

2006 Sea Duck Joint Venture Request for Proposals FWS # 701815R042

Overview Information

Federal Agency Name: Alaska Region, U.S. Fish and Wildlife Service (USFWS)

Funding Opportunity Title: Sea Duck Joint Venture Program

Announcement Type: This is an annual request for proposals from the Sea Duck Joint Venture

Catalog of Federal Domestic Assistance (CFDA) Number: 15.637

Key Date: Proposal deadline midnight Alaska time September 29, 2005

Full Text of Announcement

1. Funding Opportunity Description

The Sea Duck Joint Venture (SDJV) is a partnership-based conservation program under the North American Waterfowl Management Plan that promotes the conservation of sea ducks by providing greater knowledge for effective management. The U. S. Fish and Wildlife Service, a partner in the SDJV, administers grants, purchase orders, and contracts on a competitive basis for projects/studies that advance both our and the general scientific community's understanding of sea duck biology and ecology and is seeking proposals from interested parties.

The SDJV is receptive to funding annual projects as well as a limited number of multi-year (up to 3 years) projects. Projects will be funded in 1-year increments, subject to annual review, demonstration of suitable progress, and funds availability. Submitters of multi-year proposals should recognize they are taking a risk that the project may not be funded at all unless the project is outstanding and funds are available, both for the current year and subsequent years. Submitters need to clearly define the results that will be attained annually and at the conclusion of the project.

To be competitive for funding, proposals should provide at least a 1:1 match for SDJV funds. Currently the only source of general funding is U.S. Congress-appropriated funds directed to USFWS for SDJV use -- we are expected to demonstrate effective leveraging of these funds, preferably with non-U.S.-federal resources.

Examples of Recently Funded Projects

- Wintering Ground Effects on Vital Rates of White-winged Scoters at Redberry Lake, SK, University of Saskatchewan
- Breeding Ecology of White-Winged Scoters Nesting in the Lower Mackenzie River Watershed, NWT, Ducks Unlimited Canada
- Identification of Beaufort Sea Migration Corridor for Sea Ducks, Canadian Wildlife Service
- Breeding areas, migration routes, staging, molting, and local movements associated with both Surf and White-winged Scoters wintering in the inner marine waters of Washington State, Washington Department of Fish and Wildlife
- Survival and reproduction of Pacific common eiders on the Yukon-Kuskokwim Delta, Alaska, University of Alaska Fairbanks
- Movements and habitat use of female black and surf scoters in breeding, molting, staging, and wintering areas of the Atlantic Flyway, USGS

- Population delineation, winter/spring habitat use and migration ecology of Surf Scoters (*Melanitta perspicillata*) from coastal BC, Canadian Wildlife Service
- Breeding ecology of white-winged scoters on the Yukon Flats NWR, Alaska, University of Alaska Fairbanks

(see <http://seaduckjv.org/fund/sdjvfundedstudies05.pdf> for additional funded projects)

II. Award Information

The SDJV will award approximately \$140,000 in 2006. In 2005, we received 36 proposals requesting a total of \$942,000 and awarded all of the available funding (about \$400,000) to 20 projects. The median level of funding was \$17,000 (range \$4,000 to \$61,000). Most projects funded by SDJV are one-year projects, although multi-year projects have been funded, and will be considered in this funding cycle as well. Due to the higher awareness of the SDJV, we anticipate an increase in the number of funding requests in FY06. The SDJV encourages modest funding requests. Previous grant award winners are eligible and previously funded projects are eligible to compete for supplemental funding with applications for new awards.

Awards will be issued via purchase orders, cooperative agreements, intra- or inter-agency agreements based on a Service analysis of the nature of each selected project in light of the Federal Grants and Cooperative Agreements Act of 1977 (31 USC 6301-6308) and the Federal Acquisition Regulation (FAR) Part 17.5. Federal assistance awards (grants and cooperative agreements) will be administered under the direction of 43CFR12. Acquisition instruments will be administered under the appropriate clauses of FAR part 52.

A twin posting of this call for proposals FWS # 701815R042 is simultaneously being announced on <http://www.fedbizopps.gov>

III. Eligibility Information

Eligible Applicants: Applications are encouraged from nonprofit organizations, public and private educational organizations, federal, state, local, and tribal governments and organizations, foreign governments, and individuals.

Cost sharing or Matching: To be competitive for funding, proposals should provide at least a 1:1 match for SDJV funds. The match contribution may include cash or in-kind costs directly associated with the proposed work. Proposals with less than a 1:1 match will be considered, but will be ranked lower than comparable projects with a full match. Additionally proposals citing a match contribution which has its origin from other US Government federal awards will be ranked less competitively than proposals citing a match funded through non-federal (i.e. not originally US Government in origin) funds.

IV. Application and Submission Information

Address to Request Application Package

All instructions for grant proposal submittal are included in this document. Additional copies of this document may be found at <http://www.grants.gov> and searching solicitation number 701815R042. Additional information on the SDJV can be downloaded at <http://seaduckjv.org>. Hard copies of application materials can be requested from the agency contacts listed in Section VII of this document.

Content and Form of Application

A complete application package will include the following components:

1. A project proposal (described below)
2. Evidence that you have successfully enrolled in the Business Partnership Network Central Contractor Registry (enroll at no charge at <http://www.ccr.gov>). Please include a screen print page from the Registry identifying the “active registrant status” your organization, government, or you as an individual. CCR enrollment requires entry of a Data Universal Numbering System (DUNS) Number for your organization (available at no charge at www.dnb.com or at 1-866-705-5711). The Service does not maintain the CCR website; hence, questions which arise in completing the on line CCR registration should be directed to the CCR Assistance Center at (888) 227-2423 or (269)961-4725 internationally. Foreign applicants are exempted from this requirement if it is impractical to obtain CCR registration.

Submission Dates and Times

Proposals should be submitted by email by midnight Alaska time September 29, 2005 to ensure expeditious and efficient review. Applicants should request an automatic email notification of delivery when they send the application. We recognize that some applicants may not have access to email and in those cases we will accept proposals by fax or mail providing they are postmarked by midnight Alaska time September 29, 2005. Proposals submitted later than described above will not be considered except under extraordinary circumstances. It is the responsibility of the recipient to ensure Service receipt of their proposal by the deadline. The Service bears no responsibility for misplaced or mishandled proposals when the recipient did not alert the Service to the incoming proposal and method of transmission.

Proposal Format

Project proposals should follow the format described below and be no more than 10 pages long at font size 12.

1. **Cover Page:** Project title, Principal Investigator name(s), email address, phone number, and affiliation, proposal category (e.g., Request for Endorsement Only, Request for Funding but not Endorsement, Request for Funding and Endorsement, or Request for Multi-year Funding (indicate years as appropriate). If this study was previously funded by SDJV as a multi-year study, indicate it is “YEAR X of a Y YEAR STUDY”.

Indicate the amount of funding requested for FY06 and future years if it is a multi-year request. Include proposal date.

2. **Problem/Issue Statement:** What is the problem or issue addressed by the proposed work, in relation to the SDJV priorities? (see SDJV Strategic Plan at http://seaduckjv.org/pdf/StratPlan2001_06.pdf) - <50 words.
3. **SDJV Population(s) Targeted** The proposal must address a North American population of sea duck. Further, there must be a U.S. connection to the population. For example, because *sedentaria* or *borealis* races of common eider do not enter the U.S., proposals dealing with those populations are not eligible unless there are clear implications for management of U.S. population(s). Additionally, proposals on federally-listed threatened and endangered populations in either the U.S. or Canada will not be favored unless there are clear and strong implications for a non-listed North American population.
4. **Justification:** Combine more information and literature review here. What new information will be generated by the study that you are proposing and how far will it go toward solving the problem (i.e., considering the assumptions and limitations of your study, provide some perspective about how your work fits into the big picture)? Maximum 1 page.
5. **Objectives or Hypotheses:** The proposal should have specific, clear and concise objectives, hypotheses and/or predictions to be tested.
6. **Scope and Location:** Provide a description and general map of the proposed study area, camp locations, and other important features as necessary. Does the project encompass an appropriate portion of the population range and involve relevant jurisdictions to address the stated problems/issues?
7. **Experimental Design:** Planned methods including statistical treatments. This section is critical to determining scientific soundness.
8. **Anticipated Output:** The SDJV has an interest in getting information out to the public in a timely and effective manner, such as through web sites. List products or data sets expected in the time frame for which you request funding. Submitters of multi-year proposals need to clearly define the results that will be attained annually and at the conclusion of the project.

The breadth of the project should reflect the SDJV request. If your study will take longer than the funding request period to accomplish the stated objectives, please identify sources of funding that are needed to accomplish the stated objectives and whether those sources are secured or unsecured. In other words, if you request one year of funding but it will take two or more years to meet your objectives, how will you fund the study in Year 2 and beyond? If you cannot meet your stated objectives with the SDJV funding you've requested, then you must indicate whether you intend to apply to SDJV in future years to complete this particular study.

9. **Management Implications:** What is the significance of the work to management of the populations concerned? Be as specific as possible. For example, rather than stating that "this information is critical to management...", explain HOW the information could be used to improve management.

10. **Relationship to Other Projects:** Describe the relationship of the proposed work to other projects, in terms of complementary scientific objectives, direct collaboration and/or shared resources.
11. **Literature Cited:** as relevant.
12. **Personnel:** One paragraph description of the principal investigator(s)' experience and responsibilities to the project (do not submit resumes or CVs).
13. **Schedule:** Beginning date, milestones, completion date.
14. **Budget:** Use the budget format provided below so it is clear what SDJV funding is requested and its intended use. If a multi-year request, provide the multi-year summary budget table attached below. Penalty for non-compliance may be rejection of the proposal. [Note: Proposals submitted for endorsement only need to provide only the total anticipated costs by funding source, not a detailed breakdown].

Include matching contributions ONLY if there is a high likelihood you will indeed receive them, and include ONLY the costs directly relevant to the study element.

Acceptable matching contributions include real purchases as well as in-kind costs (e.g., full time agency staff or tenured professor's salaries, student or technician salaries covered by other sources) provided they are reasonable and commensurate with the particular study element. For example, if the proposal is to add or augment an element to an existing study, you may pro-rate a portion of the total costs for, say, maintaining a field camp. Similarly, if a vehicle will be provided as an in-kind contribution, it is acceptable to include an amount equivalent to rental or lease costs, but not the total cost of the vehicle.

Requests for salaries for students or technicians are acceptable provided they are reasonable and commensurate with the applicant's involvement in the particular study element. However, SDJV funds can not be used for cost recovery of full time agency or tenured professors' salaries. Other unacceptable requests include costs like travel to conferences, publication expenses, tuition, and training.

Overhead costs may be requested only if they are beyond the control of the applicant; for example, mandatory agency overhead charges levied on inter-agency transfers (see checkbox in budget table). The SDJV will coordinate and directly purchase satellite transmitters (PTTs), therefore we will not pay overhead on PTT purchases. The SDJV will also not pay overhead on USFWS salaries, since all SDJV funds are currently USFWS funds anyway.

Capital costs – any request for capital items over \$2000 (satellite transmitters excluded) must be accompanied with a detailed justification.

Partial funding will NOT be considered. You should be realistic in your budget – do not “pad”. If cost estimates seem unreasonable, you may lose points in the scoring process. Budgets will be scrutinized.

Applicants should be aware that SDJV funds are typically not available until February of the fiscal year at the earliest, thus no costs requiring SDJV funds before that date should be included.

Note: The entire proposal should be submitted as ONE file in MS Word format, not multiple files. The budget table should be incorporated into the proposal document, NOT submitted as a separate attachment.

15. Budget Justification (optional): Use this space to explain particular costs or to indicate the amount of time a person will be involved in the project.

Other Submission Requirements

If the study was funded previously by the SDJV, submit an annual summary report (for format go to http://seaduckjv.org/fund/sdjkv_annual_report_form_fy05.pdf). Please note that annual project summaries are due October 1, 2005 -- you will not be eligible for future funding unless you have submitted that report.

V. Application Review Information

Criteria

It is important for applicants to review the evaluation criteria that will be used to score proposals. The following criteria will be used (this evaluation worksheet may be downloaded at: http://seaduckjv.org/fund/sdjkv_evaluation_worksheet_fy06.pdf.)

Evaluation Worksheet for SDJV Funding Proposals – FY06			
Proposal #:			
Proposal Title:			
Reviewer:			
CRITICAL CRITERIA			
Does the study address a population of sea duck that enters the U.S. at some stage in its life cycle? (i.e., is it appropriate for U.S. funding as part of NAWMP?)	YES	NO	
Scoring Criteria: Range of 1 to 10 where 1= weak - meets very few criteria in Evaluation Category; 5= average - meets most criteria in Evaluation Category, but exceptional in few of them; 10= strong - meets all criteria at consistently high level			
EVALUATION CATEGORY	Score for Category	Relative Weight of Category	Score x Relative Weight For Category
Management/Conservation Considerations		5	
What information needs will this study address? (i.e., how many, their relative priorities within taxa)			
Does the proposal address a population with high conservation concern (i.e., a declining species or depressed population)			

Are there clear management implications?			
Will the results be broadly applicable?			
Has this topic been sufficiently addressed?			
Methodology and Approach		4	
Is the general approach appropriate and presented/justified logically?			
Are the methods appropriate?			
Are sample sizes adequate?			
Is the schedule realistic?			
Are objectives clear and realistically achievable?			
Is the study being conducted in an appropriate location?			
Is the proposal adequately researched and relevant literature cited?			
Funding Considerations		3	
Is the study cost efficient / logistically efficient (e.g., is logistical infrastructure in place that will make efficient use of SDJV contributions?)			
Is there a substantial match of contributions, particularly from non-US-federal sources?			
Are the requested items appropriate?			
Are cost estimates reasonable?			
If requesting multi-year funding, are final products/results worth the risks of failure, the potential for inadequate funding in future years to achieve objectives, and the lost opportunity to fund other studies? (consider total costs over all years to the value of expected end products)			
Other Considerations		2	
Does the study significantly complement other ongoing studies (i.e., is there added value to the study?)			
Does the study involve multiple partners?			
Will this study bring on new partners to the SDJV?			
Do PIs have a proven track record of successful investigations?			
Will results be communicated effectively and in a timely manner?			
Is this a ONE-TIME opportunity that the SDJV shouldn't pass up?			
	OVERALL PROPOSAL SCORE =		

Review and Selection Process: Applications will be evaluated and scored by the SDJV Continental Technical Team during their November 2005 meeting. A suite of proposals

receiving the highest scores will be recommended to the SDJV Management Board for funding approval. The SDJV Board will make their decisions in December 2005.

Anticipated Award Dates: Grant awards will be announced no later than January 14, 2006.

VI. Award Administration Information

Award Notices: Award notices will be provided to all applicants by email, mail, or phone in January 2006. Notice of a successful proposal is not an authorization to begin performance (pre-award costs are incurred at the recipient's risk). A purchase order, contact, cooperative agreement or inter-agency agreement signed by a USFWS warranted contracting officer will constitute authorization to begin performance. Actual transfer of funds will not occur until February 2006 at the earliest.

Administrative and National Policy Requirements: All awards will include terms and conditions. These terms and conditions will be binding on the recipient and cover such areas as complying with all applicable federal regulations and reporting requirements (see following reporting section). If the Service determines that your project is to be funded via cooperative or grant agreement, prior to award, you will be asked to complete and send in an Application for Federal Assistance Packet (SF-424, SF-424A, SF-424B and DI-2010 Certifications Form). The Application for Federal Assistance Packet will not be required if the Service determines that your project is to be funded via purchase order, contract, or inter / intra-agency agreement.

Reporting: Grantees are required to submit an annual summary report (for format go to http://seaduckjv.org/fund/sdjkv_annual_report_form_fy05.pdf). For projects funded conditionally as multi-year projects, the annual summary report must report on significant deviations from original objectives, methodology, and partnerships and must outline corrective actions and report on status of partnerships and funding to qualify for next year's funding.

The Department of the Interior Policy on Financial Status Reporting applies in the event you receive funds through a cooperative or grant agreement.

<http://www.doi.gov/pam/DOIFinReport.html> and
<http://www.doi.gov/pam/FinStatusAmendMemo.html>

VII. Agency Contacts

Submit proposals and direct questions to:

Tim Bowman
SDJV Coordination Office
U.S. Fish and Wildlife Service
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Anchorage, Alaska 99503
Phone: 907-786-3569
Fax: 907-786-3641
Email: tim_bowman@fws.gov