, and Turks and Caicos Islands. For eligible MPA sites in each country please refer to the above Section B., Program Priorities.

2) Proposals for the South East Asia and South Pacific regions must be conducted in one or more of the following countries: Cook Islands, Federated States of Micronesia, Fiji, Indonesia, Kiribati, Malaysia, Nauru, Niue, Palau, Papua New Guinea, Philippines, Republic of the Marshall Islands, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu, and Vanuatu.

3) For Micronesia proposals, the project must only be conducted in all of the following independent countries under compacts of free association with the United States: the Republic of the Marshall Islands; the Republic of Palau; and the Federated States of Micronesia.

#### B. Cost Sharing or Matching Requirement

NOAA CRCP financial assistance awards are subject to statutory and regulatory matching fund policies. Federal funds for any coral conservation project under 16 U.S.C. § 6403(b) may not exceed 50 percent of the total cost of the award. Therefore, any coral conservation project under this Grant Program requires a 1:1 contribution of non-Federal matching funds.

“Cost sharing or matching” is defined by 2 C.F.R. § 200.29 as “the portion of project costs not paid by Federal funds (unless otherwise authorized by Federal statute).” Any shared costs or matching funds and all contributions, including cash and third party in-kind contributions of property and services, will be accepted as part of an applicant's cost sharing

or matching when the contributions meet the criteria listed in 2 C.F.R. § 200.306(b). That is, the contributions: (1) Are verifiable from the non-Federal entity's records; (2) Are not included as contributions for any other Federal award; (3) Are necessary and reasonable for accomplishment of project or program objectives; (4) Are allowable under Subpart E—Cost Principles of this part; (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs; (6) Are provided for in the approved budget when required by the Federal awarding agency; and (7) Conform to other provisions of this part, as applicable. Contributions can come from a variety of public and private sources and can include third party in-kind goods and services such as private boat use and volunteer labor. In addition, applicants are permitted to combine contributions for allowable costs from multiple non-Federal partners in order to meet the 1:1 match requirement, consistent with the standards described in 2 C.F.R. § 200.306.

Applicants should specify the source(s) of match in the budget narrative and may provide or be asked to provide letters of commitment to confirm stated match contributions. Applicants whose proposals are selected for funding will be bound by the percentage of cost sharing reflected in the award document signed by the NOAA Grants Officer. Applicants must be prepared to carefully document matching contributions for each project selected for funding. Valuation of proposed cost sharing is described in 2 C.F.R. § 200.306(d)-(k).

Applicants may choose to designate part or all of their Federally-negotiated indirect costs as match. This may be convenient because the valuation of such costs has already been Federally-approved and documentation is readily available. Refer to the “Indirect Costs” policies in Section IV.B.3. of this FFO.

The NOAA Administrator or designee may waive all or part of the matching requirement if the Administrator determines that the project meets the following two requirements identified in 16 U.S.C. § 6403(b)(2):

- 1) No reasonable means are available through which an applicant can meet the matching requirement, and
- 2) The probable benefit of such project outweighs the public interest in such matching requirement.

In the case of a waiver request, the applicant should provide a detailed justification explaining the need for the waiver including attempts to obtain sources of matching funds, how the benefit of the project outweighs the public interest in providing match, and any

other extenuating circumstances preventing the availability of match. Match waiver requests including the appropriate justification should be submitted as part of the final application package. Please address all waiver requests to Jennifer Koss, CRCP Manager, NOAA National Ocean Service, 1305 East West Highway, 10th Floor, SSMC4, N/ORM, Silver Spring, MD 20910.

#### C. Other Criteria that Affect Eligibility

This section is intentionally left blank.

### IV. Application and Submission Information

#### A. Address to Request Application Package

The standard SF-424 application package is available at <http://www.grants.gov>. For a preview and to submit a paper application, these forms can be accessed at <http://www.grants.gov/web/grants/forms/sf-424-family.html#sortBy=1>. The pre-application does not require the federal forms. Final applications with the federal forms will be received by invitation only and must include the Federal financial assistance forms SF 424, SF4 24A, SF 424B, and CD 511. For such invited final applicants unable to access the application package, it may be requested by contacting Scot Frew, NOAA/OCM Coral Reef Program, 1305 East West Highway, 10th Floor, N/OCM6, Silver Spring, MD 20910, Phone: 240-533-0774 or e-mail: [Scot.Frew@noaa.gov](mailto:Scot.Frew@noaa.gov).

#### B. Content and Form of Application

The application process of this FFO requires a pre-application, and some applicants will be invited to submit a final application. Each pre-application and final application submitted in response to this FFO must be written in English and include the following information:

1. A one-page coversheet that includes:
  - a. Short title of the proposed Cooperative Agreement project and requested start date;
  - b. Applicant organization name, address, phone number and classification (nonprofit, university, government, etc.);
  - c. Principal investigator responsible for conducting the project and their contact information;
  - d. The applicant organization Authorized Representative and their contact information including address, phone and fax numbers, and e-mail address;

e. Grant Program category: CRCP International Coral Reef Conservation Cooperative Agreements;

f. Geographic locations of the project and the site names;

g. Amount of grant funds requested per year (FY2018 and FY2019);

h. Amount of matching funds provided per year (FY2018 and FY2019); and

i. One paragraph project summary emphasizing the project objectives and activities.

## 2. Proposal Narrative

Each pre- and final application narrative should clearly describe the proposed work including the budget narrative in 30 pages or less in 12-point font with one inch margins on all four sides, excluding attachments/appendices (letters of support, resumes, maps, appendices, and support documents), which should not exceed 30 pages in total. The title page and table of content will not count towards the project description 30-page limit. Project descriptions that exceed the 30-page limit will be shortened by removing pages at the end of the proposal narrative (see element 3 of the component section below) before it is forwarded to merit reviewers for evaluation. Pages excised from lengthy applications will not be reviewed or considered. Applications that are incomplete, unclear, or contain numerous typographical errors may not be understood effectively by reviewers, resulting in lower evaluation scores, so applicants are advised to review their application materials closely before they are submitted to the agency for consideration.

Appendices should be limited to materials that directly support the main body of the proposal (e.g., resumes, references, lists of relevant work products or reports, detailed methodologies, data sources, detailed budget information, letters of collaboration, letters of support, lists of data sources, and maps). Applicants should paginate their proposal and any appendices. Appendices should not total more than 30 total pages. Federal Financial forms (for the final application) and National Environmental Policy Act (NEPA) information, and other information provided (e.g., Negotiated Indirect Cost Rate Agreement) to complete the federal forms can be separately submitted or combined and submitted in one PDF document without counting towards the appendix page limit or the proposal page limit.

Please keep in mind that the total electronic file size of the proposal narrative and attachments/appendices combined shall not exceed 5 megabytes. Files that are larger than

five megabytes may not be properly downloaded, uploaded, or received by the agency or the reviewers. Acceptable electronic formats for narratives, attachments, and images are limited to Adobe Acrobat (.PDF), or Microsoft Word files. Applicants should not submit images like JPG files, which may not be fully compatible with electronic systems in use. Files that cannot be opened or downloaded will not be reviewed and NOAA will not review content that exceeds the page limits. Paper pre- and final applications should not be bound or stapled, but can be bundled, for example, by rubber bands or binder clips. All pre- and final applications and attachments must be written in English. Letters of support in other languages should be accompanied by English language translations. In addition to the cover sheet, each pre- and final application should include the following elements in order to be competitive:

a. International Strategy: The specific NOAA CRCP International Strategy goals and objective addressed by the Cooperative Agreement;

b. Justification for proposed activities: The proposal narrative should describe each of the discrete projects or tasks proposed in the application. Sufficient detail should be provided to enable reviewers to evaluate the relevance and applicability of proposed work to program priorities described in Section I.B of this announcement; to determine the technical/scientific merit of the proposed work; to adequately review the qualifications of the applicants; and to assess whether the proposed scope of work raises any concerns with regard to federal policy considerations, such as those related to the National Environmental Policy Act, Endangered Species Act, Historic Preservation Act, and Marine Mammal Protection Act.

Applicants should clearly describe how each activity or project will directly benefit the coral reef management efforts of the countries' agencies and identify how the proposal fits into applicant and government strategy for site management. All projects funded through this competition are expected to result in tangible improvements in the condition of coral reef ecosystems and to increase benefits to stakeholders who depend on them for income, safety and security. To achieve this outcome, applicants should specify the activities they will undertake as well as the specific outputs and products that are expected to result from funded proposals. Specific outputs may include: Support to management authorities in the form of management plans, legislation, regulations or policies, best management practices, communication and outreach tools, and/or applied research aimed at enhancing local capacity to conserve coral reef resources.

Applicants should describe their past experience in the selected sites or countries and whether there are any environmental conservation agreements in place with the local partners and government authorities. It is strongly recommended that applicants collaborate



with local government authorities in the project design and preparation of the application.

c. Proposal Goals and Objectives: what the application seeks to accomplish;

d. Implementation strategy (methods and activities in relation to Proposal Goals and Objectives): if any bio-physical and/or socio-economic monitoring activities are proposed, the description should include details of proposed methodologies.

The pre- and final applications may describe proposed substantial involvement with NOAA. The grantee should expect substantial agency collaboration, participation, and/or intervention in project performance. Substantial involvement exists when: responsibility for the management, control, direction, or performance of the project is shared by the assisting agency and the grantee; or the assisting agency has the right to intervene (including interruption or modification) in the conduct or performance of project activities.

e. Timetable: A task timetable with interim benchmarks linked to clearly defined work products or objectives;

f. Local needs: A paragraph that describes how the proposal will address relevant local management needs in the project area. It should include a clear means to incorporate the results into management needs of the agencies with authority over coral reef ecosystems in the project location;

g. Outcomes: A table with a column for project outcomes and another column for their corresponding concrete outputs/products; NOAA will track these to ensure that they are appropriate for public dissemination;

h. Partner justification and roles: Evidence of support for the project from the local management authority where the work is conducted at specific sites must indicate that the project supports local management objectives. In those cases where training is proposed, indication that participants will apply these techniques at their local sites is requested. To be competitive, an application should include evidence of coordination with relevant national and regional project partners, including a list of agencies consulted in developing the proposal and assurances that any necessary permits will be secured prior to the use of U.S. Federal funds. If the applicant is not a regional organization (involving two or more countries), please include evidence of support from a regional organization that has a working relationship and demonstrated experience working with the local government authorities that manage the marine areas addressed;

i. Evaluation method: A methodology to evaluate the success of the cooperative agreement activities;

j. Qualifications: Summary description of the qualifications of the individuals and principal investigators who will conduct the cooperative agreement;

k. Permits and Approvals: Applicants are expected to design their proposals so that they minimize the potential adverse impact on the environment. It is the responsibility of the applicant to obtain all necessary federal, state, and local government permits and approvals for the proposed work. Applicants must provide a list of all known permits that will be required to perform the proposed work and an indication of the status of any permits needed (e.g., not yet applied, permit application submitted/pending, permit granted, etc.) or a statement indicating that no permits are necessary. You should include this required element even if permits are not required.

Failure to apply for and/or obtain federal, state, and local permits, approvals, letters of agreement, or failure to provide environmental analyses where necessary (i.e., NEPA and environmental assessment) will delay or prevent the award of funds for projects that have been preliminarily selected for funding.

For work proposed within National Marine Sanctuaries, National Parks, National Seashores, and other federally designated managed areas, it is the responsibility of the applicant to request and obtain any necessary permits or letters of agreement from the appropriate government agencies prior to commencement of an award. For applicants who propose to conduct research or monitoring activities that may affect any coral species that are listed under the Endangered Species Act, you will likely need an Endangered Species Act Section 10(a)(1)(A) permit. For more information see:  
<http://www.nmfs.noaa.gov/pr/permits/corals.htm>.

l. Other submissions: The pre- and final applications should also state in the Project Narrative or supporting material whether the project has been submitted for funding consideration elsewhere.

m. Revisions: In final applications only, invited applicants are expected to respond to any recommendations and comments NOAA may provide.

### 3. Budget Narrative

In order to allow reviewers to evaluate the appropriateness of all costs, applications should

include a detailed budget narrative and a budget justification broken out by individual task. The budget narrative submitted with the final application should match the dollar amounts included on all required forms and clearly link to the project narrative. Please explain each calculation and provide a narrative justification to explain expenditures for each budget category. The budget narrative should describe, by category of expenditure, the total funding needed to accomplish the objectives described in the project narrative for the entire award period. Please explain how categorical costs are derived in sufficient detail to enable reviewers to determine if costs are 'allowable and reasonable' according to the cost principles referenced in 2 CFR 200, Subpart E. Budget narrative categories should correspond to the standard object class categories listed in Section B of the SF-424A. For additional details, please review the budget guidance provided at:[http://www.ago.noaa.gov/grants/docs/gmd\\_budget\\_narrative\\_guidance\\_-\\_05-24-2017\\_final.pdf](http://www.ago.noaa.gov/grants/docs/gmd_budget_narrative_guidance_-_05-24-2017_final.pdf). Applicants should include detailed budget information regarding all known contracts and subawards, and indicate the basis for the cost and price estimates in the narrative. Describe activities to occur or products or services to be obtained and indicate the applicability or necessity of each to the project. Each subaward should include form SF-424A. Detailed budget information includes:

- Name of identified qualified subrecipient or contractor, affiliation, contact information, and method of selection. For “to be determined,” describe plans for selection.
- Period of Performance. Include the dates for the performance period. If it involves a number of tasks, include the performance period for each task.
- Scope of Work. List and describe the specific activities or tasks to be performed.
- Criteria for Measuring Accountability: Include an itemized line item breakdown as well as total contract/award amount. If applicable, include any indirect costs paid under the contract/award and the indirect cost rate used.
- Itemized Budget. Include categories used in program budget for subrecipients or cost-based contractors. If applicable, include any direct cost paid under the subaward or contract and the indirect cost rate used.

All subawards and contracts must be made consistent with the requirements of 2 CFR 200.330-200.332 for subawards, and 200.317-200.326 for procurements.

For any equipment, a description of the item and associated costs or price is required, including a description of how it will be used in the project. Note that equipment is defined as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$5,000. See 2 CFR 200.33 Equipment, 2 CFR 200.313, and 2 CFR 200.317-326.

The cost or price, purpose, and method of selection for identified and planned acquisition contracts should be thoroughly justified in the Budget Narrative. Describe products or services to be obtained and indicate the applicability or necessity of each to the project. Procurements are subject to policies described in 2 CFR 200.317 - .326. For “to be determined,” describe plans for selection.

The budget narrative should also provide, to the extent possible, detailed information on travel, including costs, a description of anticipated travel, destinations, the number of travelers, and a justification of how the requested travel is directly relevant to the successful completion of the project. If actual trip details are unknown, applicants should state the basis for the proposed travel charges. Applicants should allocate travel funds for any coordination meetings at regional or national levels.

If a foreign air carrier is anticipated to be used for any portion of travel, prior approval is required under the DOC Financial Assistance Standard Terms and Conditions, Section G.05.c., <https://go.usa.gov/xRW4Rt>, and therefore, such travel should be included in the proposal to avoid having to request prior approval after the project starts. Applicants may factor in travel costs for participation in an annual NOAA Grants Management Division (GMD) workshop for recipients.

FOR THE FINAL APPLICATION, Federal forms from the SF-424 Form family (<http://www.grants.gov/web/grants/forms/sf-424-family.html#sortBy=1>) should include the following forms as applicable:

- Application for Federal Assistance: Form SF-424 (7/03 version or newer)
- Budget Information for Non-construction Programs: Form SF-424A (prior to award, a Form SF-424A for each year of funding will be required)
- Assurances for Non-construction Programs: Form SF-424B
- Certification Regarding Lobbying: Form CD-511
- SF LLL, only if applicable

Applicants requesting Federal funding in this program must submit a copy of SF-424, 'Application for Federal Assistance'. If a hard copy final application is submitted, it must be signed and dated by the organization's authorized representative, and used as the cover page for the final application. An electronic signature and date stamp will automatically be included on SF-424 forms submitted via Grants.gov.

Standard Form 424A (SF-424A): Budget Information for Non-construction Programs (please include a separate form for each year of funding and for each proposed sub-award of

\$25,000 or more). Applicants are required to submit a SF-424A Budget Form to summarize the budget for the proposed scope of work. The first column of Sections A and B shows the federal funds requested, while the second column of Sections A and B shows the non-federal matching funds provided for the project. Total award funding is shown in the final column of Section B. Non-federal funding is broken out by source in Section C. Forecasted cash needs in Section D should be inclusive of all funding for the project. Federal and non-federal funds should be expended at a similar rate throughout the course of the project. Section E may be left blank. Section F summarizes the direct charges in line 21 and lists the indirect charges requested; please show the rate used in line 22. Please note that completion of the SF-424A form as described above represents NOAA's preference and may not be consistent with the instructions that accompany the SF-424A form. All budget figures should match the funding requested on the application cover sheet and correspond with the descriptions contained in the project and budget narratives.

All subawards should also be accompanied by a separate SF-424A form to fully document the proposed subaward budget.

#### Standard Form 424B (SF-424B): Assurances for Non-Construction Programs

Applicants are required to submit a signed SF-424B, 'Assurances for Non-Construction Programs'.

#### Form CD-511: Certification Regarding Lobbying

Applicants are required to submit a Form CD-511, 'Certifications Regarding Lobbying'.

#### Negotiated Indirect Cost Rate Agreement (if applicable)

The proposed budget may include an amount for indirect or Facilities and Administrative costs if the applicant has an established indirect cost rate with the federal government. Indirect costs are essentially overhead costs for basic operational functions (e.g., utilities, rent, and insurance) that are incurred for common or joint objectives and, therefore, cannot be identified specifically within a particular project. See 2 CFR 200.56 -57 and 200.412-415.

A copy of the current, approved negotiated indirect cost agreement with the federal Government should be included with the application package. If an award recipient has never established an indirect cost rate with any federal agency, the recipient may request to use the de minimis rate described at 2 CFR 200.414. Non-federal entities that have never received a negotiated indirect (F&A) cost rate elect to charge a de minimis rate at 10% of modified total direct costs (MTDC). The de minimis indirect cost rate should be used for all federal awards. Non-federal entities may use this rate indefinitely, but may choose to negotiate an indirect (F&A) cost rate at any time. This de minimis rate option is not available

to state and local governments, and Indian tribes.

If the applicant does not have a current negotiated rate and plans to establish a new negotiated indirect cost rate agreement, documentation necessary to establish a rate must be submitted within 90 days of receiving an award. See Section IV.E for more information on indirect cost rates and establishing a new indirect cost rate with the DOC.

In addition to the standard elements described above, applicants may upload additional supporting documentation, such as the resumes and qualifications of applicants, and letters of support or statements of collaboration, by using the 'Optional Form' box under 'Other Attachments' in Grants.gov during the application submission process.

For applications submitted in electronic format, acceptable formats are limited to Adobe Acrobat (.PDF) or Microsoft Word files.

**MATCHING FUNDS:** Intended sources of cost sharing or matching funds and whether they have been secured should be described in the pre- and final application. Final applications for invited pre-applicants whose pre-applications are recommended for funding should include letter(s) of commitment to provide cost share from the organization(s) providing matching funds or third party in-kind contributions. Refer to Section III.B. Cost Sharing or Matching Requirement, for more information.

#### 4. Data Sharing Plan

a. Environmental data and information collected or created under NOAA grants or cooperative agreements must be made discoverable by and accessible to the general public, in a timely fashion (typically within two years), free of charge or at no more than the cost of reproduction, unless an exemption is granted by the NOAA Program. Data should be available in at least one machine-readable format, preferably a widely-used or open-standard format, and should also be accompanied by machine-readable documentation (metadata), preferably based on widely used or international standards.

b. Proposals submitted in response to this Announcement must include a Data Management Plan of up to two pages describing how these requirements will be satisfied. The Data Management Plan should be aligned with the Data Management Guidance provided under (d) below. The contents of the Data Management Plan (or absence thereof), and past performance regarding such plans, will be considered as part of proposal review. A typical plan should include descriptions of the types of environmental data and information expected to be created during the course of the project; the tentative date by which data will

be shared; the standards to be used for data/metadata format and content; methods for providing data access; approximate total volume of data to be collected; and prior experience in making such data accessible. The costs of data preparation, accessibility, or archiving may be included in the proposal budget unless otherwise stated in the Guidance. Accepted submission of data to the NOAA National Centers for Environmental Information (NCEI) is one way to satisfy data sharing requirements; however, NCEI is not obligated to accept all submissions and may charge a fee, particularly for large or unusual datasets.

c. Proposal writers are hereby advised that the final pre-publication manuscripts of scholarly articles produced entirely or primarily with NOAA funding will be required to be submitted to NOAA Institutional Repository after acceptance, and no later than upon publication. Such manuscripts shall be made publicly available by NOAA one year after publication by the journal.

NOAA's Administrative Order on the Management of Environmental Data Management and Information is available under:

[http://www.corporateservices.noaa.gov/ames/administrative\\_orders/chapter\\_212/212-15.html](http://www.corporateservices.noaa.gov/ames/administrative_orders/chapter_212/212-15.html)

Principal Investigators should indicate how and when they have made their data accessible and usable by the community in the past.

More information about the NOAA Data Sharing Policy is available on NOAA's Environmental Data Management Committee website at:  
[www.nosc.noaa.gov/EDMC/PD.DSP.php](http://www.nosc.noaa.gov/EDMC/PD.DSP.php)

d. Data Management Guidance to Proposal Writers

Responsible NOAA Official for questions regarding this guidance and for verifying accessibility of data produced by funding recipients: Scot Frew, Federal Program Officer, NOAA Coral Reef Conservation Program, [Scot.Frew@noaa.gov](mailto:Scot.Frew@noaa.gov), 240-533-0774.

Data Accessibility: The NOAA Coral Reef Conservation Program requires that public access to grant/contract-produced data be enabled. Funding recipients are expected to submit data to NOAA National Centers for Environmental Information (NCEI), which will provide public access and permanent archiving. The NOAA Program has held preliminary consultation with NCEI regarding these pending data.

Technical Recommendations: The NOAA Coral Reef Conservation Program is not offering specific technical guidance. Proposals are to describe their proposed approach. Use of open-standard formats and methods is encouraged.

Resources: NOAA Coral Reef Conservation Program resources for data sharing or archiving have already been identified; proposals should not include such costs (unless data volume is expected to exceed 20GB).

NOAA may, at its own discretion, make publicly visible the Data Management Plan from funded proposals, or use information from the Data Management Plan to produce a formal metadata record and include that metadata in a Catalog to indicate the pending availability of new data.

#### 5. National Environmental Policy Act and Environmental Compliance

NOAA will analyze the potential environmental impacts of highly meritorious projects or proposals to ensure fulfillment of the National Environmental Policy Act (NEPA).

After the application is submitted, NOAA may require additional information to fulfill NEPA and other compliance requirements. If NOAA determines that an environmental assessment is required, applicants may also be requested to assist in drafting the assessment. Applicants may also be required to cooperate with NOAA in identifying and implementing feasible measures to reduce or avoid any identified adverse environmental impacts of their proposal. The failure to do so shall be grounds for the denial of an application. In some cases if additional information is required after an application is selected, funds can be withheld by the Grants Officer under a special award condition requiring the recipient to submit additional environmental compliance information sufficient to enable NOAA to make an assessment on any impacts that a project may have on the environment.

Detailed information on NOAA compliance with NEPA can be found at the following NOAA NEPA websites: <http://www.nepa.noaa.gov/> including NOAA Administrative Order 216-6 for NEPA, [http://www.nepa.noaa.gov/NAO216\\_6.pdf](http://www.nepa.noaa.gov/NAO216_6.pdf) and the Council on Environmental Quality implementation regulations under [https://www.coast.noaa.gov/funding/\\_pdf/CEQ%20Regulations%20for%20Implementing%20the%20Procedural%20Provisions%20of%20NEPA.pdf](https://www.coast.noaa.gov/funding/_pdf/CEQ%20Regulations%20for%20Implementing%20the%20Procedural%20Provisions%20of%20NEPA.pdf)

Consequently, as part of the application package, applicants should provide detailed information in the Project Narrative, which may be supported in the supplementary materials, on the activities to be conducted, locations, sites, species and habitats that may be affected, construction activities, and all other environmental concerns that may exist (e.g., use and disposal of hazardous or toxic chemicals, introduction of non-indigenous species, impacts to endangered and threatened species, etc.).

Activities that require additional information on environmental impacts for the final



application must complete questions 10, 11, 16, 17, and 18 of the Environmental Compliance Questionnaire for National Oceanic and Atmospheric Administration Federal Financial Assistance Applicants accessible at [www.nepa.noaa.gov/questionnaire.pdf](http://www.nepa.noaa.gov/questionnaire.pdf) to provide detailed information on the activities to be conducted, locations, sites, species and habitat to be affected, possible construction activities, and any environmental concerns that may exist (e.g., the use and disposal of hazardous or toxic chemicals, introduction of nonindigenous species, impacts to endangered and threatened species, aquaculture projects, and impacts to coral reef systems).

Question 10. Describe the proposed activity's location, including geographic coordinates, river mile markers, etc., and indicate whether it includes unique geographic areas of notable recreational, ecological, scientific, cultural, historical, scenic, or aesthetic importance (Examples include, but are not limited to: coral reefs; marine protected areas; national marine sanctuaries; essential fish habitat; habitat area of particular concern; critical habitat designated under the Endangered Species Act; park or refuge lands; wild or scenic rivers; wetlands; prime or unique farmland; sites listed on the National Register of Natural Landmarks; sites listed or eligible for the National Register of Historic Places; sites that are ecologically significant or critical areas including areas that are normally inundated by water or areas within the 100-year flood plain).

Question 11. Would the proposed activity degrade or disturb previously undisturbed areas?  
Federal Funding Opportunity Page 25 of 45

Question 16. If the proposed activity would be conducted in partnership with NOAA or require NOAA's direct involvement, activity, or oversight, describe NOAA's involvement, activity, or oversight, including the name of the office or program that is involved.

Question 17. List all other interested or affected Federal, state, and local agencies; Tribal governments, nongovernmental organizations; minority or economically disadvantaged communities; and individuals. Describe listed entities involvement, activity, or oversight regarding the proposed activity.

Question 18. List all Federal, state, or local permits, authorizations, waivers, determinations, or ongoing consultations that would be required for the proposed activity to comply with all applicable environmental laws and regulations. Provide the date the permit, authorization, waiver, or determination was obtained or would be obtained. Provide copies of the permits, authorizations, waivers, or determinations you have secured.

Detailed information on NOAA compliance with NEPA can be found at the following

NOAA NEPA website: <http://www.nepa.noaa.gov/>, including NOAA Administrative Order 216-6 for NEPA, [http://www.nepa.noaa.gov/NAO216\\_6.pdf](http://www.nepa.noaa.gov/NAO216_6.pdf), and the Council on Environmental Quality implementation regulations at [http://ceq.hss.doe.gov/ceq\\_regulations/regulations.html](http://ceq.hss.doe.gov/ceq_regulations/regulations.html) or <http://go.usa.gov/3FUxd>.

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

To enable the use of a universal identifier and to enhance the quality of information available to the public as required by the Federal Funding Accountability and Transparency Act, 31 U.S.C. 6101 Note, to the extent applicable, any proposal awarded in response to this announcement will be required to use the System for Award Management (SAM), which may be accessed online at <https://www.sam.gov/portal/public/SAM/>. Applicants are also required to use the Dun and Bradstreet Universal Numbering System (DUNS), as identified in OMB guidance published at 2 CFR Parts 25 at <http://go.usa.gov/x9PYd>.

Applicants should: (1) Be registered in the federal SAM before submitting an application; (2) provide a valid DUNS number on an application; and (3) continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. The federal awarding agency may not make a federal award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with the requirements by the time the federal awarding agency is ready to make a federal award, the federal awarding agency may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

Applicants should allow a minimum of seven days to complete the SAM registration, although complete registration for SAM may take several weeks if problems arise.

Registration is required only once but must be renewed once a year.

Applicants are strongly encouraged not to wait until the application deadline date to begin the application process through [www.grants.gov](http://www.grants.gov).

### D. Submission Dates and Times

PRE-APPLICATIONS in electronic form must be received via email at [coral.grants@noaa.gov](mailto:coral.grants@noaa.gov) on or before 11:59 p.m., U.S. Eastern Time, on Monday, November 13, 2017. Pre-applications in paper form must be postmarked or submitted to a delivery service providing a tracking number and receipt on or before 11:59 p.m., U.S. Eastern Time, on Monday, November 13, 2017. Federal financial assistance forms are NOT required to be

submitted with the pre-application.

If for any reason applicants are unable to submit their PRE-APPLICATION through coral.grants@noaa.gov or are concerned about possible problems associated with the Grants.gov system, they may provide a paper copy of their full PRE-APPLICATION by mail and it must be stamped with an official U.S. Postal Service postmark or provided to a commercial carrier with tracking number and receipt on or before 11:59 pm U.S. Eastern Time on Monday, November 13, 2017. Private metered postmarks are unacceptable. Please address all mailed applications to Scot Frew, NOAA Coral Reef Conservation Program, 1305 East West Highway, SSMC4, 10th floor, Silver Spring, MD 20910. Paper applications received more than 10 business days after the deadline will not be reviewed, and applicants submitting by paper are responsible for tracking their applications.

FINAL APPLICATIONS by invitation only in electronic form must be received and validated through www.grants.gov on or before 11:59 p.m. U.S. Eastern Time, on Thursday, February 15, 2018. Final applications in paper form must be postmarked or submitted to a delivery service providing a tracking number and receipt on or before 11:59 p.m. U.S. Eastern Time, on Thursday, February 15, 2018.

If for any reason applicants are unable to submit their FINAL application through Grants.gov or are concerned about possible problems associated with the Grants.gov system, they may provide a paper copy of their full FINAL application by mail. Applications submitted by mail must include all relevant application elements described above, must include a SF-424 form with original ink or valid electronic signature and date from an authorized recipient organization representative, and must be stamped with an official U.S. Postal Service postmark or provided to a commercial carrier with tracking number and receipt on or before 11:59 pm U.S. Eastern Time on Thursday, February 15, 2018. Private metered postmarks are unacceptable. Please address all mailed applications to Scot Frew, NOAA Coral Reef Conservation Program, 1305 East West Highway, SSMC4, 10th floor, Silver Spring, MD 20910. Paper applications received more than 10 business days after the deadline will not be reviewed, and applicants submitting by paper are responsible for tracking their applications.

#### E. Intergovernmental Review

Funding applications submitted under this competition are subject to Executive Order (EO) 12372, "Intergovernmental Review of Federal Programs." It is the state agency's responsibility to contact their state's Single Point of Contact (SPOC) to find out about and comply with the state's process under EO 12372. To assist the applicant, the names and addresses of the SPOCs are listed on the Office of Management and Budget's website [www.whitehouse.gov/omb/grants\\_spoc](http://www.whitehouse.gov/omb/grants_spoc).

## F. Funding Restrictions

### 1. Indirect Costs

Applicants are permitted to request indirect costs if their organization has an established Negotiated Indirect Cost Rate Agreement with a federal agency that covers the period of the award. Applicants requesting indirect costs should submit a copy of their current and signed indirect cost rate agreement with their application package.

If an award recipient has not previously established an indirect cost rate with any federal agency, the recipient may request to use the de minimis rate described at 2 CFR 200.414, as described in Section IV.B.12 of this Announcement. Alternatively, the negotiation and approval of a new rate is subject to the procedures required by NOAA and the DOC. The U.S. Department of Commerce, Financial Assistance Standard Terms and Conditions require that recipients within 90 days of the award start date, submit to the address listed below documentation (indirect cost proposal, cost allocation plan, etc.) necessary to perform the review.

Lamar Revis, Grants Officer  
NOAA Grants Management Division  
1325 East West Highway, 9th Floor  
Silver Spring, Maryland 20910  
Lamar.Revis@noaa.gov

Indirect-cost-rate-agreement documentation is not required for subawardees; however, indirect cost rates at the negotiated levels should be paid by the primary awardee. Under 2 CFR 200.414 “Indirect (F&A) Costs,” any applicant that has never received a negotiated indirect cost rate may elect to charge a de minimis rate of 10% of modified total direct costs which may be used indefinitely. Costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both pursuant to 2 CFR 200.403 “Factors affecting allowability of costs.” If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a cooperator chooses to negotiate for a rate, which the non-federal entity may apply to do at any time. The negotiation and approval of a rate is subject to the procedures required by NOAA and the DOC Standard Terms and Conditions Section B.06.

### 2. Ineligible projects:

The following projects will not be eligible for funding: (1) Activities that constitute legally required mitigation for the adverse effects of an activity regulated or otherwise governed by state or federal law; (2) Activities that constitute mitigation for natural resource damages

under federal or state law; and (3) Activities that are required by a separate consent decree, court order, statute or regulation; (4) Construction projects; and (5) Large equipment and/or infrastructure acquisitions; and (6) Real property acquisitions.

### 3. Cost Principles:

Funds awarded cannot necessarily pay for all the costs that the recipient might incur in the course of carrying out the project. Allowable costs are limited to costs necessary and reasonable to achieve the approved goals and objectives and are determined by reference to relevant Office of Management and Budget (OMB) requirements.

Recipients are subject to the 2 CFR 200, Subpart E “Cost Principles” and as well as any DOC implementing regulations that may be in effect at the time of award. Generally, costs that are allowable include salaries, fringe benefits, travel, equipment, supplies, and training, as long as the costs are determined to be necessary, reasonable, and allocable to the award.

4. Consistent with 2 C.F.R. § 200.458, pre-award costs will not be authorized without the written approval of NOAA, or unless terms applicable to research are applied. Applicants should plan to initiate costs within the proposed award period starting on October 1, 2018.

5. Federal and cost-shared funds cannot necessarily pay for all project expenses. Allowable costs for awards and sub-awards are determined by the cost principles referenced in Subpart E of 2 C.F.R. Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Generally, allowable costs include salaries, fringe benefits, equipment, supplies, and contracts, as long as these are necessary and reasonable. Refer to <http://go.usa.gov/3FFYY>.

## G. Other Submission Requirements

### 1. Additional Instructions

Please note that late pre-applications cannot be considered under any circumstances including email transmission malfunctions. Electronic files of pre-applications must arrive without viruses. If the pre-application and its attachments cannot be opened due to a virus or if they arrive with a virus, NOAA will not be able to review the pre-applications and they will be disqualified. In any event, paper applications received more than 10 business days following the postmarked closing date will not be accepted.

FINAL applications will be accepted ONLY from those applicants who are invited by NOAA to submit a final application. Applicants may be required to make modifications or revisions to the project and budget narratives and must submit revised materials with a Federal financial assistance award application package (Federal forms). In any event, paper

applications received more than 10 business days following the postmarked closing date will not be accepted.

For both pre-applications and final applications, if a local natural disaster prevents timely electronic or paper submission, submit a paper application and contact the Federal Program Officer for this opportunity (Scot Frew, NOAA/OCM Coral Reef Program, 1305 East West Highway, 10th Floor, N/OCM6, Silver Spring, MD 20910, Phone: 240-533-0774 or e-mail: Scot.Frew@noaa.gov).

Applicants must register with Grants.gov before any FINAL application materials can be submitted using the “Apply” function. To use Grants.gov, applicant must have a Dun and Bradstreet Universal Numbering System (DUNS) number ([www.dnb.com](http://www.dnb.com)) and be registered in the SAM.Gov, and periodic renewals are required.

Applicants can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at 1-866-705-5711 or online at <http://fedgov.dnb.com/webform>. Allow a minimum of five days to complete the SAM.Gov registration. (Note: Your organization’s Employer Identification Number (EIN) will be needed on the application form). An organization's one time registration process may take up to three weeks to complete. In addition, it may take two days until the applicant is notified as to whether NOAA received the application, so allow sufficient time to ensure applications are submitted before the closing date.

The Grants.gov site contains directions for submitting a FINAL application, the application package (forms), and it is also where the completed application is submitted. Applicants using Grants.gov must locate the downloadable application package for this solicitation by the Funding Opportunity Number or the CFDA number (11.482). Applicants will be able to download a copy of the application package, complete it offline, and then upload and submit the application via the Grants.gov site.

After electronic submission of the application through Grants.gov, the person submitting the application will receive within the next 24 to 48 hours two email messages from Grants.gov updating them on the progress of their application. The first email will confirm receipt of the application by the Grants.gov system, and the second will indicate that the application has either been successfully validated by the system before transmission to the grantor agency or has been rejected because of errors. Only validated applications are sent to NOAA for review. After the application has been validated, this same person will receive a third email when the application has been downloaded by the federal agency. For application submission inquiries, Grants.gov may be contacted 24 hours a day, seven days a week,

excluding Federal holidays, toll free locally at 1-800-518-4726 or Internationally at 1-606-545-5035. NOAA may be contacted during regular business hours, 8:30 a.m. to 5 p.m., Monday-Friday, excluding Federal holidays.

If use of Grants.gov is not feasible, one original set of the complete application and related SF-424 with original ink signature and date by the applicant's authorized representative shall be mailed to the attention of Scot Frew at the NOAA Coral Reef Conservation Program, 1305 East West Highway, SSMC4, 10th floor, Silver Spring, MD 20910. Mailed applications must include documentation to demonstrate that the application was submitted prior to the application deadline, such as an official U.S. Postal Service postmark; private metered postmarks are unacceptable. No email or fax copies will be accepted. Paper applications received more than 10 business days after the deadline will not be reviewed; applicants submitting by paper are responsible for tracking their applications. Proposal application packages, including all letters of collaboration and letters of support, shall be submitted together in one package.

## V. Application Review Information

### A. Evaluation Criteria

The following evaluation criteria are used for pre-applications.

1. Importance and/or relevance and applicability of proposed project to the program goals (25%): Reviewers will assess the extent to which there is intrinsic value in the proposed work and/or relevance to NOAA, Federal (other than NOAA), regional, state, or local activities. For this competition, reviewers will assess whether the proposal demonstrates the need for the proposed coral reef management activity to fill gaps in the country/region. Reviewers will assess the extent to which the project would fulfill and advance the Program Objectives and Program Priorities in Section I of this FFO and the extent to which the project is likely to yield information or data that will directly influence decision making and management. All applications should address at least one of the four goals, i.e., 1, 2, 3, and/or 4 of the International Strategy; however, proposals that address multiple goals of the Strategy will more effectively meet this evaluation criterion.

2. Technical/scientific merit (20%): Reviewers will assess the extent to which the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. Reviewers will assess the extent to which the proposed approach would be effective in fulfilling Program Objectives and Program Priorities in Section I of this FFO. For this competition, reviewers will assess whether the

proposal demonstrates coordination with applicable ongoing local, regional, and international coral reef management activities.

3. Overall qualifications of applicants (20%): Reviewers will assess the extent to which the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. Regional organizations that work in multiple countries and have a working relationship and demonstrated experience working with the local government authorities that manage the marine areas addressed will be highly qualified.

4. Project costs (20%): Reviewers will assess the proposed project budget to determine the extent to which it is realistic and commensurate with the project needs and time-frame. For this competition, the budget should reflect the ability of the applicant to complete the work with the funding and in the timing proposed.

5. Outreach and education (15%): NOAA assesses whether this project provides a focused and effective education and outreach strategy regarding NOAA's mission to understand and protect the Nation's natural resources. The following factors will be considered: Will the project have a plan for dissemination of the data and outcomes to the decision makers and the stakeholders impacted by management decisions? Are there key audiences identified who will benefit from the project outcomes?

#### B. Review and Selection Process

NOAA will conduct an initial review of timely received pre-applications to determine eligibility, completeness, and responsiveness to this FFO and the scope of stated program objectives. Ineligible, incomplete, and/or non-responsive pre-applications may be eliminated from further review. NOAA, in its sole discretion, may continue the review process for pre-applications with non-substantive issues that can easily be rectified or cured. Pre-applications will then undergo a technical review, ranking, and selection process.

Each pre-application will receive a technical review by a minimum of three individuals with knowledge of the subject of the proposal based on the Evaluation Criteria in Section V.A. of this FFO. Each reviewer will submit a separate and individual review; reviewers will not provide a consensus opinion. The identities of peer reviewers will be kept anonymous to the degree permitted by law.

NOAA may also request and consider written comments on proposed cooperative agreements from agencies with jurisdiction over coral reef ecosystems in the area where the project is to be conducted, as described in Section X(1) of the Guidelines. NOAA may



request and consider written comments on a proposal from relevant U.S. government agencies such as the Agency for International Development and the Department of the Interior; foreign governments and their coral management agencies; and other international entities as necessary.

Based on the results of the technical evaluations, CRCP officials will rank order the pre-applications. CRCP will select the number of applicants invited to submit final applications based on the quality and quantity of proposals and availability of funding. CRCP will provide preliminary funding recommendations and summary comments on each proposal to those applicants invited to submit a final application. These comments will include input from all reviewers and the CRCP and any input obtained from government agencies, and are intended to strengthen the application. Applicants should clearly address the reviewers' comments in their final applications to be competitive.

Upon receipt of final applications, complete with the requisite Federal forms, the CRCP will review the final application packages and make further recommendations based on the incorporation of, and response to, comments that were returned to the applicant, which may result in adjustments to the rank order. The CRCP will submit these funding recommendations to a NOAA review panel for final review as described in Section X(4) of the Guidelines to ensure that Coral Reef Conservation Act requirements have been met, including geographic funding distribution, and for consistency with the overall CRCP goals. This may result in further adjustments to the rank order that will be presented to the Selecting Official, who is the NOAA NOS Director of the Office for Coastal Management or designee. Based on the rank order and the Selection Factors above in Section V.A. of this FFO, the Selecting Official will make recommendations for awards to the Grants Officer, who is authorized to obligate the funds. During this process, if an insufficient number of highly meritorious final applications are received, NOAA may reallocate residual funds from this Grant Program area to a different funding category.

NOAA may select all, some, or none of the applications, or part of any application, may ask applicants to work together or combine projects, may defer applications to the future, or may reallocate funds to different funding categories, to the extent authorized. If no proposal is funded in the current fiscal period, a proposal may be considered for funding in another fiscal period, e.g., FY 18 without NOAA repeating the competitive process outlined in this announcement.

Please note that not all activities submitted under a single proposal may be deemed appropriate for funding, and the Selecting Official may recommend alternate activities as appropriate or only partial funding, based on the selection factors and the merit and/or panel

review written evaluations. For a proposal to be selected for funding, the applicant may be asked to modify objectives and activities, work plans, and budgets, and to provide supplemental information required by the agency prior to the award. This may result in submission of a revised application before final funding decisions are made. The exact amount of funds to be awarded, the final scope of activities, the project duration, and other relevant application details will be determined in pre-award negotiations among the applicant, NOAA GMD, and Office for Coastal Management officials. Applicants should also note that modifications to projects may be necessary as a result of NOAA's efforts to comply with NEPA and other legislation.

After applications are proposed for funding by the Selecting Official and prior to the issuance of an award, the NOAA Grants Management Division will conduct an assessment of the risk posed by the applicant in accordance with 2 C.F.R. § 200.205. In addition to reviewing repositories of government-wide eligibility, qualification or financial integrity information, the risk assessment conducted by NOAA may consider items such as the financial stability of an applicant, quality of the applicant's management systems, an applicant's history of performance, previous audit reports and audit findings concerning the applicant and the applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities. Applicants should be in compliance with the terms of any existing NOAA grants or cooperative agreements and otherwise eligible to receive Federal awards in order to be considered for funding under this competition. All reports due should be received and any concerns raised by the agency should be timely addressed in order to receive a new award. Upon review of these factors, if appropriate, specific award conditions that correspond to the degree of risk may be applied by the NOAA Grants Officer pursuant to 2 C.F.R. § 200.207. In addition, NOAA reserves the right to reject an application in its entirety where information is uncovered that raises a significant risk with respect to the responsibility or suitability of the applicant. The final approval of selected applications and issuance of awards will be by the NOAA Grants Officer. The award decisions of the NOAA Grants Officer are final.

When an award decision has been made (whether an award or declination), anonymous copies of mail merit review comments or summaries of panel deliberations, can be made available to the applicant upon request.

### C. Selection Factors

The Selecting Official, an official within the Office for Coastal Management (or their designee) anticipates recommending applications for funding in rank order unless an application is justified to be selected out of rank order based upon one or more of the following selection factors:

- (1) Availability of funding;
- (2) Balance/distribution of funds: a) by geographic area, b) by type of institutions, c) by type of partners, d) by research areas; or e) by project types;
- (3) Whether this project duplicates other projects funded or considered for funding by NOAA or other federal agencies;
- (4) Program priorities and policy factors set out in Sections I.A. and I.B.;
- (5) An applicant's prior award performance;
- (6) Partnerships and/or participation of targeted groups; and
- (7) Adequacy of information necessary for NOAA staff to make a NEPA determination and draft necessary documentation before recommendations for funding are made to the NOAA GMD.

The Selecting Official or designee may negotiate the funding level of the proposal. Hence, awards may not necessarily be made to the highest-scored applications. Unsuccessful applicants will be notified that their application was not among those recommended for funding. Unsuccessful applications submitted in hard copy will be kept on file in accordance with NOAA records requirements and then destroyed.

NOAA may select all, some, or none of the applications, or part of any application, ask applicants to work together or combine projects, defer applications to the future, or reallocate funds to different funding categories, to the extent authorized. Applicants may be asked to modify objectives, work plans or budgets, and provide supplemental information required by the agency prior to the award. The exact amount of funds to be awarded, the final scope of activities, the project duration, and specific NOAA cooperative involvement with the activities of each project will be determined in pre-award negotiations among the applicant, the NOAA Grants Office, and NOAA program staff.

**Risk Review:** After applications are proposed for funding by the selecting official, the Grants Office will perform administration reviews. These may include assessments of the financial stability of an applicant and the quality of the applicant's management systems, history of performance, and the applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities. Special conditions that address any risks determined to exist may be applied. Applicants may submit comments to the Federal Awardee Performance and Integrity Information System (FAPIIS) about any information included in the system about their organization for consideration by the awarding agency. NOAA reserves the right to reject an application in its entirety where information is uncovered that raises a significant risk with respect to the responsibility or suitability of an applicant. The final approval of selected applications and issuance of awards

will be made by the NOAA Grants Officer.

#### D. Anticipated Announcement and Award Dates

Pre-applications are due on Monday, November 13, 2017, as described in Section IV.C. of this FFO. CRCP plans to contact selected pre-applicants by Wednesday, January 12, 2018, and will invite them to submit a final application by Thursday, February 15, 2018. This notification may include a request to make modifications or revisions to the project proposal and budget narrative.

Successful final applicants will be notified in approximately September 2018. The anticipated start date for cooperative agreement awards made under this competition is October 1, 2018, dependent on funding availability, acceptable completion of all NOAA/applicant negotiations including NEPA and environmental compliance analysis and permit requirements, and the provision of other supporting documentation as requested.

Unsuccessful applicants will be notified by e-mail that their application was not recommended for funding after the final section package has been approved by the NOAA GMD, which is expected to be approximately September 2018. Unsuccessful applications submitted to this competition will be retained for three years and then destroyed.

## VI. Award Administration Information

### A. Award Notices

Applications recommended for funding by the selecting official will be forwarded to the NOAA GMD by the Program Office. The applicant will be notified by the program office by email that their application was recommended for funding and remains under consideration. The applicant should be aware that the notification by the program office is not the official award notice and funding is not assured. Official notification happens only when the applicant receives an award notice from the Grants Officer electronically.

In addition, award documents provided by NOAA may contain special award conditions limiting the use of funds for activities that have outstanding environmental compliance requirements and may lead to modification of the project's scope of work. These special award conditions may also include other compliance requirements for the award and will be applied on a case-by-case basis. Applicants are strongly encouraged to review award documents carefully before accepting a Federal award to ensure they are fully aware of the relevant terms that have been placed on the award.

### B. Administrative and National Policy Requirements

### 1. Pre-Award Notice

The Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements contained in the Federal Register notice of December 30, 2014 (79 FR 78390), are applicable to this solicitation. Refer to <http://go.usa.gov/cXC7A>.

### 2. Uniform Administrative Requirements

Uniform Administrative Requirements, Cost Principles, and Audit Requirements at 2 C.F.R. 200, implemented by the Department of Commerce at 2 C.F.R. 1327.101, apply to awards in this program. Refer to <http://go.usa.gov/cXCJQ>.

3. Terms and Conditions - The Department of Commerce Financial Assistance Standard Terms and Conditions will apply to awards in this program. A current version of this document is available at <http://go.usa.gov/hKbj>. In addition, award documents provided by NOAA may contain special award conditions, including those limiting the use of funds for compliance activities such as outstanding environmental compliance requirements, which will be applied on a case-by-case basis, and requirements for submitting progress reports. These award conditions are subject to change prior to award but examples are provided at <http://www.habitat.noaa.gov/funding/applicantresources.html>.

4. NEPA Requirements - NOAA must analyze the potential environmental impacts for individual projects as required by NEPA. Detailed information on NOAA compliance with NEPA can be found at the following NOAA NEPA website, <http://www.nepa.noaa.gov/>, including NOAA Administrative Order 216-6 for NEPA, and the Council on Environmental Quality's (CEQ) implementation regulations.

NOAA must analyze the potential environmental impacts, as required by the National Environmental Policy Act (NEPA), for applicant projects or proposals which are seeking NOAA federal funding opportunities. Detailed information on NOAA compliance with NEPA can be found at the following NOAA NEPA website: <http://www.nepa.noaa.gov/>, including our NOAA Administrative Order 216-6 for NEPA, [http://www.nepa.noaa.gov/NAO216\\_6.pdf](http://www.nepa.noaa.gov/NAO216_6.pdf), and the Council on Environmental Quality implementation regulations, [http://energy.gov/sites/prod/files/NEPA-40CFR1500\\_1508.pdf](http://energy.gov/sites/prod/files/NEPA-40CFR1500_1508.pdf).

Consequently, as part of an applicant's package, and under their description of their program activities, applicants are required to provide detailed information on the activities to be conducted, locations, sites, species and habitat to be affected, possible construction activities, and any environmental concerns that may exist (e.g., the use and disposal of hazardous or toxic chemicals, introduction of non-indigenous species, impacts to endangered and threatened species, aquaculture projects, and impacts to coral reef systems). In addition to

providing specific information that will serve as the basis for any required impact analyses, applicants may also be requested to assist NOAA in drafting an environmental assessment, if NOAA determines an assessment is required. Applicants will also be required to cooperate with NOAA in identifying feasible measures to reduce or avoid any identified adverse environmental impacts of their proposal. Failure to do so shall be grounds for not selecting an application. In some cases if additional information is required after an application is selected, funds can be withheld by the Grants Officer under a special award condition requiring the recipient to submit additional environmental compliance information sufficient to enable NOAA to make an assessment on any impacts that a project may have on the environment.

5. Data Sharing Requirements – Please refer to Section IV. Application and Submission Information, B. Content and Form of Application, #4. Data Sharing Plan.

6. Certifications Regarding Federal Felony and Federal Criminal Tax Convictions, Unpaid Federal Tax Assessments and Delinquent Federal Tax Returns.

When applicable under Federal appropriations law, an authorized representative of the selected applicant(s) may be required to provide certain pre-award certifications regarding federal felony and federal criminal tax convictions, unpaid federal tax assessments, and delinquent federal tax returns.

7. Limitation of Liability - Funding for programs listed in this notice is contingent upon the availability of continuing Congressional appropriations. Applicants are hereby given notice that funds have not yet been appropriated for the programs listed in this notice. In no event will NOAA or the Department of Commerce be responsible for proposal preparation costs. Publication of this announcement does not oblige NOAA to award any specific project or to obligate any available funds.

NOAA reserves the right to halt activity under the award through enforcement procedures under 2 C.F.R. 200.338-.342, Remedies for Non-compliance, if the recipient is not fulfilling the requirements of the project as outlined in the grant award. Non-compliance with a federally approved project may result in termination of the award as described in 2 C.F.R. 200.339.

### C. Reporting

Award recipients will be required to submit financial and performance (technical) progress reports consistent with 2 CFR 200.327 - .329 and DOC Standard Terms and Conditions electronically through NOAA's electronic grants management system, Grants Online. Performance reports must be submitted on a semi-annual schedule no later than 30

days following the end of each 6- month period from the start date of the award. Financial reports must be submitted every 6 months by the end of April and October during the period of the award in accordance with the DOC Financial Assistance Standard Terms and Conditions. NOAA will provide instructions for submitting financial and progress reports upon request.

A comprehensive final report is due 90 days after the award expiration date along with copies of all products developed under the award. Copies of all materials (including but not limited to brochures, posters, videos, DVDs, publications, reports, management plans, public service announcements, workshop proceedings, etc.) produced through the award, along with copies of any reports submitted by subcontractors as part of the award, must be provided to the program office within 90 days of the end of the award. Except where limited by law, regulation, policy or security, recipients are requested to include a statement on the front page of all products to indicate the material is "Approved for public release; distribution is unlimited." If the applicant has requested publication costs, resulting journal publications must be made available to the public free of charge.

All products must be appropriate for public dissemination and acknowledge the support provided by NOAA Coral Reef Conservation Program as described at: <http://coralreef.noaa.gov/about/graphicid.html>. Because products may be made available to the public via the Coral Reef Information System (CoRIS, <http://coris.noaa.gov>), it is the recipient's responsibility to ensure that products are professionally written and edited and do not contain sensitive information. Media products must be Section 508 compliant (<http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-section-508-standards/section-508-standards>).

In their final progress report, applicants will be asked to (a) clearly state the resulting overall impact of their project with respect to coral reef conservation or within the coastal management community; and (b) certify that "Final financial reports have been submitted to NOAA's GMD and a final funding draw-down has been made through the Automated Standard Application for Payments (ASAP)."

Successful applicants will be requested to ensure that all interim progress reports indicate whether financial reports have been submitted to NOAA's GMD and are up-to-date.

In addition, the Federal Funding Accountability and Transparency Act, 31 U.S.C. 6101 Note, includes a requirement for awardees of applicable Federal grants to report information about first-tier sub-awards and executive compensation under Federal assistance awards. All awardees of applicable grants and cooperative agreements are required to report to the

Federal Sub-award Reporting System (FSRS) available at [www.FSRS.gov](http://www.FSRS.gov) on all sub-awards over \$25,000.

If equipment or tangible personal property is purchased with grant funds, applicants shall submit an inventory in accordance with OMB guidance that Commerce adopted by regulation at 2 C.F.R. 1327.101, which shall be incorporated under the award. The equipment requirements of the OMB Uniform Guidance are set out at 2 C.F.R. Part 200.313.

Recipients must inventory tangible property at least once every two years and at award closeout. As necessary, SF-428 forms may be attached as an appendix to progress reports or submitted directly to the NOAA program officer.

Recipients must submit reports at least annually and at award closeout on the status of real property in which the federal government retains an interest, unless the federal interest in the real property extends 15 years or more. As necessary, SF-429 forms may be attached as an appendix to progress reports or submitted directly to the NOAA program officer.

The program office recommends that if the equipment is no longer needed, recipients are encouraged to request disposition instructions for equipment approximately 150 days before the project period ends to allow sufficient time to have equipment disposition requests addressed before a project ends. Equipment disposition instructions typically require that recipients complete an "other" award action request in Grants Online. NOAA will provide instructions for disposition in accordance with OMB requirements.

The Federal Funding Accountability and Transparency Act, 31 U.S.C. 6101 Note, includes a requirement for awardees of applicable Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued. All awardees of applicable grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at [www.FSRS.gov](http://www.FSRS.gov) on all subawards over \$25,000. See 2 CFR 170 at [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr170\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr170_main_02.tpl).

## VII. Agency Contacts

The Federal Program Officer and technical point of contact for the International Coral Reef Conservation Cooperative Agreements is Scot Frew, who can be reached at 240-533-0774, by e-mail at [scot.frew@noaa.gov](mailto:scot.frew@noaa.gov) or address at: NOAA/OCM Coral Reef Program, 1305 East West Highway, 10th Floor, N/OCM6, Silver Spring, MD 20910.



## VIII. Other Information

The applicant acknowledges and understands that information and data contained in applications for financial assistance, as well as information and data contained in financial, performance and other reports submitted by applicants, may be used by the Department of Commerce in conducting reviews and evaluations of its financial assistance programs. For this purpose, applicant information and data may be accessed, reviewed and evaluated by Department of Commerce employees, other Federal employees, Federal agents and contractors, and/or by non-Federal personnel, all of whom enter into appropriate conflicts of interest and nondisclosure agreements covering the use of such information. As may be provided in the terms and conditions of a specific financial assistance award, applicants are expected to support program reviews and evaluations by submitting required financial and performance information and data in an accurate and timely manner, and by cooperating with Department of Commerce and external program evaluators. In accordance with 2 C.F.R. § 200.303(e), applicants are reminded that they must take reasonable measures to safeguard protected personally identifiable information and other confidential or sensitive personal or business information created or obtained in connection with a Department of Commerce financial assistance award.

In addition, Department of Commerce regulations implementing the Freedom of Information Act (FOIA), 5 U.S.C. Sec. 552, are found at 15 C.F.R. Part 4, Public Information. These regulations set forth rules for the Department regarding making requested materials, information, and records publicly available under the FOIA. Applications submitted in response to this Federal Funding Opportunity may be subject to requests for release under the Act. In the event that an application contains information or data that the applicant deems to be confidential commercial information that should be exempt from disclosure under FOIA, that information should be identified, bracketed, and marked as Privileged, Confidential, Commercial or Financial Information. In accordance with 15 CFR § 4.9, the Department of Commerce will protect from disclosure confidential business information contained in financial assistance applications and other documentation provided by applicants to the extent permitted by law.