



National Park Service

CRFA-PGC - Cultural Resources Financial Assistance

2024
P24AS00516

Table of Contents

A. Program Description	2
B. Federal Award Information.....	3
B1. Total Funding	3
B2. Expected Award Amount	3
B3. Anticipated Award Funding and Dates	3
B4. Number of Awards	4
B5. Type of Award.....	4
C. Eligibility Information	5
C1. Eligible Applicants	5
C2. Cost Sharing or Matching.....	5
C3. Other	6
D. Application and Submission Information	9
D1. Address to Request Application Package	9
D2. Content and Form of Application Submission.....	10
D3. Unique Entity Identifier and System for Award Management (SAM)	19
D4. Submission Dates and Times	20
D5. Intergovernmental Review	20
D6. Funding Restrictions	20
D7. Other Submission Requirements.....	22
E. Application Review Information.....	23
E1. Criteria	23
E2. Review and Selection Process	26
E3. CFR – Regulatory Information.....	28
E4. Anticipated Announcement and Federal Award Dates	28
F. Federal Award Administration Information	28
F1. Federal Award Notices	28
F2. Administrative and National Policy Requirements	29
F3. Reporting	30
G. Federal Awarding Agency Contact(s)	31
G1. Program Technical Contact.....	32
G2. Program Administration Contact	32
G3. Application System Technical Support.....	32
H. Other Information	32

A. Program Description

Authority:

54 U.S.C § 308102

Assistance Listing:

15.926

Program Background, Objectives, and Goals:

Historic battlefields and associated sites of armed conflict are powerful reminders of the shared heritage of all Americans. As an ongoing effort to engage all Americans in the preservation of cultural resources beyond our park boundaries, the National Park Service American Battlefield Protection Program (NPS ABPP) promotes the preservation and interpretation of these important places. NPS ABPP administers four grant opportunities that provide financial assistance to support community-driven stewardship of battlefields and associated sites of armed conflict. The broadest of these four opportunities is the Preservation Planning Grants program.

Preservation Planning Grants support a variety of projects that contribute to the preservation and interpretation of historic battlefields and associated sites of armed conflict on American soil. Awards of financial assistance to eligible applicants are based on the outcome of a competitive merit review process. These grants are funded by direct appropriation from the U.S. Congress and are authorized under 54 U.S.C. § 308102.

Successful applicants typically provide straightforward answers to the Merit Review Criteria, backed by clear and concise supporting documentation, including but not limited to GIS maps, resumes/CVs, charts, graphs, spreadsheets, summary tables, and other relevant information. These applicants also tend to have a plan for making contact, or have already established contact, with landowners or organizations with an economic or legal interest in the proposed project sites. NPS ABPP encourages all applicants to consider forming inclusive preservation partnerships with these landowners/organizations as well as descendant communities, Native American Tribes, state and/or tribal historic preservation offices, and other nonprofit organizations that may help guide, or want to actively participate in, the proposed project.

To better support all applicants and encourage them to actively embrace diversity and accessibility as important components for all proposed projects, NPS ABPP has included specific prompts within this year's programmatic focus areas for Preservation Planning Grants to help remove barriers to inclusion and engagement, and respond to the latest best practices in stewardship and advances in technology.

As the nation approaches the 250th anniversary of the Declaration of Independence in 2026, NPS ABPP also encourages projects that promote and expand preservation as well as enhance our understanding of the origins of the United States. This includes applications that address the histories and legacies of those who experienced the armed conflicts that led to American independence (for example, the “Pueblo Revolt”, the American Revolutionary War, or “Nat Turner’s Rebellion”), and that preserve associated historic sites as a living part of community life and development.

Funding Opportunity Goals for Preservation Planning Grants have been set by NPS ABPP to include; 1) the advancement of scholarship related to battlefields and associated sites on American soil, 2) the engagement of a diverse community of preservation partners, 3) helping diverse communities preserve, promote, and protect battlefields and associated sites, and 4) helping diverse communities strive to keep battlefields and associated sites relevant.

B. Federal Award Information

B1. Total Funding

Estimated Total Funding

\$1,198,000

B2. Expected Award Amount

Maximum Award

\$200,000

Minimum Award

\$20,000

The amount of funding available per award for this Notice of Funding Opportunity will be determined as part of the application review process and the amount of funding made available through appropriations by Congress.

B3. Anticipated Award Funding and Dates

Anticipated Award Date

June 28, 2024

The anticipated award date for this Notice of Funding Opportunity is only an estimate for the public announcement of awards and may be changed based on programmatic requirements. Federal funds are not released until after a grant agreement has been issued in GrantSolutions, the grants management system used by the NPS. The process for issuing a grant agreement may take anywhere from 30-120 days after the public announcement of awards due to Section 106 consultation, if needed, or specific grant agreement term and condition negotiations. Applicants should keep these variables in mind when developing their specific project timeline and are encouraged to not schedule any grant funded work that may include ground disturbance until January 2025.

Pre-award costs may be incurred in accordance with 2 CFR Part 200.458 and require the prior written approval of the Financial Assistance Awarding Officer.

B4. Number of Awards

Expected Number of Awards

15

Based on prior year data, NPS ABPP anticipates issuing between 8 and 15 awards under this Notice of Funding Opportunity. The actual number of awards will depend on the number of recommended applications and the availability of appropriated funds.

Applicants that have already received a grant award may submit an application for a different project, or apply for funding complementary work related to an existing project. However, complementary work is given no special consideration and is treated as discrete project that must compete in the merit review process. Supplementing existing project tasks and grant funds is not allowed.

Some activities eligible for Preservation Planning Grants may also be eligible under a Notice of Funding Opportunity for the NPS ABPP Battlefield Interpretation Grants. Battlefield Interpretation Grants award funds to projects that deploy technology to enhance battlefield interpretation and education at Revolutionary War, War of 1812, and Civil War battlefields. Sites must be within the battlefield boundaries and project budgets require at least a 50% non-Federal cost share. NPS ABPP anticipates the Notice of Funding Opportunity for the FY 2024 Battlefield Interpretation Grants to be published on grants.gov in March 2024. For more information, applicants should go to the NPS ABPP website at: <https://www.nps.gov/abpp>.

B5. Type of Award

Funding Instrument Type

G - Grant

Consistent with 31 U.S.C. § 6304, an executive agency shall use a grant agreement as the legal instrument reflecting a relationship between the United States Government and a state, local government, or other recipient when:

1. The principal purpose of the relationship is to transfer a thing of value to the state, local government, or other recipient to carry out a public purpose of support or stimulation authorized by a law of the United States instead of acquiring (by purchase, lease, or barter) property or services for the direct benefit or use of the United States Government; and
2. Substantial involvement is not expected between the executive agency and the state, local government, or other recipient when carrying out the activity contemplated in the agreement.

C. Eligibility Information

C1. Eligible Applicants

Eligible Applicants

- 00 – State governments
- 01 – County governments
- 02 – City or township governments
- 04 – Special district governments
- 05 – Independent school districts
- 06 – Public and State controlled institutions of higher education
- 07 – Native American tribal governments (Federally recognized)
- 11 – Native American tribal organizations (other than Federally recognized tribal governments)
- 12 – Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- 13 – Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
- 20 – Private institutions of higher education
- 25 – Others (see text field entitled “Additional Information on Eligibility” for clarification)

Additional Information on Eligibility

Eligible applicants also include:

- 1) Alaska Native corporations
- 2) Native American tribally controlled colleges and universities
- 3) Native Hawaiian Community institutions and Native Hawaiian organizations

C2. Cost Sharing or Matching

Cost Sharing / Matching Requirement

No

Non-Federal cost share is not a requirement of the Preservation Planning Grants program, and any voluntarily committed cost share will not be used as a scoring factor for grant awards. However, if an applicant chooses to voluntarily include cost share as part of their proposed project budget, those costs must be accurately identified on all relevant mandatory forms required under Section D of this Notice of Funding Opportunity. Successful applications will have their voluntary cost share included as part of the grant award, and all voluntary costs will be subject to Federal financial assistance monitoring standards as identified in 2 CFR Part 200 - Uniform Administrative Requirements.

C3. Other

Distinct Project Threshold

Eligible project proposals must focus on the preservation or interpretation of battlefields or associated sites of armed conflict that shaped the origins and/or growth of the United States. Proposals must describe projects that are clearly separated from the regular activities carried out by applicants, excluding those covered by indirect costs and qualified under 2 CFR § 200.414. Proposals that contain general operational costs not covered under an indirect cost rate, or for work that has been substantially completed prior to the submission of an application will be determined ineligible.

Eligible Sites

Eligible project proposals must contribute to the preservation of one or more historic places associated with an armed conflict on American soil. NPS ABPP defines “American soil” as authorized under 54 U.S.C. § 300317, as the 50 States, District of Columbia, U.S. Territories (Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands), and Freely Associated States (Republic of the Marshall Islands, the Federated States of Micronesia, and the Republic of Palau), and “armed conflicts” as periods of collective violence that are characterized by specific events and bounded in time (example: the Battle of Harlem Heights or the Sand Creek massacre), rather than broad cross-cutting themes throughout American history. Historic places associated with armed conflicts may include battlefields or associated sites that fall under one of the following themes:

- *Military* - sites directly associated with military forces on land or sea.
- *Government, Law, Politics, and Diplomacy* - sites associated with decision-making, policy creation, political process, and diplomatic relations during periods of armed conflict.
- *Intellectual History* - sites associated with the publication or propagation of ideas and values that influenced the social, political, economic, and military actions and policies during periods of armed conflict
- *Economics of War* - sites associated with economic activities that contributed to battle, fighting, or war efforts
- *Society* - sites associated with home front, civilian conduct during periods of armed conflict
- *Transportation* - Sites associated with moving people, goods, and information during periods of armed conflict

Eligible Activities

Preservation Planning Grants may not be used for the acquisition of property or services to the direct benefit of the Federal government, but may under some circumstances include sites controlled by the Federal government in research and other non-mission oriented (legislated) projects. Applicants working in partnership with units of the Federal government, or including sites under the control of the Federal government in their project proposals, are strongly encouraged to discuss their project's potential eligibility with NPS ABPP's technical point of

contact prior to submission (See Section G for point of contact information). In some cases, consent of the authorized representative for a Federal unit (example: Park Superintendent), may be required by NPS ABPP.

Two major types of projects are ineligible for funding under this Notice of Funding Opportunity:

1. Capital Projects, including physical brick and mortar construction, restoration, and hands-on historic preservation at battlefields or associated sites of armed conflict.
2. Land acquisition, including the purchase of a protective instrument (easements) on battlefields or associated sites of armed conflict. However, planning for these activities is not prohibited.

Project Activities List

The following list is intended to provide more specific **examples** of project activities that may be considered eligible, or ineligible, under the approved subject fields for Preservation Planning Grants. However, this list is not intended to be exhaustive, and all proposed work must be allowable under 2 CFR 200. All costs associate with proposed project activities must also be allowable under 2 CFR 200, and are subject to the budget review process described under Section E of this Notice of Funding Opportunity.

Consultation and Partnerships
<p><i>Eligible</i></p> <p>Costs for meetings, consultation, development of MOUs and other agreements related to preserving historic places associated with an armed conflict.</p>
<p><i>Ineligible</i></p> <p>Consultations or partnerships that do not relate to preserving historic places associated with an armed conflict or are related to mitigation of adverse effects for a Federal undertaking.</p>
Collections Stewardship
<p><i>Eligible</i></p> <ul style="list-style-type: none"> • Artifact processing, conservation, or analysis for research or interpretation. • One-time curation fees for artifacts recovered as a direct result of grant activities. • The purchase of display cases, storage furniture, or storage materials.
<p><i>Ineligible</i></p> <ul style="list-style-type: none"> • Acquisition of collections or memorabilia. • General collections care or management for artifacts that are not related to historic places associated with an armed conflict.
Education
<p><i>Eligible</i></p> <ul style="list-style-type: none"> • Internships/fellowships to develop or implement educational programs. • Production of print or digital educational materials and media, including curriculum development. • Purchase of materials, supplies, and equipment related to project activities.

<p>Ineligible</p> <ul style="list-style-type: none"> • General educational activities or materials not directly related to historic places associated with an armed conflict.
<p>Historical Documentation</p>
<p><i>Eligible</i></p> <ul style="list-style-type: none"> • Research, mapping, resource surveys, and other studies. • Nominations, updates, and boundary expansions for national and state historic registers. • Oral history surveys and related activities.
<p><i>Ineligible</i></p> <ul style="list-style-type: none"> • Research or documentation activities with no connection to preserving historic places associated with an armed conflict.
<p>Exhibits, Media, and Signage</p>
<p><i>Eligible</i></p> <ul style="list-style-type: none"> • Development, fabrication, and installation of exhibits or other signage that do not impact historic properties or resources. • Interpretive plans, designs, and media.
<p><i>Ineligible</i></p> <ul style="list-style-type: none"> • Exhibits, media, and signage that do not relate to preserving historic places associated with an armed conflict.
<p>Preservation and Strategic Planning</p>
<p><i>Eligible</i></p> <ul style="list-style-type: none"> • Research and development of preservation plans • Research and development of strategic plans for site management, heritage tourism, or future land acquisition. • Research and development of mitigation strategies for natural and man-made disasters impact on sites and collections. • Research and development of feasibility and impact studies. • Research and development of interpretive programs, including audience evaluation and survey
<p><i>Ineligible</i></p> <ul style="list-style-type: none"> • Preservation and strategic planning costs not directly related to the specific historic places associated with an armed conflict.
<p>Public Programs and Outreach</p>
<p><i>Eligible</i></p> <ul style="list-style-type: none"> • Physical or digital products focused on preserving or interpreting historic places associated with an armed conflict. • Public meetings, including landowner outreach and development of preservation partnerships. • Volunteer program development.
<p><i>Ineligible</i></p> <ul style="list-style-type: none"> • Battle reenactments and memorials. • General cultural or educational activities not related to preserving historic places associated with an armed conflict. • General advertising or public relations costs designed for promotional activities other than

those related to the specific project.

- Social activities, ceremonies, receptions, or entertainment not related to preserving historic places associated with an armed conflict.

Survey and Inventory

Eligible

- Development of a systematic research design and curation strategy for a future archeological survey.
- Archeological surveys following a systematic research design and duration strategy.
- Pedestrian and other non-ground disturbing surveys.
- Cultural landscape inventories and reports.
- KOCOIA or other military terrain analysis of historic places associated with an armed conflict.
- Subsurface maritime surveys.

Ineligible

- Large-scale archeological excavations or artifact recovery (Phase III) projects that may adversely affect the integrity of a site of armed conflict.
- Intentional harm or recovery of human remains.
- Any archeological activity not part of a systematic research design or NPS ABPP program alternative.

Excluded Parties:

NPS conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The NPS cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, as their ineligibility condition applies to this Federal program.

Foreign Entities or Projects

This program does not provide funding to foreign entities or for projects conducted outside the United States.

D. Application and Submission Information

D1. Address to Request Application Package

Applications must be submitted electronically through www.grants.gov (Grants.gov) by the deadline identified in this Notice of Funding Opportunity. If due to extraordinary circumstances, an applicant is unable to submit their proposal through Grants.gov, NPS ABPP may approve submission by other means on a case-by-case basis. All requests for consideration should be submitted to NPS ABPP's administrative point of contact as identified under section G of this Notice of Funding Opportunity. Failure on the applicant's part to register in SAM.gov or Grants.gov in a timely manner does not constitute extraordinary circumstances. Failure on the applicant's part to use Login.gov when prompted by Grants.gov also does not constitute extraordinary circumstances. Applications that are not submitted through Grants.gov will only be

accepted if the applicant has received prior approval from NPS ABPP, and they are submitted by the deadline.

Proof of timely submission shall be the date and time that Grants.gov receives the application. An electronic time stamp is automatically generated by the system when the application is successfully received by Grants.gov. The applicant will receive an acknowledgement of receipt and a tracking number from Grants.gov with the successful transmission of their application. Applicants should be aware that transmission of their application may take a significant amount of time. The automated system for Grants.gov should provide an error message if the application was not successfully received. Some applicants accidentally abort the transmission because they think that nothing is occurring; applicants should be patient and give the system time to process their application.

An Application Package has been included with this Notice of Funding Opportunity on Grants.gov. This Application Package contains seven mandatory forms that must be submitted with all applicant proposals:

1. Project Narrative Attachment (used to upload 5-page project narrative)
2. SF-424 (Application for Financial Assistance)
3. SF-424A (Budget Information)
4. SF-424B (Assurances)
5. Budget Narrative Attachment (used to upload budget narrative)
6. Project Abstract Attachment (used to upload project abstract)
7. Attachments (used for additional supporting documents as applicable)

The Application Package can be accessed and downloaded from the “Preview” section of the “PACKAGE” tab for this Notice of Funding Opportunity on Grants.gov. Applicants may also request paper copies of application materials by contacting NPS ABPP using the information provided in Section G of this Notice of Funding Opportunity.

D2. Content and Form of Application Submission

Project Narrative

Applicants are encouraged to use the section headings listed below that relate directly to the merit review criteria identified in Section E of this Notice of Funding Opportunity. A Merit Review Panel of NPS subject-matter experts will use the merit review criteria in Section E to score all applications, so it is very important for applicants to stay focused and relate all information to the criteria prompts.

The Project Narrative is limited to 5 pages, and any text beyond 5 pages may not be used to score an application. Applicants should be concise, and may use bullet points, subheadings, and other formatting techniques to organize their information, but all pages should maintain at least **one-inch margins** on all sides of the narrative, and **at least eleven-point font**. Where appropriate, supporting information such as charts, CVs, graphs, GIS maps, resumes, spreadsheets, summary

tables, and other relevant information may be referenced in the narrative and provided as an “attachment” to help economize space (example: requesting merit reviewers “see figure 3” in other attachments).

The Merit Review Panel may only consider information included with the application package at the time of its submission. Documents or websites referenced in the project narrative, but not included with the application package, will not be used to score an application.

Information referenced in the Project Narrative and provided as an “attachment” should also be concise, typically ranging in size from 1 to 3 pages. However, supporting materials may be longer when relevant information directly responds to merit review criteria prompts (example: Preservation Plans or recommendations of advisory councils).

The Project Narrative should begin with a brief project summary (1-2 paragraphs) that introduces the project and identifies the historic battlefield(s) or associated site(s) that will be the focus of the proposed project. **This project summary is not scored.** Applicants should include addresses and/or geographic location information for each site referenced, and include if the property is within a National Historic Landmark or property listed in the National Register of Historic Places (NRHP). When available, applicants should include the site(s) NRHP or state reference number ID(s) following the properties official title. The remainder of the narrative should address the merit review criteria included in Section E of this Notice of Funding Opportunity according to the following categories:

1. Preservation Goals and Anticipated Outcomes
2. FY-2024 Focus Areas
3. Objectives and Activities
4. Administration and Implementation
5. Partnerships and Engagement

The Project Narrative must be submitted using the mandatory Project Narrative Attachment Form.

SF-424, Application for Federal Assistance

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. Individuals applying as a private citizen (i.e., unrelated to any business or nonprofit organization you may own or operate in your name), must complete the SF-424, Application for Federal Assistance-Individual form. All other applicants must complete the standard SF-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, signed, and dated. Do not include any proprietary or personally identifiable information. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

Applicants completing the SF-424 must:

- Complete all required sections of the form and have the form signed and dated by the organization's Authorized Representative. The Authorized Representative is the person who has the authority to legally bind your organization to an agreement.
- Complete all required fields.
- Enter only the amount being requested from NPS ABPP in the "Federal" funding box on the SF-424. Applicants should include any other Federal sources of active funding in the "Other" box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the "Budget Narrative" section below).
- Enter any voluntary matching funds in the "Applicant" box.
- Make sure that the amounts entered on the SF-424 match the SF-424A and Budget Narrative.

Applicants should keep the following information in mind when completed the SF-424:

- The title section under the funding opportunity number is asking for title of this Notice of Funding Opportunity.
- The Descriptive Title for the applicant's project should be unique, and may describe the project's primary task or objective, and use the name of the battlefield(s) or associated site(s). However, vague or overly simplistic titles are not recommended (example: Battle of XYZ Phase II project).
- The primary point of contact entered in box F may be different from the Authorized Representative, and should be the anticipated project lead for the proposed project.

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

Applicants completing the SF-424A must:

- Complete all required fields.
- Enter project tasks in the "Grant Program Function or Activity" "(a)" column on Page 1.
- Enter only the amount being requested from NPS ABPP in the "Federal" "(e)" column under the New or Revised Budget Section of Page 1.
- Enter any voluntary cost share in the "Non-Federal" "(f)" column under the New or Revised Budget Section of Page 1.
- Enter the same project tasks as page 1 (organized by broader theme or component) into the numbered columns at the top of page 1A (second page of the SF-424A).

- Enter the associated Object Class Category cost for the Federal share of each task (applicant's voluntary cost share, and any other additional source of funding are entered on Page 2).
- Enter the same project tasks as page 1 into rows (8) through (11) on page 2.
- Enter any voluntary cost share under column "(b)".
- Enter any additional funding sources as appropriate under columns "(c)" and/or "(d)".
- Enter the total amount of all direct and indirect charges in Section F of page 2.

Applicants should keep the following information in mind when completed the SF-424A:

- Section D on Page 2 may be left blank.
- Section E should have the same project tasks as page 1 in rows (16) through (19).
- Section E should be completed with estimates provided in column "(b)" and "(c)," and these estimated should add up to total the same amount as the total amount on page 1.
- The remarks section of the SF-424A should not be used for the applicant's statement of overlap or duplication of effort (see Other Program Requirements below).

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

Applicants must submit a SF-424B. This form must be signed by the applicant's Authorized Representative.

Detailed Budget Narrative

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

Applicants are encouraged to use the section headings listed below (Items 1-13). These headings are the same as the object class categories identified on the SF-424A (example: Personnel). The prompts for each section are designed to stimulate responses necessary to determine the unit costs associated with each object class category on the SF-424A and confirm that those costs are allowable under 2 CFR 200. It is very important that the costs totaled on the Detailed Budget Narrative are the same as the totals provided on the applicant's SF-424A. Both the Detailed Budget Narrative and SF-424A total amount should match the amount specified on the applicant's SF-424.

There is no page limit for the Detailed Budget Narrative. Applicants are encouraged to be concise, but all unit costs must be justified numerically and with an explanation of how the applicant arrived at the figure. Applicants should not include the name of any specific contractor/vendor when providing figures based on market research. The inclusion of any specific contractor/vendor in the application package will disqualify the contractor/vendor from consideration for any contracts or sub-awards over \$10,000 associated with the proposed project, per Federal regulations specified in 2 CFR 200.320.

Applicants are encouraged to provide numerical information in table form, utilizing table/spreadsheet functions. These tables/spreadsheets may proceed or follow the summary information for each item of the Detailed Budget Narrative, but they must be accompanied by a summary. If the applicant is not proposing work and does not have associated costs for an item heading, the applicant should mark that section as N/A (\$0.00). All item sections should be sub-totaled.

Applicants are also encouraged to provide a combined table/spreadsheet after the item heading sections to combine all the sections sub-totals and confirm that the amounts match their SF-424 and SF-424A.

The Detailed Project Narrative must be submitted using the mandatory Budget Narrative Attachment Form, using the following headings to provide answers to the prompts:

1. Personnel:

Applicants must provide the title of each member of their project team, each team members cost per hour, and the total number of hours each team member will be used on the project (example: J. Smith, Project Director, \$20 per hour x 40 hours a week x 12 weeks = \$9,600.00 [480 hours]). Personnel are part of your organization. Consultant costs over \$10,000.00 should be identified under Contractual costs. Consultant fees under \$10,000.00, student stipends, and honorarium should be identified under “Other” costs.

2. Fringe Benefits:

For each position description listed under Personnel, the applicant must provide their organization’s fringe benefits rate and the associated dollar amount. If the applicant’s organization does not pay for fringe benefits, this section may be marked as N/A (\$0.00).

3. Travel:

Applicants must provide the following information for the proposed project related travel for each member of their project team:

- Unit of measure for distance to be traveled (example: mileage or plane ticket from X city to Y city).
- The number of travel units, cost per unit, and resulting dollar amount (example: 20 miles x \$0.59 = \$11.80).
- The lodging rate (hotel/housing), number of nights at a location, and resulting dollar amount (example: 3 nights x \$60 = \$180).

- The Per Diem (Meals/Incidentals) rate for the location where project activities are taking place.

Applicant's proposed travel must adhere to all applicable regulations and conditions included in 2 CFR Part 200.474, and be based on the Federal GSA rate, or the applicant organization's established written travel policy. The Federal GSA rate and is location specific and can be found online at: <https://www.gsa.gov/travel-resources?topnav>.

4. Equipment:

Applicants must list any equipment to be purchased for their proposed project. Equipment is defined in 2 CFR Part 200.33 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 \$5,000." Applicants must provide quotes or estimates obtained to support the proposed cost of the equipment and include a written justification as to why this equipment is necessary for the proposed project. Applicants must also demonstrate how purchasing permanent equipment is less expensive than renting it. If funded, grant award recipients who purchase equipment must adhere to regulations in 2 CFR Part 200.313 and 2 CFR Part 200.439.

5. Supplies:

Applicants must list any supplies they will require for their proposed project. Supplies are consumable products, raw materials, or other resources costing less than \$5,000 and having an estimated useful life of less than 1 year. The applicant's list should include a description of the supply unit, the cost per unit, and the resulting dollar amount (example: archeological sample bags, \$5 per bag x 10 = \$50). Categorizing supplies as "general office supplies" or "miscellaneous supplies is not acceptable and will not be considered an allowable cost.

6. Contractual:

Applicants must provide budget information for each contract and/or sub-award to take place as part of the proposed project. The budget information for each contract and/or sub-award must include:

- A description of the contract and/or subaward (example: consultant A for archeological survey of site or GIS consultant to map site).
- The unit of measure for the contract and/or subaward (example: hours, number of shapefiles, or development of a specific report).
- The dollar amount associated with the unit of measure and the resulting total cost for the contract and/or subaward (example: GIS consultant, \$25 per hour x 30 hours = \$750).

Applicants must describe how contract services will be obtained. Contracts or sub-awards over \$10,000 must follow the competitive selection process identified in 2 CFR 200.320 (approval of sole-source procurement is highly unlikely). Contracts or sub-awards under \$10,000 may be categorized as supply or "other" costs.

Applicants should not include the name of any specific contractor/vendor when providing figures based on market research. The inclusion of any specific contractor/vendor in the application package will disqualify the contractor/vendor from consideration for any contracts or sub-awards over \$10,000 associated with the proposed project, per Federal regulations specified in 2 CFR 200.320.

7. Other:

Applicants must provide the budget information for each item that does not fit into one of the other section headings listed above. This list should include the description of the item, and its unit type and unit cost per item (example: Student stipend, \$250 x 1 week field school = \$250). Honorarium or non-contractual costs for project partners should be listed in this section (example: costs for hosting meetings). “Miscellaneous,” “overhead,” and “contingency” costs are not acceptable line items, and will not be considered as allowable costs.

8. Total Direct Costs:

Applicants must provide the combined total cost for budget headings (1-7) and should confirm that the amount matches their SF-424 and SF-424A. Applicants are encouraged to provide this information in a table/spreadsheet format.

9. Total Indirect Costs:

This section must contain the following 3 components:

- A required indirect cost rate statement. Applicants must select one of the 8 indirect cost statements provided in section D6 (Funding Restrictions) of this Notice of Funding Opportunity.
- The percentage rate for indirect costs (negotiated, de minimis, or all costs to be charged directly).
- The associated base amount to which the indirect cost rate will be applied (base amounts may be direct costs, modified direct costs, or other costs as specified in the applicants current negotiated indirect cost rate agreement).

Applicants using a negotiated indirect cost rate must provide a copy of their current negotiated indirect cost rate agreement with the Cognizant Federal Agency. This negotiated indirect cost rate must be provided using the “attachments” form.

However, applicants should use this component to state one of the following actions:

- “Our organization’s Negotiated Indirect Cost Rate with the Cognizant Federal Agency is attached to the application package.”
- “N/A – see required indirect cost statement.”

For additional information on indirect cost rates and the Cognizant Federal Agency, applicants should see the “Indirect Costs – Organizations” portion of section D6 of this Notice of Funding Opportunity.

10. Total Federal Funding Request:

Applicants must provide the total amount of Federal funds being requested. This total

amount includes both direct and indirect charges. Applicants should verify that this amount matches the amounts they listed on their SF-424 and SF-424A. Voluntary non-federal cost share should not be included in this section.

11. Total Voluntary Non-Federal Cost Share:

Applicants must provide the total amount of any voluntary non-federal cost share they wish to apply to the proposed project. Applicants should verify that this amount matches the amounts they listed on their SF-424 and SF-424A. If the applicant is not providing voluntary cost share, they may mark this section “N/A (\$0.00).”

12. Combined Proposed Project Cost:

Applicants providing voluntary non-federal cost share must total the proposed projects total cost (Total Federal Funding Request + Total Voluntary Non-Federal Cost Share).

13. Overlap or Duplication of Effort Statement:

Applicants must provide an overlap or duplication of effort statement as required in the conditions portion of section D2 of this Notice of Funding Opportunity. For additional details on this requirement, applicants should see the last paragraph of this section below.

Project Abstract Summary

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

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

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

Conflict of Interest Disclosure

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

(a) Applicability.

(1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

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

(b) Notification.

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

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

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

(d) Review procedures. The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

(e) Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in [2 CFR §200.339](#), Remedies for noncompliance, including suspension or debarment (see also [2 CFR §180](#)).

Uniform Audit Reporting Statement

All U.S. states, local governments, federally recognized Indian tribes, institutions of higher education, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#), in accordance with 2 CFR 200 subpart F. U.S. state, local government, federally recognized Indian tribes, institutions of higher education, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

Certification Regarding Lobbying

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

Disclosure of Lobbying Activities

Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the [SF-LLL, “Disclosure of Lobbying Activities”](#) form if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non-appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 and 31 USC 1352 for more information on when additional submission of this form is required.

Overlap or Duplication of Effort Statement

If the project proposed in this application is funded through another Federal financial assistance award, in part or in whole, the applicant must provide a statement detailing the potential funding overlap in regards to activities, costs, or time commitment of key personnel. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted or copy of Federal financial assistance award covering activities covered under this proposal. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount. If no such overlap or duplication exists, state, “There are no overlaps or duplication between this application and any of our other Federal applications or funded projects”

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

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

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

Register with the System for Award Management (SAM):

Applicants can register on the [SAM.gov](#) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov “[Register with](#)

[SAM](#)” page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities will be assigned a Unique Entity Identifier (UEI). Entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity’s IRS information. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

D4. Submission Dates and Times

Due Date for Applications

03/14/2024

Application Due Date Explanation

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

Applicants are encouraged to submit the application well before the deadline. **Application preparation time may take several weeks, so applicants should start the application process as soon as possible.** Applications received after the deadline will not be reviewed or considered for award. If it is determined that a proposal was not considered due to lateness, the applicant will be notified during the selection process.

D5. Intergovernmental Review

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

D6. Funding Restrictions

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

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

Required Indirect Cost Statement to be submitted with Application.

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

We are:

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

indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by the Service.

- A [insert your organization type] that is submitting this proposal for consideration under the “Cooperative Ecosystem Studies Unit Network”, which has a Department of the Interior-approved indirect cost rate cap of 17.5%. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per [2 CFR §1402.414](#). If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from the Service to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that Service approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.

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

D7. Other Submission Requirements

For this section, applicants must clearly label each document provided under the “attachments” form. Other submission requirements include:

1. Map(s):

Applicants must provide at least **one map for each site** involved in their proposed project, indicating how it relates to battlefield(s) or associated site(s) of armed conflict. Any areas where proposed work will occur should be highlighted (example: portions of a battlefield where archeological survey will take place), and any known archeological or historical resources on the site should also be identified.

Additional historic maps can be included for context purposes, but **the primary map(s) of the project site(s) must be of modern origin** (example: GIS, google maps, or Topographical maps). All maps must be submitted using the “attachments” form. Applicants are encouraged to provide an itemized list or table of contents when providing more than one map, combining maps into a single document.

2. Image(s):

Applicants must provide at least one image of each proposed project site (after securing property owner permission to take the image if the property is not public space) using the “attachments” form.

3. Property Owner Permissions:

Applicants must provide property owner permission letters or a plan for acquiring

property owner permission as part of the project as identified in the Project Narrative using the “attachments” form.

4. Related Project Plans and Design Documents:

Applicants should provide excerpts from any related project plans or designs (no larger than a couple pages) relating to their project work. Applicants are reminded that the inclusion of a contractor's name or logo may disqualify it from consideration for any contract associated with the project. All plans and designs should be provided using the “attachments” form.

5. Letters of Support:

Applicants should provide letters of support from identified project partners and stakeholders using the “attachments” form. Applicants are reminded that stakeholders typically includes landowners or organizations with an economic or legal interest in the proposed project sites.

6. Other Supporting Materials:

Applicants should provide any other materials outside of the Project Narrative text to support effective merit review of your proposal. These may include resumes or CVs of key project personnel (2 page maximum per resume); position descriptions, quotes, or statements of work for staff and consultants. Other materials should be provided using the “attachments” form.

E. Application Review Information

E1. Criteria

Criterion 1

Maximum Points: 20

Preservation Goals and Anticipated Outcomes

Applicants should clearly identify the goal(s) and anticipated outcome(s) of the proposed project, and respond to one or more of the following prompts:

- Explain how the battlefields(s) or associated site(s) included in the project are important at the local, state, or national level.
- Explain how the project will meet the purpose of this grant program and help preserve or interpret the historic battlefield(s) or associated site(s).
- Describe how the project fits into a larger strategy, or is the catalyst for the beginning of a larger preservation or interpretation strategy for the battlefield(s) or associated site(s).
- Describe the urgency of a threat that the project will address, including the source, nature, and extent of the threat to the battlefield(s) or associated site(s).

- Justify how this project will contribute to preservation needs that might not otherwise be addressed at the battlefield(s) or associated site(s).

Criterion 2

Maximum Points: 20

FY-2024 Programmatic Focus Areas

Applicants should clearly identify how the proposed project will help ensure that battlefield(s) or associated site(s) remain relevant, and respond to one or more of the following prompts:

- Explain how the project will help preserve, promote, or protect the shared cultural heritage of all Americans at the battlefield(s) or associated site(s).
- Explain how the project will explore and/or interpret an underrepresented story of the battlefield(s) or associated site(s).
- Describe how the project will embrace diverse communities to be active participants in the preservation or interpretation of the battlefield(s) or associated site(s).
- Describe how the project will be focused on using the best practices in resource stewardship to help preserve the battlefield(s) or associate site(s).
- Discuss how the project will use the most advanced or relevant technology to improve accessibility and/or remove barriers to inclusion at the battlefield(s) or associated site(s).

Criterion 3

Maximum Points: 20

Objectives and Activities

Applicants should clearly identify the objectives and activities of the proposed project, and respond to **all** of the following prompts:

- Explain how specific work tasks are needed to help achieve project objectives and accomplish the goal(s) and anticipated outcome(s) of the project.
- Explain how the specific work tasks are the best method for achieving the objectives, goal(s) and anticipated outcome(s) of the project.
- Justify how the proposed project budget is reasonable and necessary to carry out the specific work tasks associated with the project (applicants may reference their budget narrative for supporting information).
- Justify how the specific work tasks are compatible with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* or how the standards do not apply (ex: website development).

Criterion 4**Maximum Points: 20*****Administration and Implementation***

Applicants should clearly identify all members of the proposed project team, provide a summary work schedule, and respond to **all** of the following prompts:

- Explain each team members roles and responsibilities during the project, and their qualifications for carrying out the assigned work (applicants may reference “attachments” such as resumes and CVs to provide additional information).
- Explain if contractors/consultants will be hired as part of the project, how that hiring process will be conducted, and how the contractor(s)/consultant(s) will support the project team.
- Describe any anticipated reviews that will need to be carried out as part of the project, and how the review(s) will be completed.
- Describe any anticipated permissions (example: property owner) that will need to be obtained as part of the project, and how permission(s) will be requested.
- Justify the anticipated period of performance for the project and summarize key dates for the assigned work (applicants may reference “attachments” such as timetables, gantt charts, and other scheduling tools to provide additional information).

Criterion 5**Maximum Points: 20*****Partnerships and Engagement***

Applicants should clearly identify all current or potential project partners, how they will be engaged with the project, and respond to **all** of the following prompts:

- Explain how current or potential project partners are appropriate, and will be involved with the project, including how the proposed project will identify and incorporate diverse perspectives.
- Explain if current or potential project partners have a community, economic, legal, or professional interest in the proposed battlefield(s) or associated site(s).
- Describe any anticipated concerns that may be a barrier to current or potential project partner involvement.
- Justify the level of current project partner engagement with letters of support, memorandum of understanding, or other correspondence (applicants may reference “attachements” for supporting documentation).
- Justify the level of potential project partner engagement and discuss how they will be invited to participate in the project (applicants may reference “attachments” or specific tasks outlined in the Project Narrative's objectives and activities).

E2. Review and Selection Process

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

The program may not make a Federal award to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the Bureau is ready to make an award, the program may determine that the applicant is not qualified to receive an award. The program can use that determination as a basis for making an award to another applicant.

Prior to award, the program will evaluate the risk posed by applicants as required in 2 CFR 200.205. Programs document applicant risk evaluations using the Bureau's "Financial Assistance Recipient Risk Assessment" form. Prior to approving awards for Federal funding in excess of the simplified acquisition threshold (currently \$250,000), the Bureau is required to review and consider any information about or from the applicant found in the Federal Awardee Performance and Integrity Information System. The Bureau will consider this information when completing the risk review. The Bureau uses the results of the risk evaluation to establish monitoring plans, recipient reporting frequency requirements, and to determine if one or more of the specific award conditions in 2 CFR 200.207 should be applied the award.

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

a. Initial Review

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

b. Comprehensive Merit Review

All applications that satisfactorily pass the initial review will be eligible for the Comprehensive Merit Review. The criteria elements will be scored on a 20 point scale:

20	Superior	(100 % of weighted average)
16	Good	(80 % of weighted average)
12	Satisfactory	(60 % of weighted average)
08	Marginal	(40 % of weighted average)

04	Poor	(20 % of weighted average)
00	Not Acceptable	(No score)

The scoring of each criterion must be based on the strengths and weaknesses of the application narrative. To assist in assigning an appropriate score, the following will be used as a **guideline**:

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

c. Selection

The Selection Official may consider the merit review recommendation, program policy factors including geographic diversity and distinct preservation outcome of the project, as well as the amount of funds available to select applications for funding.

d. Budget Review

The proposed budget will be reviewed to ensure all costs are necessary, reasonable, allowable, and allocable for the activities to be conducted. Costs will also be reviewed to determine cost realism and feasibility relative to the objectives contained within the project narrative. Deficiencies, as well as suggested adjustments, may be noted for discussion purposes if an applicant is selected for award. **Although the budget evaluation does not affect the comprehensive merit review criteria noted above, the budget information may be considered as a deciding factor for selection** if the budget does not support the technical

aspects of the proposal, or if adequate funds are not available to support the proposed effort.

e. Discussions and Award

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

E3. CFR – Regulatory Information

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

E4. Anticipated Announcement and Federal Award Dates

Estimated date of Federal Award: June 30, 2024

Estimated date of notifying successful and unsuccessful applicants: June 30, 2024

F. Federal Award Administration Information

F1. Federal Award Notices

Upon being selected for the award, successful applicants will receive a notification of the selection of their application for funding. NPS will notify the applicant selected for award by June 30, 2023. A notice of selection is not an authorization to begin performance on an agreement. This notice will detail the next steps in the awarding process. Once all clearances and reviews have been conducted, a cooperative agreement or grant will be sent for signature.

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

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

F2. Administrative and National Policy Requirements

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

Data Availability

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

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

(b) The Federal Government has the right to:

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

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

NHPA Section 106

Projects funded under this program constitute “undertakings” as defined by Section 106 of the National Historic Preservation Act, as amended (54 U.S.C. 306108).

(a) NPS Responsibilities

The NPS encourages Applicants to design projects to avoid Adverse Effects on historic properties and adhere to the appropriate *Secretary of the Interior’s Standards and Guidelines*.

Upon receipt of applications, the NPS ABPP will fulfill its responsibilities under Section 106 of the National Historic Preservation Act to review proposed activities for their potential effects on historic properties. For eligible activities that NPS determines have potential to cause effect, the NPS will consult with the Applicant, State Historic Preservation Office (SHPO), federally recognized Indian tribes, and other appropriate consulting parties. NPS and the SHPO will make best efforts to expedite reviews through a finding of No Adverse Effect when they concur that project plans and specifications or scopes of work can be modified to ensure adherence to the *Standards* and avoid, minimize, or mitigate effects on historic properties. Applicants may include costs associated with Section 106 in their proposed budgets if eligible project activities may require identification and evaluation efforts (such as activities involving ground disturbance or other alterations to historic properties). Funding amounts for eligible activities cannot be increased after award under this NOFO. NPS ABPP will not fund costs associated with mitigating Adverse Effects.

(b) Recipient Responsibilities

All grant-funded activities must adhere to the terms and conditions of the Grant Agreement and approved scope of work. The Grant Agreement may require the Recipient to meet any or all of the following conditions, depending on the proposed project activities:

- Ensure that project work will meet, as applicable, the *Secretary of the Interior's Standards for Archeology and Historic Preservation* and relevant state standards and guidelines;
- Ensure that work will be carried out, as applicable, by a professional that meets or exceeds the *Secretary of the Interior's Professional Qualification Standards*;
- Submit a plan or research design to applicable State or Tribal Historic Preservation Offices for review at least 30 days prior to commencing activities involving ground disturbance, artifact recovery, or alterations to historic properties;
- Submit a draft archeological survey report or other required technical report(s) to the applicable State or Tribal Historic Preservation Office and the NPS for review;
- Deposit all archeological materials and appropriate field and research materials collected as a result of archeological investigations for permanent curation with a curation facility which meets the requirements in 36 CFR Part 79, *Curation of Federally Owned and Administered Archeological Collections*, and provide the NPS with a copy of the curation agreement as evidence of its compliance; and/or
- Comply with the NPS ABPP Programmatic Agreement's requirements for the treatment of unanticipated discoveries and human remains (Stipulation XI, "Post-review Discoveries").

F3. Reporting

Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

Significant Development Reports

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance

needed to resolve the situation. The recipient should also notify the Service in writing of any favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Real Property Reports

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

Not applicable – the acquisition of real property is not eligible under this Notice of Funding Opportunity.

Conflict of Interest Disclosures

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

Other Mandatory Disclosures

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in [2 CFR 200.339](#) Remedies for Noncompliance, including suspension or debarment.

Reporting Matters Related to Recipient Integrity and Performance

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

G. Federal Awarding Agency Contact(s)

G1. Program Technical Contact

For **programmatic technical assistance**, contact:

First and Last Name:

Philip Bailey

Address:

1849 C St NW, MS 7228, Washington, DC 20240

Telephone:

202-513-7126

Email:

abpp_ppg@nps.gov

G2. Program Administration Contact

For **program administration assistance**, contact:

First and Last Name:

Philip Bailey

Address:

1849 C St NW, MS 7228, Washington, DC 20240

Telephone:

202-513-7126

Email:

abpp_ppg@nps.gov

G3. Application System Technical Support

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

Grants.gov Customer Support

Numeric Input Field: 1-800-518-4726

Support@grants.gov

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

GrantSolutions Customer Support

1-866-577-0771

Help@grantsolutions.gov

H. Other Information

Payments

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by the Service program. Foreign recipients receiving funds to a final destination bank outside the U.S.

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

Additional Program Information:

Other grant opportunities administered by NPS ABPP include Battlefield Interpretation Grants, Battlefield Restoration Grants, and Battlefield Land Acquisition Grants. These three grant programs award funds from the Land and Water Conservation Fund and carry specific programmatic requirements. The Battlefield Interpretation Grant program funds projects that deploy technology to modernize battlefield interpretation and education at surveyed battlefields. The Battlefield Restoration Grants provides assistance for projects intended to restore "day of battle" conditions on surveyed battlefields. The Battlefield Land Acquisition Grant program is available on a year-round "rolling" basis, to state and local governments in order to assist with the acquisition of eligible sites or interests in eligible sites for their preservation and protection. Properties eligible for acquisition under the land acquisition program are defined as land that is located at least 50% within the boundary of one or more surveyed battlefields identified in the Battlefield Reports commissioned by Congress. Specifically, the *Report to Congress on the Historic Preservation of Revolutionary War and War of 1812 Sites in the United States* (2007), and the *Civil War Sites Advisory Commission Report on the Nation's Civil War Battlefields* (1993).

More information is available on the NPS ABPP website at <https://www.nps.gov/abpp>