California State Parks – Division of Boating and Waterways

INSTRUCTIONS FOR THE NATIONAL BOATING INFRASTRUCTURE GRANT PROPOSALS FY 2014

Attached is the USFWS BIG Grant announcement for State Agencies responsible for implementing the grant program.

This announcement instructs State Agencies on how to submit the grant proposals it collects, **however,** it also contains important information on how you can maximize your grant proposal. Please read this document carefully concerning the eligible grant activities and requirements.

Please submit your Proposal only to CA State Parks - Division of Boating and Waterways.

Do not submit your proposal to the Grants.gov website. Do not submit any of the federal forms referenced in the USFWS document. All of the required forms will be completed and submitted by the Division of Boating and Waterways.

IMPORTANT NOTES:

DEADLINE: All Grant Proposals must be submitted to the Division of Boating and Waterways no later than October 1, 2013.

Submit 1 hard copy and 1 electronic copy in MS Word format. (Pictures, exhibits, and maps may be submitted in PDF format.)

Proposals must be mailed to:

Kevin Atkinson
CA State Parks – Division of Boating and Waterways
One Capitol Mall, Suite 500
Sacramento, CA 95814

DO NOT SUBMIT your proposal to any address or website found within the attached USFWS document. These addresses are for use by the Division of Boating and Waterways only.

Failure to submit your proposal directly to the CA State Parks – Division of Boating and Waterways will cause your proposal to be rejected and you will not be eligible to compete in the program.

If you have any questions or would like to discuss your proposal you may contact Kevin Atkinson at (916) 327-1788.

Boating Infrastructure Grant Program - Tier 2

FY 2014
Notice of Availability of Grants and Request for Applications

Program Overview Information

Federal Agency Name:

U.S. Department of the Interior
Fish and Wildlife Service
Wildlife and Sport Fish Restoration Program (WSFR)

Funding Opportunity Title:

Boating Infrastructure Grant Program - Tier 2

Announcement Type:

Announcement of availability of grants for fiscal year (FY) 2014 and request for applications

Funding Opportunity Number: F13AS00254

Catalog of Federal Domestic Assistance (CFDA) Number: 15.622

~~**Dates:** State applicants must submit applications through www.grants.gov (Grants.gov) by the deadline. The deadline for receipt is October 25, 2013, 11:59 p.m. EDT. The U.S. Fish and Wildlife Service (Service) recommends that you submit early enough to allow for any unforeseen technical complications. The Service will not consider applications received after the deadline. Applicants are not allowed to make changes or additions to applications after the application deadline of October 25, 2013.~~

~~State applicants are encouraged to contact the Service (see Section VII, Agency Contacts) immediately if you intend to apply.~~ If you would like to be a subgrantee, check with your State agency for their deadlines and requirements to apply.

We expect to announce the awards in March 2014.

Additional information:

The Sportfishing and Boating Safety Act of 1998 (Public Law 105-178) established the Boating Infrastructure Grants Program (BIG) (16 U.S.C. 777g-1) to provide funding to the 50 States, the District of Columbia, the Commonwealths of Puerto Rico and the Northern Mariana Islands, and

the territories of Guam, American Samoa, and the U.S. Virgin Islands (States) for the development and maintenance of boating infrastructure facilities for transient, nontrailerable recreational vessels. Nontrailerable recreational vessels are defined as recreational vessels at least 26 feet long operated primarily for pleasure, or leased, rented, or chartered to another for the recreational user's pleasure. Transient means passing through or by a place, staying up to ten days. The Act amended the Dingell-Johnson Sport Fish Restoration Act (16 U.S.C. 777). Subsequent reauthorizations of the Act allow expenditures from the Sport Fish Restoration and Boating Trust Fund and the continuation of BIG.

References to "you" in this announcement refer to the State agency completing the application and any potential subgrantee, if applicable. References to "we" or "us" in this announcement refer to the U. S. Fish and Wildlife Service.

We awarded more than $18.5 million in BIG Tier 2 grants in FY 2013 to 22 States for 25 boating infrastructure projects across the United States. We anticipate awarding approximately $8 million in BIG Tier 2 funding in FY 2014.

The Request for Applications for FY 2014 BIG Tier 1, which is not a nationally competitive subprogram but which may be competitive within a State, is in a separate announcement on Grants.gov. You can locate it by doing an advanced search for Funding Opportunity Number F13AS00274.

The final rule establishing the requirements for participation in BIG (50 CFR 86) was published in the Federal Register on January 18, 2001 (66 FR 5282). Although we published a proposed rule in March 2012, a new final rule has not been published.

Additional information about the Boating Infrastructure Grant program is on the internet at http://wsfrprograms.fws.gov/Subpages/GrantPrograms/BIG/BIG.htm.

Please Note:

- Applications must be submitted through Grants.gov instead of mail or email (See Section IV, Application and Submission Instructions).
- Updated guidance on submitting budget information (See Section IV, Application and Submission Instructions).

I. Funding Opportunity Description

Recreational boating is a popular activity; there are approximately 13 million registered boats in the U.S. Of this total, an estimated 600,000 are at least 26 feet long and are considered nontrailerable. BIG provides Federal funds to States to construct, renovate, and maintain boating infrastructure facilities for transient, nontrailerable recreational vessels 26 feet in length or longer. Projects completed using BIG funds must provide public access, but may be publicly or privately owned.

Some examples of potentially eligible activities include (See Section IV (E), Funding Restrictions for additional information):

(a) Mooring buoys (permanently anchored floats designed to tie up eligible recreational vessels);
(b) Day-docks (tie-up facilities that do not allow overnight use);
(c) Navigational aids (e.g., channel markers, buoys, and directional information);
(d) Transient slips (slips that boaters with eligible recreational vessels occupy for no more than 10 consecutive days);
(e) Safe harbors (facilities protected from waves, wind, tides, ice, currents, etc., that provide a temporary safe anchorage point or harbor of refuge during storms);
(f) Floating docks and fixed piers;
(g) Floating and fixed breakwaters;
(h) Dinghy docks (floating or fixed platforms that boaters with nontrailerable recreational vessels use for a temporary tie-up of their small boats to reach the shore);
(i) Restrooms and showers;
(j) Retaining walls;
(k) Bulkheads;
(l) Dockside utilities;
(m) Pumpout stations;
(n) Recycling and trash receptacles;
(o) Dockside electric service;
(p) Dockside water supplies;
(q) Dockside pay telephones;
(r) Debris deflection booms;
(s) Marine fueling stations; and
(t) One-time dredging, not to exceed 10% of total BIG project costs, including match (see Section IV (E), Funding Restrictions).

Additional information on BIG, including application requirements, eligible activities, and grants, is in the BIG regulation (50 CFR 86), throughout this document, and in the Question and Answer attachment at the end of this document.

II. Award Information:

Approximately $8.5 may be available for BIG Tier 2 grants in FY 2014. The maximum Federal share for Tier 2 grants is $1.5 million per application.

III. Eligibility Information

A. Eligible Applicants

Eligible applicants are the Governor-designated State agencies in the United States, the District of Columbia, the Commonwealths of Puerto Rico and the Northern Mariana Islands, and the territories of Guam, American Samoa, and the U.S. Virgin Islands. If you are uncertain of your eligibility, please contact the Service (see Section VII, Agency Contacts), as we maintain a list of eligible agencies.

Many States allow BIG subgrants to private marinas, local municipalities, or other non-State entities. Interested parties must contact the appropriate State agency representative for detailed information on possible eligibility and application instructions.

B. Cost-Sharing or Matching

The maximum Federal cost share for BIG Tier 2 grants is 75 percent of the total allowable cost up to $1.5 million. American Samoa, Guam, the U.S. Virgin Islands, and the Commonwealth of the Northern Mariana Islands are exempt from match requirements up to $200,000 per application.

The ratio of proposed non-Federal to Federal costs is a factor used in ranking applications. Applicants are encouraged to provide more than the minimum non-Federal cost share required (see 50 CFR 86.60(b)(4)).

States may include cost share as cash or in-kind contributions from a third party. A third party is any individual or organization other than the State applicant. We consider subgrantees to be third parties. **The State must document matching contributions from <u>any third party, including potential subgrantees,</u> with a signed letter of commitment from an authorized representative of the third party.** Even if a subgrantee is writing the application, they still must provide a letter documenting their contribution. States must include the letter(s) in the application package by the deadline and must provide detailed information on the value of the match contribution. Costs must be reasonable and necessary to accomplishing the proposed project objective(s). The Service will not award points for match-contributing partnerships (See Section V (A)(1), Application Review Information) without this documentation.

The State applicant is responsible for ensuring the full amount of the non-Federal contribution as proposed in the Standard Form 424, Application for Federal Assistance.

C. Other

Although only State agencies may apply for and receive grants from this program, we encourage partnering with Tribes, Federal agencies, other State agencies, local governments, non-governmental organizations, private marinas, and others as subgrantees and cooperators.

IV. Application and Submission Instructions

~~A. Address to Obtain Application Package~~

~~You can download the application package for BIG Tier 2 on Grants.gov at: https://apply07.grants.gov/apply/forms_apps_idx.html, using Funding Opportunity Number F13AS00254. You can also download application forms through the WSFR toolkit under "Forms": http://wsfrprograms.fws.gov/Subpages/ToolkitFiles/toolkit.pdf. The Standard Form 424 is available here: http://wsfrprograms.fws.gov/subpages/toolkitfiles/sf424-f.pdf. If you have trouble accessing the online forms, you can contact one of the Service WSFR Offices (see Section VII, Agency Contacts).~~

~~States must submit applications online at www.Grants.gov through the BIG Tier 2 Funding Opportunity. It can be located by performing an advanced search using Funding Opportunity Number F13AS00254.~~

B. Content and Form of Application

Applications submitted for BIG Tier 2 **must** include:

1. **Required Federal Forms (no page limit):**
   a. Application for Federal Assistance, i.e., **Standard Form 424**.
   b. Budget Information, i.e., estimated costs to attain the project objectives. We recommend that you present the information in a table with cost categories broken down by the funding source, e.g., BIG Federal request, non-Federal match provided by State agency, non-Federal match provided by the subgrantee, etc. You should provide sufficient detail for reviewers to understand proposed costs.
      i. **Contingency reserves are ineligible and must not be included in estimated costs (2 CFR 225, Appendix B (9)).**
      ii. Costs for all activities or components of each project must be included and **prorated**, as appropriate in the budget information table.
         1. Costs for facilities that will benefit boats other than transient, nontrailerable recreational vessels at least 26 feet long or their operators (e.g., facilities and work proposed that benefit non-transient vessels, facilities and work proposed that benefit the non-boating public, facilities and work proposed that benefit boats less than 26 feet long, or any other facility or work that would be considered an ineligible cost) must be prorated.
            - Common examples of costs that often must be prorated include fuel docks, restrooms and showers, retaining walls, bulkheads and breakwaters, pumpout stations, dredging, debris deflection booms, recycling and trash receptacles, pay telephones, etc. This list is not exhaustive; therefore, contact your Regional Office if you are unsure of the need to prorate a cost.
              1. You must prorate costs based on the estimated percentage of eligible use, i.e., the percentage of boat slips or tie ups that are dedicated for use by transient, nontrailerable recreation vessels in your marina or the

immediate project location. Do not use the percentage of transient, nontrailerable boats in the general area for prorating.

- An example of prorating: Your facility has tie ups for 100 vessels, and 20 tie ups are dedicated for transient, nontrailerable recreational vessels. Your prorating percentage would be 20 percent. If you propose to construct a wave attenuator that will benefit the entire facility, you may only charge 20 percent of the construction costs of the wave attenuator to the project.

2. You must include relevant documentation to validate your prorating percentage. We will reject your application if you do not prorate costs based on estimated percentage of eligible use and include supporting documentation in the application package.

c. Statement of Assurances of compliance with applicable Federal laws, regulations, and policies, i.e., **Standard Form 424D** (unless your State agency has an approved Statement of Assurances on file with the Regional Office).

2. **Project Statement (10 page limit):**

A concise project statement that identifies and describes:

a. The need for the proposed project;
b. Discrete, quantifiable, and verifiable objectives to be accomplished during a specific time period;
c. Expected results or benefits from accomplishing the objectives;
d. The approach to be used in meeting the objectives, including specific procedures, schedules, key personnel, and cooperators;
e. Description of the activity, so the Service can make a preliminary assessment of compliance needs for the National Environmental Policy Act (NEPA), Section 7 of Endangered Species Act (ESA), and Section 106 of the National Historic Preservation Act (NHPA);
f. A project location, including the GPS coordinates (degrees, minutes, seconds format preferred);

3. **Ranking Criteria (5 page limit):**

A description with appropriate documentation of how the proposed project addresses each of the **ranking criteria found at 50 CFR 86.60.** We suggest you address each criterion with a brief statement or table.

4. **Drawings/ Maps/Photographs (no page limit):**

a. Clearly marked drawing(s) (engineering drawing are not required) or photographs of the overall proposed project that include:
   i. All existing structures, facilities, and amenities;
   ii. All proposed project components;
   iii. Clearly marked designations for areas that are for (1) transient nontrailerable vessels, (2) areas that are for others, and (3) areas that are for shared use;

iv. Water depths (before and after, if applicable);
v. Measurements for all docks, bulkheads, breakwaters, and other features where boats will be accommodated;
vi. Project dimensions and methodology for determining the number of docks and/or slips proposed (NOTE: You may not use "rafting" vessels on a bulkhead or other feature to increase the number of proposed slips in a project.); and
vii. Any other information that will assist reviewers to identify project components, prorating criteria, or other factors involved with ranking.
viii. You must include at least one map to show the overall project area and the specific location of the project.
ix. If one-time dredging is proposed, you must include an aerial photograph or schematic drawing to indicate the specific area you intend to dredge.
x. To allow reviewers to score the proposed project for significant destinations, you should include a table, drawings, or other presentation in this section to show the destinations and distances from the project. We recommend that you include boater services and amenities, as well as tourist attractions and provide information on how a boater would get to the destination from the project area.

5. **Letters of Commitment for BIG Tier 2 (no page limit):**
You must include a signed letter of commitment from each third party contributing match, including subgrantees, even if they participate in developing the application. Each letter must include the cash or in-kind value and be signed by an authorized representative. The application will receive scoring credit only for match-contributing partners supported by letters of commitment.

6. **Supporting Documents (no page limit):**
You must clearly identify each supporting document or group of supporting documents. Supporting documents include any materials not included in sections above, but are needed to support your project statement. Examples include:
   a. Economic analysis
   b. Multi-state agreements

Application Format
We request that you number pages consecutively, label all sections (see above for details on what should be included in each section), and arrange the application in this order:
- Required Federal Forms
- Project Statement
- Responses to Ranking Criteria
- Drawings/Maps/Photographs
- Letters of Commitment
- Supporting Documents

Although you must submit your proposal at Grants.gov, you are also encouraged to send a single electronic (.pdf) file containing the entire application package including items listed and in the order given in this section to your Regional WSFR contact (see contact information in Section VII, Agency Contacts.) by or before the deadline. This practice can help ensure we receive your full application in the event you encounter difficulties in Grants.gov.

Applications must be formatted to print on 8.5" X 11" paper, with 1" margins at the top, bottom, and both sides, and page numbers at the bottom of the page. Fonts must be no less than 12 point Arial, Times New Roman, or other commonly used font.

In accepting Federal funds, you must comply with all applicable Federal laws, regulations, and policies. If we select the application for award, you will need to provide evidence of compliance with the NEPA, ESA, NHPA, and other Federal laws as part of the post-award approval process.

C. Submission Dates and Times:

~~State applicants must submit applications through www.grants.gov (Grants.gov) by the deadline. The deadline for receipt is October 25, 2013, 11:59 p.m. EDT. The Service recommends that you submit early enough to allow for any unforeseen technical complications. The Service will not consider applications received after the deadline.~~

D. Intergovernmental Review

The Boating Infrastructure Grant program is subject to EO 12372 "Intergovernmental Review of Federal Programs." States, the District of Columbia, Commonwealths, and territories that choose to participate in the Executive Order process should establish Single Points of Contact (SPOCs). State applicants that are subject to E.O. 12372 should alert their SPOCs early in the application process. If you as an applicant are required to submit materials to a SPOC, indicate the date of this submittal (or the date of contact if no submittal is required) on the Standard Form 424.

E. Funding Restrictions

1. You may include the following eligible activities in the application:
    a. Construct, renovate, and maintain either publicly or privately owned boating infrastructure facilities. To be eligible, you must:
        i. Build these facilities on navigable waters, available to the public.
        ii. Design new construction and renovations to last at least 20 years.
        iii. Design these facilities for temporary use for transient nontrailerable recreational vessels;
        iv. Build these facilities in water deep enough for nontrailerable recreational vessels to navigate;

1. A minimum of 6 feet of depth at the lowest tide or other measure of lowest fluctuation;
2. You must meet the required 6 feet depth at project completion. Therefore, one-time dredging may be included to meet this depth. (See 1. b. in this section)

v. Provide security, safety, and service for these boats; and

vi. Install a pumpout station, if you construct a facility for overnight stays.

1. If there is already a pumpout within a reasonable distance (generally within 2 miles) of the facility, you may not need one;
2. For facilities intended as day stops, we encourage you to install a pumpout;
3. You may use funds from the BIG program, however as a first option, we recommend that you consider applying for Clean Vessel Act grant program funding, also administered by the Service, to pay for a pumpout; and
4. You must prorate BIG Tier 2 funds for a pumpout that is available for boats that don't meet the definition of transient, nontrailerable recreational vessel.

b. Do one-time only dredging to provide transient vessels safe channel depths between the BIG funded tie-up facility and maintained navigation channels or open water. **The following rules apply to dredging for BIG Tier 2:**

i. **Dredging costs must not exceed 10% of total BIG project costs, including match.** Any dredge-associated costs are included in this restriction, including the cost of divers, spoil disposal, dredge ponds, etc. Include budget information for dredging in your application, so that we can determine that your project meets this requirement.

ii. Eligible dredging costs are limited to those associated with dredging the most direct route from the tie-up facility to the maintained channel or open water (tie-up facilities include slips, day docks, mooring buoys, floating docks, floating piers, dinghy docks, or other eligible boating infrastructure facilities for transient, nontrailerable recreational vessels). Dredging is only allowed from these facilities to the maintained channel or open water);

iii. Maintenance dredging, which is dredging to maintain a channel after having received BIG funds for one-time dredging, is ineligible;

iv. Include an explanation of why dredging is necessary and associated costs are reasonable to meet the project objectives in your application, including the need, dredging method, and planned maintenance of the dredging project;

v. The proposed dredged area must be part of a navigable water body or channel. Dredging may restore channels, but must not create new access;
vi. You must dredge the area to a minimum draft of 6 feet at the lowest point during the lowest tide or fluctuation. You must meet the required 6 feet depth at project completion. You must maintain the dredged area to meet this minimum requirement for 20 years;
vii. Maintenance of the channel and costs associated with the 20 year maintenance are responsibilities of the grantee (maintaining a dredged area is not an eligible cost under BIG);
viii. You must prorate dredge costs if boats that do not meet the definition of transient, nontrailerable recreational vessel will travel the dredged area; and
ix. After selection, but prior to grant approval, you may be required to forward us copies of permits and approvals needed for the dredging project.

c. Install navigational aids, limited to giving transient vessels safe passage between the tie-up facility and maintained channels or open water.
d. Apply funds to grant administration.
e. Fund preliminary costs:
    i. Preliminary costs may include any of the following activities completed before we approve a grant:
        1. conducting appraisals;
        2. administering environmental reviews and permitting;
        3. conducting technical feasibility studies, for example, studies about environmental, economic, and construction engineering concerns;
    ii. We will only fund preliminary costs if we select your project for award.
f. Produce information and education materials such as charts, cruising guides, and brochures.

2. An application is **ineligible** for funding if you propose to:
    a. Complete a project that does not provide public benefits, for instance, a project that is not open to the public;
    b. Involve law enforcement activities;
    c. Significantly degrade or destroy valuable natural resources or alter the cultural or historic nature of the area;
    d. Construct or renovate principal structures not expected to last at least 20 years;
    e. Do maintenance dredging (See Question 1, Appendix A);
    f. Fund dredging in excess of 10% of the total BIG project costs (Federal request and match);

g. Fund operations or routine, custodial, and janitorial maintenance of the facility;
h. Construct, renovate, or maintain boating infrastructure tie-up facilities for the following:
    1. Tie-up slips available for occupancy for more than 10 consecutive days by a single party;
    2. Dryland storage;
    3. Haul-out features; and
    4. Boating features for trailerable or "car-top" boats (boats less than 26 feet in length), such as launch ramps and carry-down walkways.
i. Develop a State program plan to construct, renovate, and maintain boating infrastructure tie-up facilities;
j. Conduct surveys to determine boating access needs; and
k. Purchase land or interests in land, including riparian rights.

3. If boats other than transient, nontrailerable recreational boats will use or benefit from an eligible BIG project, you must prorate the costs according to Federal cost principles. We will reject the application for funding consideration if you do not prorate costs appropriately. Please contact your Regional WSFR Office for more information on prorating (see Section VII, Agency Contacts). **In order to avoid having your application rejected, it is important that you prorate appropriately.**

V. Application Review Information

A. Criteria

Criteria for reviewing and ranking BIG Tier 2 applications are in the Final Rule for BIG (50 CFR 86.60). Ranking Criterion 1 from the Rule is not applicable, so it is not listed below. There are a total of 90 points possible per application. **Please see Attachment A for frequently asked questions and clarifications to the ranking criteria.** You must fully address the following criteria to demonstrate that the proposed BIG project will:

1. Provide for public/private and public/public partnership efforts to develop, renovate, and maintain BIG facilities. These partners must be other than the Service and lead State agency, but may include a subgrantee, another Federal agency, another State agency, business, organization, private party, or any other entity that contributes to the success of the project. An agency that contributes only because of mandatory duties, such as issuing a permit, is not a partner. Partners that contribute cash or in-kind match must be documented with a letter of commitment as described in the next paragraph. You must give us some type of document and description for a partner that contributes to the project, but will not provide match, to show that the contribution is reasonable and needed for the success of the project.

- One partner (5 points)
- Two partners (10 points)
- Three partners (15 points)

Note - You may include cost share from a third party. A third party is any individual or organization other than the State applicant. We consider subgrantees to be third parties. **You must document matching contributions from <u>any third party, including potential subgrantees,</u> with a signed letter of commitment from an authorized representative of the third party.** You must include the letter in the application package by the deadline and must detail the value of the match contribution. Costs must be reasonable and necessary to accomplishing the proposed project objective(s). We will not award points for this criterion without this documentation.

2. Use innovative techniques to increase the availability of BIG facilities for transient nontrailerable recreational vessels (includes education/information). (0-15 points)

   Note – To receive points for this criterion, you must demonstrate that you will implement an innovative technique that is unique, forward thinking, serves a special purpose, or adds to the project in a special way that other marinas or facilities may not be doing.

3. Include private, local, or State funds above the required non-Federal match. If so, identify the percentage of non-Federal match.
   - Twenty-six percent to thirty-five percent (5 points)
   - Thirty-six percent to forty-nine percent (10 points)
   - Fifty percent and above (15 points)

   Note – non-Federal match contributions must be reasonable and necessary to accomplishing the proposed project objectives. Do not include items or costs that are not part of the BIG project.

4. Be cost efficient. Projects are cost efficient when the BIG facility or access site features add a high value of economic return and/or public use compared with the proposed funding. For example, an application that proposes to construct a small feature such as a transient mooring dock using BIG funds, within an existing facility with existing features (restrooms, utilities, etc.), adds higher value and opportunity than an application that proposes to install all of those features (restrooms, utilities, etc.)(0-10 points total).

   You may receive between 0-5 points for an application if your proposed project enhances an existing facility, adds services, develops entirely new supporting infrastructure (e.g., new marina development), or brings a nonoperational facility to

an operational condition. Applications to increase the available transient space or add new services at an existing marina will receive a higher score (3-5 points) compared to projects that propose the development of a new marina or supporting infrastructure (0-2 points).

In addition, to demonstrate cost efficiency, **applicants should include the number of boat slips for transient nontrailerable recreational vessels that your project proposes to construct, renovate, or replace**. This information helps the National Review Panel determine a Federal cost share per slip estimate, which accounts for half of the points for this criterion. We will not award any points for this part of the cost efficiency ranking criterion unless you are proposing to construct, renovate, or replace slips for transient nontrailerable recreational vessels (e.g., 0 points to build a fuel dock only). Note – You may only use the actual number of slips for this criterion. Rafting boats from a dock, breakwater, etc. does not increase the number of slips. The point breakdown follows:

- 5 points if the Federal cost share per new or renovated slip is < $12,500
- 4 points if the Federal cost share per new or renovated slip is $12,501 - $24,999
- 3 points if the Federal cost share per new or renovated slip is $25,000 - $54,999
- 2 points if the Federal cost share per new or renovated slip is $55,000- $79,999
- 1 point if the Federal cost share per new or renovated slip is $80,000 - $104,999
- 0 points if the Federal cost share per new or renovated slip is > $104,999, or if you proposed no slip construction or renovation in your project.

5. Create or reestablish a significant link to prominent destination way points such as those near metropolitan population centers, cultural or natural areas, or that provide safe harbors. (0 or 10 points)

   Note – Applications that propose to construct, renovate, or replace facilities that do not include boat slips or tie-ups will receive 0 points for this ranking criterion, e.g., fuel dock only.

6. Create or reestablish access to recreational, historic, cultural, natural, or scenic opportunities of national, regional, or local significance. Projects that provide access to opportunities of national, regional, or local significance receive 5 points for each, for a maximum of 15 points.

   Note – Applications receive 5 points for providing access to at least one nationally significant opportunity, 5 points for providing access to at least one regionally significant opportunity, and 5 points for providing access to at least one locally significant opportunity.

You will not receive more than 5 points for having multiple significant opportunities in any of the above categories.

We suggest that you list examples of opportunities, the type of opportunity (i.e., nationally, regionally, or locally significant), and the time and distance to access such opportunities by boat, car, and bicycle (if appropriate). To receive points, access to the opportunity of significance must be within a reasonable distance of the project location.

7. Create or reestablish positive economic impacts to a community. For example, a project that costs $100,000 and attracts a number of boaters who altogether spend $1 million a year in the community would be providing significant positive economic impact to a community. (1-5 points)

   Applications that do not address or inadequately address the economic benefits of a project will receive the minimum score (1).

   To receive higher scores (2-5) an application must show the potential economic impacts to the local community. You may use a variety of sources to estimate the economic impacts of a project, including previously completed studies from the local or surrounding area. You should cite your sources of information and the date(s) the information was prepared. The Service recognizes the importance of boating in general to State and regional economies. However, the application must address the specific potential economic impact of the project on the local area to receive 2 – 5 points for this criterion.

8. Include multi-State efforts that result in coordinating location of tie-up and other facilities. To receive points for this criterion, an application must include formal documentation of multi-State efforts (e.g., signed memorandum of agreement, signed letter, etc.) (5 points).

B. Review and Selection Process

Project selection is a three-step process: application acceptance, application ranking, and application selection.

- ~~Application acceptance – The Service Regional WSFR Offices will accept applications via Grants.gov for review any time prior to the application deadline. We determine that applications are complete, substantial, and eligible. We will notify applicants of applications that are not eligible~~. States may revise and resubmit applications until the identified application deadline. We encourage applicants to communicate with the Service Regional WSFR Office well in advance of the deadline to ask for a preliminary

review; however, we cannot guarantee pre-deadline application review due to limited staff availability.

- Application ranking - Once the Service Regional WSFR Office accepts an application, they send it to the Service Headquarters WSFR Office for coordination of review and ranking. A panel of Service employees completes the review and ranking of the applications. A subcommittee of the Sport Fishing and Boating Partnership Council also ranks the applications. Collectively, these two review groups comprise the National Review Panel.
- Application selection - The National Review Panel scores and ranks applications and recommends a ranked list to the Service Director. The Service Director makes final grant determinations.

C. Anticipated Announcement and Award Dates

We expect to announce the grants in March, 2014. Service Regional WSFR Offices will notify State applicants of the process needed to receive a grant, if selected.

VI. Award Administration Information

1. Award Notices

We will notify successful State applicants by email that we have selected their application for funding. The email will include the amount of the grant and the remaining process needed to receive the grant. We will also publish a national press release announcing the selection of awards on our website.

2. Administrative and National Policy Requirements

Once we have selected a project for funding, compliance with all applicable Federal laws, regulations, and policies, including environmental laws such as the National Environmental Policy Act, the Endangered Species Act, the National Historic Preservation Act, and applicable executive orders must be satisfied before we can approve a grant and make funding available.

The Office of Management and Budget (OMB) published a Federal Register notice (68 FR 38402) on June 27, 2003 that requires all applicants for Federal grants or cooperative agreements to obtain a unique Data Universal Number System (DUNS) number. Organizations can receive a DUNS number at no cost by calling a DUNS number request line at 1-866-706-5711 or on-line at http://www.dnb.com.

All financial assistance awards are subject to Federal financial administration requirements. The Service Regional WSFR Offices will work with applicants to ensure that all financial arrangements comply with these requirements.

To find out more about the rules, including administrative requirements and cost principles, you may review them on the WSFR Toolkit at: http://wsfrprograms.fws.gov/Subpages/ToolkitFiles/toolkit.pdf. The rules that apply to different grant recipients are:

Table 1. Federal Financial Administrative Guidance	
Categories of Recipients	Specific Rules and Guidance
States, local governments and Tribes	- 43 CFR 12 (Administrative and Audit Requirements and Cost Principles for Assistance Programs) - 43 CFR 18 (New Restrictions on Lobbying) - 2 CFR 225 (Cost Principles for State, Local and Indian Tribal Governments) - OMB Circular No. A-102 (Grants and Cooperative Agreements with State and Local Governments) - OMB Circular No. A-133 (Audits of States, Local Governments and Non-Profit Organizations)
Individuals, private firms, and non-profits excluded from coverage under OMB Circular No. A-122	- 43 CFR 18 (New Restrictions on Lobbying) - 48 CFR 31.2 (Federal Acquisition Regulation - Contracts with Commercial Organizations)
Non-profit organizations covered under OMB Circular No. A-122	- 43 CFR 18 (New Restrictions on Lobbying) - 2 CFR 215 (Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations) - 2 CFR 230 (Cost Principles for Non-Profit Organizations) - OMB Circular No. A-133 (Audits of States, Local Governments and Non-Profit Organizations)
Educational Institutions (even if part of a State or local government)	- 43 CFR 18 (New Restrictions on Lobbying) - 2 CFR 220 (Cost Principles for Educational Institutions) - 2 CFR 215 (Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations) - OMB Circular No. A-133 (Audits of States, Local Governments and Non-Profit Organizations)

3. Reporting

See reporting requirements, including retention and access requirements, in 43 CFR 12.82. Additional details regarding new requirements, guidance, consequences, etc. are available in the document "Interim Guidance for Financial and Performance Reporting" located at http://wsfrprograms.fws.gov/subpages/toolkitfiles/intgdrpt.pdf. Electronic submission of performance information may be required, as will be detailed in the terms and conditions of the award.

VII. Agency Contacts

The Service administers the Boating Infrastructure Grant Program. You may learn about the national level program by contacting:
Paul Van Ryzin
U.S. Fish and Wildlife Service
Wildlife and Sport Fish Restoration Program
4401 North Fairfax Drive, MS-4020
Arlington, VA 22203
703-358-1849, Paul_VanRyzin@fws.gov

For project specific information and application details, contact your Service Regional WSFR Office:

Region 1 – Paul Hayduk, Paul_Hayduk@fws.gov, 503-736-4780 (OR, WA, ID)
Region 1 – Flinn Curren, Edward_Curren@fws.gov, 808-792-9571 (Insular Jurisdictions)
Region 2 – Bud Fazio, Buddy_Fazio@fws.gov, 505-248-7468
Region 3 – Julie Morin, Julie_Morin@fws.gov, 612-713-5156
Region 4 – Torre Anderson, Torre_Anderson@fws.gov, 404-679-4168
Region 5 – Alberto Ortiz, Alberto_Ortiz@fws.gov, 413-253-8406
Region 6 – Eddie Bennett, Eddie_Bennett@fws.gov, 303-236-8165
Region 7 – Mary Price, Mary_Price@fws.gov, 907-786-3982
Region 8 – Bart Prose, Bart_Prose@fws.gov, 916-978-6152

VIII. Other Information

The Federal government is not bound to give financial support to any project until the Service authorized representative has approved the award.

OMB Control Number 1018-0109, Expires September 30, 2015

PAPERWORK REDUCTION ACT STATEMENT: The Paperwork Reduction Act requires us to tell you why we are collecting this information, how we will use it, and whether or not you have to respond. We will use the information that we collect to evaluate applications submitted to acquire funding for Boating Infrastructure Grant Program funds. Your response is required to be considered to receive funding. A Federal agency may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB Control Number. We estimate that it will take an average of 40 hours to complete the application. The average estimated annual burden associated with writing and submitting required performance reports is 6 hours. You may send comments concerning the burden estimates or any aspect of this information collection to the Information Collection Clearance Officer, U.S. Fish and Wildlife Service, 4401 N. Fairfax Drive, MS 2042-PDM, Arlington, VA 22203.

Attachment A

Boating Infrastructure Grant Program Questions and Answers

1. Is maintenance dredging eligible for funding?

No. Maintenance dredging, which is dredging to maintain a channel after having received BIG funds for one-time dredging, is ineligible and will disqualify an application from funding consideration.

As stated in the program rule (50 CFR 86.20), you may "do one-time dredging only, to give transient vessels safe channel depths between the tie-up facility and maintained channels or open water." Eligible dredging costs are limited to those associated with dredging the most direct route from the tie-up facility to the maintained channel or open water (this would allow you to dredge where proposed slips or other tie-up facilities for transient, nontrailerable recreational vessels will be, but not between these facilities and the land).

2. What if the dredging needs of the project exceed the 10% limit?

State agencies may use any other source of funding aside from the grant to fund dredging in excess of 10% of the total BIG project costs. BIG funding for dredging costs for any proposed project are limited to 10 % of the total project costs, including the BIG Federal share and match. Any dredge associated costs are included in this restriction, including the cost of divers, spoil disposal, dredge ponds, etc.

3. Are services such as food service, retail, or lodging considered eligible boating infrastructure facilities for this program?

No. BIG will not fund services or structures for food service, retail, or lodging. This would include ship stores, food courts, and hotels.

BIG can fund restrooms and laundry facilities for boaters of transient, nontrailerable recreational vessels. You must prorate costs for these facilities to account for any use by others.

4. Regarding the ranking criterion addressing partnerships, who do we consider a contributing partner?

We may consider individuals, organizations, companies, and others to be partners if they provide cash or in-kind contributions to the proposed BIG project that are: (1) identified in the application (and on the SF 424, Application for Federal Assistance); (2) quantifiable; and (3) reasonable and necessary to meet the project objectives. Applicants must submit letter(s) of commitment from an authorized representative of any partner detailing the terms of

participation and the amount of matching funds or value of donated services to receive points for this criterion. We may consider Federal Agencies that contribute to the success or completion of the project a partner, even though we cannot accept a financial contribution from a Federal entity as match.

5. Are parking lots and access roads adjacent to boating facilities for transient, nontrailerable recreational vessels eligible costs?

If the costs are reasonable and necessary to meeting the project objectives, the costs may be eligible. There should be no more than a small number of parking spots or a short access road built with BIG funds or non-Federal cost share. You must prorate if anyone other than boaters in or operating transient, nontrailerable recreational vessels will use them.

6. Can I fund a pumpout or floating restroom with BIG funds?

Yes. However, you must prorate if a proposed facility will be used by anyone other than boaters in or operating transient, nontrailerable recreational vessels.

We encourage you to use Clean Vessel Act funding for pumpouts and floating restrooms, as available.

7. Are applications that propose to fund only engineering studies and other planning efforts eligible for BIG funds?

Yes, we can award BIG funds for projects that involve only engineering and feasibility studies, as well as other activities necessary for the planned construction of facilities for transient boaters. We list these as eligible activities for the program (50 CFR 86.20).

The Service will accept and score applications that include only these activities in anticipation of the development of transient boating opportunities. However, since these applications do not include the development of transient boating facilities they cannot receive points for the criteria for innovative techniques, cost efficiency, providing access to opportunities, and providing significant economic impacts (50 CFR 86.60). Therefore, they tend to receive lower scores and are often not funded.

We encourage you to consider using BIG Tier 1 funds for this type of preliminary work or contact the Regional Office to discuss other possible funding strategies.

8. May you purchase land, or an interest in land, with BIG funds?

No, land acquisition or an interest in real property (fee simple, easement, lease) is not an eligible cost for BIG. The purpose of BIG is to provide infrastructure for nontrailerable, transient recreational boats at least 26 feet long.

9. May you use existing real property as non-Federal match? If yes, then how will the value of these be determined?

With the exception of land and interest in the land, you may use existing real property as non-Federal match if it is necessary and reasonable for achieving the project objectives. The State is responsible for determining the fair market value of accepted real property, e.g., docks and buildings, in accordance with applicable Federal regulations and cost principles. If the proposed value of the match is not adequately justified, the application may be ineligible.

10. May real property and in-kind services serve as the entire State match?

With the exception of land and interest in the land, existing real property and eligible in-kind services may serve as the entire non-Federal match or any portion thereof. The property and services must be necessary and reasonable and must continue to serve the purpose for the useful life of the BIG project.

11. Can riparian rights serve as the State match?

No, riparian rights constitute an interest in land. Existing riparian rights are not eligible as in-kind match nor is the acquisition of riparian rights an eligible project cost for the BIG program.

12. What do we consider real property?

Real property as defined at 43 CFR 12 is "land, including land improvements, structures and appurtenances thereto, excluding movable machinery and equipment." You cannot use land and interest in land as non-Federal match for BIG, but you can use other existing real property as non-Federal match.

13. Who determines if an application is eligible?

Service Regional WSFR personnel determine whether an application is eligible and whether we should consider it for ranking by the National Review Panel. If Regional personnel have questions regarding the eligibility of a project, they are encouraged to consult with the Service National WSFR Office.

Service National WSFR Office will reexamine the application's eligibility if questions arise. If deemed ineligible, we will not consider the application for funding.

14. Who should you contact if you have additional questions?

Additional information is available from the Service Regional WSFR Offices contact listed in Section VII, Agency Contacts.