

## ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

### EXECUTIVE SUMMARY

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

Funding Opportunity Title: FY09 Bay Watershed Education and Training Program, Adult and Community Watershed Education in the Monterey Bay

Announcement Type: Initial

Funding Opportunity Number: NOS-NMS-2009-2001651

Catalog of Federal Domestic Assistance (CFDA) Number: 11.429, Marine Sanctuary Program.

Dates: Applications must be received and validated by Grants.gov on or before 5 p.m. PST on February 27, 2009. PLEASE NOTE: It may take Grants.gov up to two (2) business days to validate or reject the application. Please keep this in mind in developing your submission timeline. Both hard copy and electronic proposals received after that time will not be considered for funding and will be returned to the applicant.

Funding Opportunity Description: The California B-WET Program, Adult and Community Watershed Education, is a competitively based program that supports existing environmental education programs, fosters the growth of new programs, and encourages the development of partnerships among environmental education programs throughout the Monterey Bay watershed. Funded projects provide meaningful watershed education to adults and communities. The term meaningful watershed education is defined as outcome-based programs that educate citizens about their role in protecting water quality and demonstrate behavioral changes that improve water quality and promote environmental stewardship.

## FULL ANNOUNCEMENT TEXT

### I. Funding Opportunity Description

#### A. Program Objective

The NOAA National Marine Sanctuary Program seeks innovative proposals for projects that provide meaningful watershed education to adults and communities. The Monterey Bay is susceptible to impacts from urban, rural, and agricultural sources of pollution. Runoff from forests, cities, towns, neighborhoods, and agricultural land can wash pollutants, including oils, heavy metals, sediments, nutrients, detergents, pesticides, and bacteria, into numerous storm drains and over 50 rivers, creeks, and estuaries that drain into the Monterey Bay National Marine Sanctuary. Projects funded under this program will be outcome-based programs that educate citizens about their role in protecting water quality and demonstrate behavioral changes that improve water quality and promote environmental stewardship.

#### B. Program Priorities

Proposals submitted under this area should address the following elements and types of activities:

- a. Projects are innovative and ultimately sustainable: Projects may be developed around a new and innovative method or may be based on existing, effective, and well proven programs that are modified or expanded. Projects should not be focused solely on the production and distribution of printed materials to educate the public about water quality and watersheds of the Monterey Bay. Although a small part of the project (up to 15%) may include printed materials, the educational focus should be an imaginative and effective technique to adult education (e.g.; field experiences, community talks on storm drain systems, restaurant outreach, community forums, clean water lecture series, neighborhood and watershed presentations). Programs should provide an overview and solutions to common sources of pollution, hands-on demonstrations and training for non-polluting practices, focused neighborhood outreach programs targeting known sources of pollution, litter removal programs, and industry-specific programs. These programs should demonstrate sustainability and the ability to continue beyond B-WET funding.
- b. Projects focus on human activities that impact the Monterey Bay National Marine Sanctuary and its watershed: Projects should focus on adult or community education on water quality issues stemming from urban runoff, microbial contamination and beach closures, marinas and boating practices, agricultural runoff, and non-point source pollution.
- c. Projects promote a greater understanding of the watershed: Projects should focus on the hydrologic cycle, sources of pollution to the Monterey Bay, the Monterey Bay National Marine Sanctuary, and the connection between the health of the Bay,

near-shore intertidal areas, wetlands and the condition of the local watersheds.

d. Projects target a specific audience: Projects should target one of the following audiences: local governments, decision makers, citizen groups or industry and businesses that may contribute specific pollutants (e.g., restaurants, autoshops, construction and plumbing companies, janitorial services, farms, etc.). In addition, the B-WET program strongly encourages applicants to target an underserved/underrepresented audience. Projects should encourage changing the mind-set of a diverse population and educate target audiences about solutions to water pollution. Projects should develop the capacity of local governments, citizen groups and other organizations to promote sustainable, community-based stewardship and enhance local watershed management.

e. Projects demonstrate or promote partnerships: A partnership is a collaborative working relationship between two or more organizations. All partners should be actively involved in the project. Letters of support from each partner must be submitted with the application package to demonstrate the level of commitment and involvement.

f. Projects strengthen the links between communities and NOAA: Many NOAA offices have excellent programs that can be geared towards water quality and watershed education and have personnel that are experts in marine and coastal issues (e.g., the Monterey Bay National Marine Sanctuary Water Quality Protection Program). Utilizing NOAA programs or issues focused on marine and coastal resources and/or employing the expertise of NOAA scientists and natural resource professionals can heighten the impact of each project (for more information about NOAA programs, please visit the following websites: <http://www.noaa.gov>, <http://montereybay.noaa.gov/>).

### C. Program Authority

33 USC 893 a(a).

## II. Award Information

### A. Funding Availability

This solicitation announces that approximately \$200,000 may be available in FY 2009 in award amounts to be determined by the proposals and available funds. The National Marine Sanctuary Program anticipates that approximately 3-6 grants will be awarded with these funds and that typical project awards will range from \$20,000 to \$60,000. The California B-WET Program should not be considered a long-term source of funds; applicants must demonstrate how ongoing programs, once initiated, will be sustained.

There is not guarantee that sufficient funds will be available to make awards for all qualified projects. The exact amount of funds that may be awarded will be determined in pre-award negotiations between the applicant and NOAA representatives. Publication of this notice does not oblige NOAA to award any specific project or to obligate any available funds. If applicants incur any costs prior to an award being made, they do so at their own risk of not being reimbursed by the government. Notwithstganding verbal or written assurance that may have been received, there is no obligation on the part of NOAA to cover pre-award costs unless approved by the Grants Officer as part of the terms when the award is made.

#### B. Project/Award Period

The project start date should not begin before September 1, 2009. Proposals may be considered eligible for renewal beyond the first project period. Proposals may be submitted for up to 3 years. However, funds will be made available for only a 12-month award period and any renewal of the award period will depend on submission of a successful proposal subject to panel reviews, adequate progress on previous award(s), and available funding to renew the award. No assurance for funding renewal exists; funding will be at the complete discretion of NOAA. Projects that plan on renewal must include in their first-year submission a full description of the activities and budget for the first year as described in this announcement, and a summary description of the proposed work and estimated budget by line item (without the supporting budget detail pages) for each subsequent year. If selected for funding, the applicant will be required to submit a full proposal each subsequent year by the deadline announced in the following competitive cycle. In addition to the requirements for new proposals, renewed projects should include the accomplishments to date on the previous year's grant in their subsequent grant submissions.

#### C. Type of Funding Instrument

Whether the funding instrument is a grant or a cooperative agreement will be determined by the amount of the National Marine Sanctuary Program's involvement in the project. A cooperative agreement will be used if the National Marine Sanctuary Program shares responsibility for management, control, direction, or performance of the project with the recipient. Specific terms regarding substantial involvement will be contained in special award conditions.

### III. Eligibility Information

## A. Eligible Applicants

Eligible applicants are institutions of higher education, nonprofit organizations, state or local government agencies, and Indian tribal governments. The Department of Commerce/ National Oceanic and Atmospheric Administration (DOC/NOAA) is strongly committed to broadening the participation of historically black colleges and universities, Hispanic serving institutions, tribal colleges and universities, and institutions that service underserved areas. The National Marine Sanctuary Program encourages proposals involving any of the above institutions.

## B. Cost Sharing or Matching Requirement

No cost sharing is required under this program; however, the National Marine Sanctuary Program strongly encourages applicants to share as much of the costs of the award as possible. Funds from other Federal awards will not be accepted as matching funds. The nature of the contribution (cash versus in-kind) and the amount of matching funds will be taken into consideration in the review process with cash being the preferred method of contribution.

## C. Other Criteria that Affect Eligibility

None.

## IV. Application and Submission Information

### A. Address to Request Application Package

#### A. Address to Request Application Package

##### 1. Electronic submission

Applicants are strongly encouraged to submit applications electronically through <http://www.grants.gov>. You may access the electronic grant application for the Bay Watershed Education and Training Program, Adult and Community Watershed Education at <http://www.grants.gov>. Please note that applicants must locate the downloadable application package for this program by the FFO number or CFDA number (11.429). Users of Grants.gov will be able to download a copy of the application package, complete it off line, and then upload and submit the application via the Grants.gov website. When you enter the Grants.gov site, you will find information about submitting an application electronically through the site as well as the hours of operation. We strongly recommend that you do not wait until the application deadline date to begin the application process through Grants.gov.

To use Grants.gov, applicants must have a DUNS number and register in the Central Contractor Registry (CCR). You should allow a minimum of two weeks to complete the CCR registration.

After electronic submission of the application, applicants will receive an automatic acknowledgment from Grants.gov that contains a Grants.gov tracking number. NOAA may request that you provide original signatures on forms at a later date.

## 2. Hard copy submission

Paper applications, a signed original and 2 copies (submission of five additional hard copies is strongly encouraged to expedite the review process, but it is not required) may be submitted to Attn: Seaberry Nachbar, B-WET Program Manager, Monterey Bay National Marine Sanctuary Office, 299 Foam Street, Monterey, CA 93940. The closing deadline for applying through grants.gov is the same as for the paper submission noted in this announcement. If you are submitting a hard copy application package, these are available at the

NOAA Grants Management Division at:

<http://www.ofa.noaa.gov/%7Egrants/appkit.html> or visit the National Marine Sanctuaries B-WET website at: <http://sanctuaries.noaa.gov/BWET> for application packages, instructions, example forms, and additional information.

If the applicant has difficulty downloading the required forms, he or she should contact Seaberry Nachbar, Monterey Bay National Marine Sanctuary office; 299 Foam Street, Monterey, CA 93940, or by phone at 831-647-4204, or fax to 831-647-4250, or via internet at [seaberry.nachbar@noaa.gov](mailto:seaberry.nachbar@noaa.gov). Telephonic device for the deaf (TDD) capabilities can be reached through the TDD contact number 1-800-735-2922, between the hours of 8 a.m.-4:30 p.m.

## B. Content and Form of Application

Proposals must adhere to the following provisions and requirements. Failure to follow these restrictions will result in proposals being returned without review.

### 1. Federal Forms

Applicants may submit the information typically included on these documents through the <http://www.grants.gov> website. The required forms are as follows:

SF-424: Application for Federal Assistance;

SF-424A: Budget Information, Nonconstruction Programs;

SF-424B: Assurances, Non-Construction Programs;

CD-511: Certifications Regarding Debarment, Suspension, and other Responsibility Matters: Drug Free Workplace Environment.

Depending on the applicant, the following forms may also be required:

CD-346: Applicant for Federal Assistance: (Required for the following individuals-Sole Proprietorship, Partnerships, Corporations, Joint Venture, Non-profit Organizations);

SF-LLL: Disclosure of Lobbying Activities.

## 2. Proposals

Proposals must be complete and must follow the format described in this notice. Applicants should not assume prior knowledge on the part of the National Marine Sanctuary Program as to the relative merits of the project described in the application.

### a. Proposal Requirements:

Electronic submission- Applicants are strongly encouraged to submit applications electronically through <http://www.grants.gov>.

Hard copy submission- If submitting a hard copy or paper application, applications must not be bound and must be one-sided (Copies can be double-sided). Applicants are required to submit one signed original and two copies of the full proposal (submission of five additional hard copies is strongly encouraged to expedite the review process, but it is not required).

Required elements for all submissions-

- (1) Proposal format must be in at least a 10-point font and double-spaced.
- (2) Appendices and supporting documentation may be included (see section IV.B.2.b.9) but may not exceed a total of 10-pages. Appendices may include information such as curriculum, resumes, and/or letters of endorsement. Additional informational material will be disregarded.
- (3) Brevity will assist reviewers and program staff in dealing effectively with proposals. Therefore the entire application package should not exceed 35-pages (this total does not include Federal forms).

Proposals should include the following information and it is recommended that they follow the format outlined below:

#### (1) Project summary (1-page):

- Organization title.
- Applicant name.
- Principal Investigator(s) (PI).
- Address, telephone number, and email address of applicant and PI.
- Partner(s).
- Project title.
- Project duration.
- Project objectives.
- Summary of work to be performed (include number of adults that will be involved in your project)
- Total Federal funds requested.
- Cost-sharing to be provided from non-Federal sources, if any. Specify whether contributions are project-related cash or in-kind.
- Total project cost.

(2) Accomplishments to date (if applicable): If you have previously received a B-WET grant and your project is being considered for renewal beyond the first year, describe your accomplishments to date to demonstrate to reviewers that the project goals and objectives have been/are being met.

(3) Project description: Describe precisely what your project will achieve what, how, why, who, and where.

- What: Provide a statement of your project, a project description and a list your objectives. This should include a clear statement of the work to be undertaken.

- How: List and explain your objectives and how you are going to accomplish these objectives. Specifically, outline a plan of action pertaining to the scope and detail of how the proposed work will be accomplished. Explain your strategy, activities, delivery methods, and accomplishments to establish for reviewers that you have realistic goals and that you will use effective methods to achieve them. When accomplishments cannot be quantified, list the activities in chronological order to show the schedule of accomplishments and target completion dates. Objectives should be simple and understandable; as specific and quantitative as possible; clear as to the "what and when," but should avoid the "how and why." Projects should be accomplishment oriented and identify specific performance measures.
  - Why: Describe why your project meets each of the activities and elements as outlined in Section I.B.1.a-g.
  - Who: Explain who will conduct the project and the target audience. Include the following: List each organization, cooperator, or other key individuals who will work on the project. Include a short description of the nature of his or her effort or contribution and resumes for each individual that is participating significantly in the project. Identify the target audience and demonstrate an understanding of the needs of that audience.
  - Where: Give a precise location of the project and area(s) to be served.
- (4) Need for government financial assistance: Demonstrate the need for assistance. Explain why other funding sources cannot fund all the proposed work.
- (5) Benefits or results expected: Identify and document the results or benefits to be derived from the proposed activities.
- (6) Project evaluation: Evaluation here is defined as the systematic collection and documentation of information about your project's outcomes in order to improve the project's effectiveness, guide judgments about its impact, and/or inform decisions about future programming or funding. Up to 10% of the budget can be spent on the evaluation component of your proposal.

For this section, describe your evaluation plan, that is, how you will measure and document the outcomes and impacts of your project on your audience(s). How will your audience(s) be different after their involvement in your project and how will you measure those differences? The outcomes you measure should correlate to your goals and objectives and the California B-WET Program's definition of Meaningful Watershed Education. Indicators of outcomes may be audience satisfaction with the project experience and changes in their knowledge, skills, attitudes and/or behaviors. Indicators of outcomes do not include the number of people served or the activities you and your audience(s) engage in.

In this section include how and when you will gather evaluation data. Data can be quantitative and/or qualitative and data-gathering instruments might include (but are not limited to) pre- and post-tests, surveys, interviews, guided observations, or rubric-rated presentations.

Also explain how you will document your evaluation results and if your evaluation will be front-end (used to determine audience needs/understandings and plan a

project), formative (used to improve a project) and/or summative (used to guide judgments about a project's impact and value).

Grant recipients will be required to submit a comprehensive evaluation report at the end of their project period.

(7) Budget narrative: The budget narrative should include the total project costs that are required to accomplish what is proposed in the Project Description and includes contributions and donations. The budget narrative should provide the information needed to determine how the numbers outlined in the Budget Information form (SF-424A) were derived. The narrative should explain the specific budget categories that are outlined in the SF-424A form, such as personnel/salaries, fringe benefits, travel, equipment, supplies, contract costs, and indirect costs (for an example of a completed SF-424A, a budget narrative and descriptions of the budget categories, please visit the National Marine Sanctuaries B-WET website at: <http://sanctuaries.noaa.gov/BWET>). The budget narrative submitted with the application should match the dollar amounts on all required Federal forms (SF-424, SF-424A). Additional cost detail may be required prior to a final analysis of overall cost allowability, allocability, and reasonableness. Please Note the following funding restrictions:

- The California B-WET Program should not be considered a long-term source of funds, therefore it is crucial that you explain how you will ensure that ongoing programs, once initiated, will be sustained.
- The budget may include an amount for indirect costs only if the applicant has an established indirect cost rate with the Federal government, see Funding Restrictions, Section IV.E.1. If the applicant has an established indirect cost rate, a copy of the negotiated rate must be included with the application.
- Funds for salaries and fringe benefits may be requested only for those personnel who are directly involved in implementing the proposed project and whose salaries and fringe benefits are directly related to specific products or outcomes of the proposed project. NOAA strongly encourages applicants to request reasonable amounts of funding for salaries and fringe benefits to ensure that your proposal is competitive.

(8) Letters of support from partners: Letters of support from each partner that is making a significant contribution to the project are required with the application package.

(9) Supporting documentation: Provide any required documents and any additional information necessary or useful to the description of the project (for example, resumes, curriculum, lesson plans, and letters of support). The amount of information given in this section will depend on the type of project, but should be no more than 10 pages.

### C. Submission Dates and Times

Applications must be received and validated by Grants.gov on or before 5 p.m. PST on February 27, 2009. Please note: Validation or rejection of your application by Grants.gov may take up to 2 business days after submission. Please

consider this process in developing your submission timeline. Both hard copy and electronic proposals received after that time will not be considered for funding and will be returned to the applicant.

#### D. Intergovernmental Review

Applications under this program are not subject to Executive Order 12372, Intergovernmental Review of Federal Programs.

#### E. Funding Restrictions

##### Indirect Cost Rates

Regardless of any approved indirect cost rate applicable to the award, the maximum dollar amount of allocable indirect costs for which the Department of Commerce will reimburse the recipient shall be the lesser of 25 percent of the total proposed direct costs for this program or the Federal share of the total allocable indirect costs of the award based on the indirect cost rate approved by an oversight or cognizant Federal agency and current at the time the cost was incurred, provided the rate is approved on or before the award end date. Applicants whose indirect cost rate would result in indirect costs above 25 percent of the total proposed direct costs may use the amount above the 25 percent level as cost sharing. The indirect cost rate agreement must be included with the application package. If the applicant does not have a current negotiated rate and plans to seek reimbursement for indirect costs, documentation necessary to establish a rate must be submitted within 90 days of receiving an award.

#### F. Other Submission Requirements

Application packages should be submitted through Grants.gov. If an applicant does not have Internet access, the applicant should send the application package to: Seaberry Nachbar, B-WET Program Manager, Monterey Bay National Marine Sanctuary Office, 299 Foam Street, Monterey, CA 93940. Hard copy proposals may be submitted to National Marine Sanctuary Program, attention Seaberry Nachbar, 299 Foam Street, Monterey, CA 93940.

### V. Application Review Information

#### A. Evaluation Criteria

1. Importance and/or relevance and applicability of proposal to the program goals (30 points)

This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, federal, regional, state, or local activities. For the California B-WET Program, Adult and Community Watershed Education this includes the following categories and questions:

- a. Projects focus on human activities that impact the Monterey Bay National Marine Sanctuary and its watershed (10 points): Does the project focus on water quality issues that stem from urban runoff, microbial contamination and beach closures, marinas and boating practices, agricultural runoff, or non-point source pollution that can impact the Monterey Bay National Marine Sanctuary?
- b. Projects promote a greater understanding of the natural watershed, storm drains, or sewers (10 points): Does the project focus on the hydrologic cycle, sources of pollution to the Monterey Bay, the Monterey Bay National Marine Sanctuary, and the connection between the health of the Bay and the condition of the local watersheds?
- c. Projects demonstrate or promote partnerships (5 points): Does the proposal include partnerships? Is the partnership a working relationship with all entities contributing to the project? Are there letters of support from each partner? Does the proposal outline the specific activity and function of each partner? Do the partners enhance the project? Does the applicant partner with a school division or school system?
- d. Projects target a specific audience: (5 points): Does the project target one of the audiences as outlined in Section I.B.1.d? Does the project target an underserved/underrepresented audience? Does the project change the mind-set of a large, diverse population and educate target audiences about solutions to water pollution? Does the project develop the capacity of local governments, citizen groups and other organizations to promote sustainable, community-based stewardship and enhance local watershed management?

2. Technical merit (30 points)

This criterion assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. For the California B-WET Program, Adult and Community Watershed Education this includes the following categories and questions:

- a. Projects are innovative and ultimately sustainable (10 points): Does the proposal efficiently target adults and demonstrate an effective and robust approach to watershed and water quality education? Does the project focus on adult education that is imaginative and that is not focused solely on the production and distribution of printed materials to educate the public about water quality and watersheds of the Monterey Bay? What is the likelihood of the proposed environmental activities to improve the general understanding of the environment? Does the applicant demonstrate that the project will continue after NOAA funding has expired?
- b. Projects strengthen the links between communities and NOAA: (5 points): Does the applicant utilize NOAA programs or material focused on marine and coastal issues? Does the applicant use NOAA personnel to enhance their project?
- c. Objectives (5 points): Are the objectives in the proposal clearly defined and

focused? Does the applicant demonstrate that the objectives are realistic and can be reached within the proposed project period? Are the project outcomes measurable and have significant and lasting benefits for general public and coastal waters?

d. Evaluation (10 points): Does the project evaluation description meet the guidelines offered in Section IV.B.2.b(6)? Specifically, does the evaluation component of the project focus on measuring changes in participants? Are the methods for gathering evaluation data systematic and if replicated, would they gather reliable qualitative and/or quantitative data? Are the indicators of outcomes chosen appropriate for this project? Will the documentation of evaluation results as described help guide assessments of the project's effectiveness, impact and/or value?

### 3. Overall qualifications of applicants (15 points)

This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. For the California B-WET Program, Adult and Community Watershed Education this includes the following questions: Does the applicant show the capability and experience in successfully completing similar projects? Does the applicant demonstrate knowledge of the target audience? Does the applicant demonstrate knowledge of water quality issues and pollution that can impact the Monterey Bay National Marine Sanctuary? Are the partners involved in the project qualified?

### 4. Project costs (15 points)

This criterion evaluates the budget to determine if it is realistic and commensurate with the project needs and time frame. For the California B-WET Program, Adult and Community Watershed Education this includes the following questions: Does the applicant demonstrate the ability to leverage other resources? Is the nature of the cost share cash or in-kind? Is the budget request reasonable and does the applicant justify the proposed budget request? Are requested funds for salaries and fringe benefits only for those personnel who are directly involved in implementing the proposed project and/or are directly related to specific products or outcomes of the proposed project?

### 5. Outreach and education (10 points)

This criterion assesses whether the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. For the California B-WET Program, Adult and Community Watershed Education this includes the following questions: Does the project involve external sharing and communication? Does the applicant demonstrate how they will share their activities and results to other interested parties?

## B. Review and Selection Process

### 1. Initial Evaluation of the Application

Once a full application has been received by the National Marine Sanctuary Program,

an initial administrative review is conducted to determine compliance with requirements and priorities of the application. If applications do not comply, they will be returned without further review.

## 2. Review Panel

The National Marine Sanctuary Program will convene a review panel consisting of at least three regional experts in the field of environmental education and/or water quality/resources from NOAA and non-NOAA organizations. Each reviewer will individually evaluate and score proposals (1-100 points) using the evaluation criteria provided in Section V.A. The review panel will then discuss the projects as a panel. Each member of the panel will individually make recommendations and provide a numerical ranking to the CA B-WET Program Manager. No consensus advice will be given by the review panel members.

## C. Selection Factors

The CA B-WET Program Manager will review the ranking of the proposals and recommendations of the review panel. The average numerical ranking from the review panel will be the primary consideration in deciding which of the proposals will be recommended for funding to the Selecting Official.

The Selecting Official shall award in rank order unless the proposal is justified to be selected out of rank order based upon one or more of the following factors:

1. Availability of funding
2. Balance/distribution of funds
  - a. Geographically
  - b. By type of institutions
  - c. By type of partners
  - d. By research areas
  - e. By project types
3. Whether this project duplicates other projects funded or considered for funding by NOAA/federal agencies
4. Program priorities and policy factors as set out in Section I.B.1-3.
5. Applicant's prior award performance
6. Partnerships and/or participation of targeted groups
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 Grants Officer.

Projects considered for renewal will be evaluated by the B-WET Program Manager and other National Marine Sanctuary Program staff to determine whether to be renewed for funding based upon the advice of the review panel. If there has been satisfactory prior award performance, projects considered for renewal may take priority over new proposals.

#### D. Anticipated Announcement and Award Dates

Subject to the availability of funds, review of proposals will occur during the two months following the date given in this announcement that the full proposals are due.

### VI. Award Administration Information

#### A. Award Notices

Successful applicants will receive notification that the application has been recommended for funding to the NOAA Grants Management Division. This notification is not an authorization to begin performance of the project. Official notification of funding, signed by a NOAA Grants Officer, is the authorizing document that allows the project to begin. Notifications will be issued through postal mail to the Authorizing Official of the project. Unsuccessful applicants will be notified that their proposal was not selected for recommendation. Unsuccessful applications will be kept on file in the Program Office.

#### B. Administrative and National Policy Requirements

1. The Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements  
The Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements contained in the Federal Register notice of December 30, 2004 (69 FR 78389) are applicable to this solicitation.

### C. Reporting

Grant recipients will be required to submit financial and performance (technical) reports. All financial reports shall be submitted in triplicate (one original and two copies) to the NOAA Grants Officer. Performance reports should be submitted to the NOAA Program Officer. Electronic submission of performance reports is preferred. All reports will be submitted on a semi-annual schedule and must be submitted no later than 30 days following the end of each 6-month period from the start date of the award. The second semi annual report will serve as the comprehensive final report. A comprehensive evaluation report will be required 90 days after the award expiration.

### VII. Agency Contacts

Please visit the National Marine Sanctuaries B-WET website for further information at: <http://sanctuaries.noaa.gov/BWET> or contact Seaberry Nachbar, Monterey Bay National Marine Sanctuary office; 299 Foam Street, Monterey, CA 93940, or by phone at 831-647-4204, or fax to 831-647-4250, or via Internet at [seaberry.nachbar@noaa.gov](mailto:seaberry.nachbar@noaa.gov).

### VIII. Other Information

None.