

## **NATIONAL BOATING INFRASTRUCTURE GRANT PROPOSALS FY 2012**

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

This announcement instructs the 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 only your Proposal to the Department of Boating and Waterways; all other additional forms referenced in this document will be completed and submitted by the Department.

### **IMPORTANT NOTE:**

**All California Grant Proposals must be submitted no later than August 17, 2011. Submit 1 hard copy and 1 electronic copy in MS Word format.**

**Proposals should be mailed to:**

**Kevin Atkinson  
CA Department of Boating and Waterways  
2000 Evergreen Street, Suite 100  
Sacramento, CA 95815**

**DO NOT SUBMIT your proposal to any address or website found within the attached USFWS document. These addresses are for use by the California Department of Boating and Waterways only. Failure to submit your Proposal directly to the California Department of Boating and Waterways will cause your proposal to be rejected with no eligibility to compete in the program.**

If you have any questions or would like to discuss your proposal you may contact Kevin Atkinson at (916) 263-8149.

## **Boating Infrastructure Grant Program Tier 2**

FY 2012

### **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

##### **Funding Opportunity Title:**

Boating Infrastructure Grant Program - Tier 2, Competitive

##### **Announcement Type:**

Announcement of availability of grants for fiscal year (FY) 2012 and request for applications

**Funding Opportunity Number:** FWS-BIG-12

**Catalog of Federal Domestic Assistance (CFDA) Number:** 15.622

**Dates:** State applicants must submit applications by mail or through [www.grants.gov](http://www.grants.gov) (Grants.gov) by the deadline. The deadline for receipt by mail is Sept. 21, 2011, 4:00 p.m. local time. The deadline for receipt by Grants.gov is Sept. 21, 2011, 11:59 p.m. EDT. The U.S. Fish and Wildlife Service (Service) recommends that if you submit using Grants.gov, do so early enough to allow for any unforeseen technical complications. The Service will not consider applications received after the deadline.

Due to the highly competitive nature of the Boating Infrastructure Grant Program (BIG), State applicants are encouraged to submit applications 4-6 weeks prior to the deadline to receive Service comments and/or suggestions on applications. Applicants are not allowed to make changes or additions to applications after the application deadline of Sept. 21, 2011. Contact the Service for more information (see Section VII, Agency Contacts).

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 by March 2012.

**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 latter'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 \$13.5 million in BIG Tier 2, Competitive grants in FY 2011 to 11 States for 16 boating infrastructure projects across the United States. We anticipate awarding approximately \$9 million in BIG Tier 2, Competitive funding in FY 2012.

The Request for Applications for FY 2012 BIG Tier 1, Basic is in a separate announcement on Grants.gov. You can locate it by doing an advanced search for funding opportunity FWS-BIG-12-T1.

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).

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

**New in the FY 2012 Request for Applications:**

- A maximum available Federal share of \$1.5 million per application.
- New page limits and specific recommendations for application format and arrangement.
- New guidance for letters of commitment.
- New information on prorating ineligible activities and costs.

**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:**

The Service expects that approximately \$9 million will be available for BIG Tier 2, Competitive grants in FY 2012. The maximum Federal share for Tier 2, Competitive grants will be \$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, Competitive 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 overall Federal cost share is a factor used in ranking applications. Therefore, applicants are encouraged to provide more than the minimum cost share required (see 50 CFR 86.60(b)(4)).

States 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. **The State must document matching contributions from any third party, including potential subgrantees, with a signed letter of commitment from an authorized representative of the third party.** States must include the letter in the application package by the deadline and must provide detailed information on the value of the match contribution. Costs must be necessary and reasonable to accomplishing the proposed project objective(s). The Service will not award points for partnership (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 match as listed on the Standard Form 424.

#### C. Other

Although only State agencies can 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 Request and/or Submit Application Package

You can receive application forms and other material necessary to apply for BIG Tier 2, Competitive by contacting one of the Service Regional Wildlife and Sport Fish Restoration (WSFR) Offices. Application forms are also available through the Grants.gov website and the WSFR toolkit (<http://wsfrprograms.fws.gov/Subpages/ToolkitFiles/toolkit.pdf>).

States should send applications by mail (either a paper copy or electronic file as pdf) to the appropriate Service Regional WSFR Office listed below or online at Grants.gov.

Below is a list of Service Regional WSFR Office contact information:

States, Commonwealths, the District of Columbia, and territories by U.S Fish and Wildlife Service Region	Regional Contact Information
Region 1 American Samoa, Commonwealth of the Northern Mariana Islands, Guam, Hawaii, Idaho, Oregon, and Washington	U.S. Fish and Wildlife Service WSFR – Federal Assistance Eastside Federal Complex 911 NE 11 <sup>th</sup> Avenue Portland, OR 97232-4181 503-231-6128 <a href="mailto:Fred_Caslick@fws.gov">Fred_Caslick@fws.gov</a>
Region 2 Arizona, New Mexico, Oklahoma, and Texas	U.S. Fish and Wildlife Service Wildlife and Sport Fish Restoration Program P.O. Box 1306; 500 Gold Avenue, SW Albuquerque, NM 87103 505-248-7468 <a href="mailto:Buddy_Fazio@fws.gov">Buddy_Fazio@fws.gov</a>
Region 3 Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio, and Wisconsin	U.S. Fish and Wildlife Service Wildlife and Sport Fish Restoration Program 5600 American Blvd. West, Suite 990 Bloomington, MN 55437-1458 612-713-5156 <a href="mailto:Julie_Morin@fws.gov">Julie_Morin@fws.gov</a>
Region 4 Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, the Commonwealth of Puerto Rico, South Carolina, Tennessee, and the U.S. Virgin Islands	U.S. Fish and Wildlife Service Division of Federal Assistance 1875 Century Boulevard, Suite 324 Atlanta, GA 30345 404-679-7113 <a href="mailto:Scott_White@fws.gov">Scott_White@fws.gov</a>

<p>Region 5 Connecticut, Delaware, the District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia</p>	<p>U.S. Fish and Wildlife Service Wildlife and Sport Fish Restoration Program 300 Westgate Center Drive Hadley, MA 01035 413-253-8406 <a href="mailto:Alberto.Ortiz@fws.gov">Alberto Ortiz@fws.gov</a></p>
<p>Region 6 Colorado, Kansas, Nebraska, Montana, North Dakota, South Dakota, Utah, and Wyoming</p>	<p>U.S. Fish and Wildlife Service Wildlife and Sport Fish Restoration Program 134 Union Blvd., P.O. Box 25486 Denver, Colorado 80225 303-236-8165 <a href="mailto:Eddie.Bennett@fws.gov">Eddie Bennett@fws.gov</a></p>
<p>Region 7 Alaska</p>	<p>U.S. Fish and Wildlife Service Wildlife and Sport Fish Restoration Program 1011 East Tudor Road Anchorage, AK 99503 907-786-3322 <a href="mailto:Steve.Klein@fws.gov">Steve Klein@fws.gov</a></p>
<p>Region 8 California and Nevada</p>	<p>U.S. Fish and Wildlife Service Wildlife and Sport Fish Restoration Program 2800 Cottage Way, W-1729 Sacramento, CA 95825 916-978-6152 <a href="mailto:Bart.Prose@fws.gov">Bart Prose@fws.gov</a></p>

### **Content and Form of Application**

Applications submitted for BIG Tier 2, Competitive funding **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. You may use **Standard Form 424C** or present the information in a similar table with cost categories. You should provide sufficient detail for reviewers to understand proposed costs.
  - i. **Contingency reserves are ineligible and must not be included in estimated costs (see 2 CFR 225, Appendix B (9)).**
  - ii. Costs for all activities or components of each project must be included and **prorated**, as appropriate.
    - 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.
2. 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.
  3. 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 does not address the ranking criteria, but rather 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 ranking 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.
- b. You must include at least one map to show the overall project area and the specific location of the project.
- c. If one-time dredging is proposed, you must include an aerial photograph or schematic drawing to indicate the specific area you intend to dredge.
- d. 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 (no page limit):**

You must include a signed letter(s) 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 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
- Ranking Criteria
- Drawings/Maps/Photographs
- Letters of Commitment
- Supporting Documents

Applications should be on or formatted to print (in the case of an electronic application) 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 should be legible, i.e., preferably 12 point Arial, Times New Roman, or other commonly used font. Binding materials are discouraged.

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.

### **B. Submission Dates and Times:**

You may submit applications by mail or through Grants.gov. The deadline for receipt by mail is Sept. 21, 2011, 4:00 p.m. local time. The deadline for receipt by Grants.gov is Sept. 21, 2011, 11:59 p.m. EDT. We recommend that if you submit applications through Grants.gov, do so early enough to allow for any unforeseen technical complications. We 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, Competitive 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, Competitive:**
- i. **Dredging costs must not exceed 10% of total BIG project costs, including match.** Any dredge associate 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 (this would allow you to dredge where slips, day docks, mooring buoys, floating docks, floating piers, dinghy docks, or other eligible boating infrastructure facility for transient, nontrailerable recreational vessels will be, as well as 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 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 for use;
  - 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 and Available Point Values

Criteria for reviewing and ranking BIG Tier 2, Competitive applications are in the Final Rule for BIG (50 CFR 86.60). **Please see Attachment A for frequently asked BIG 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.
  - One partner. (5 points)
  - Two partners. (10 points)
  - Three partners. (15 points)

Note - States 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. **The State must document matching contributions from any third party, including potential subgrantees, with a signed letter of commitment**

**from an authorized representative of the third party.** States must include the letter in the application package by the deadline and must detail the value of the match contribution. Costs must be necessary and reasonable to accomplishing the proposed project objective(s). The Service 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 have included something in the project that is unique, forward thinking, serves a special purpose, 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 based on whether the proposed project is an enhancement to an existing facility, or additional services, or if the application is for the development of entirely new supporting infrastructure for the proposed project (e.g., new marina development). Applications to increase the transient space at an existing marina or services will receive a higher score (3-5 points) compared to projects that propose the development of a brand 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 or renovate.** 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 or renovate 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. Provide 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 or renovate facilities that do not include boat slips or tie-ups will receive 0 points for this ranking criterion, e.g., fuel dock only.

6. Provide 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. Provide 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 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.
- Application ranking - Once the Service Regional WSFR Office accepts an application, they send it to the Service National 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 by March 2012. 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 letter that we have selected their application for funding. The letter 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:

<u>Categories of Recipients</u>	<u>Specific Rules and Guidance</u>
States, local governments and Tribes	<ul style="list-style-type: none"><li>- 43 CFR 12 (Administrative and Audit Requirements and Cost Principles for Assistance Programs)</li><li>- 43 CFR 18 (New Restrictions on Lobbying)</li><li>- 2 CFR 225 (Cost Principles for State, Local and Indian Tribal Governments)</li><li>- OMB Circular No. A-102 (Grants and Cooperative Agreements with State and Local Governments)</li><li>- OMB Circular No. A-133 (Audits of States, Local Governments and Non-Profit Organizations)</li></ul>
Individuals, private firms, and non-profits excluded from coverage under OMB Circular No.	<ul style="list-style-type: none"><li>- 43 CFR 18 (New Restrictions on Lobbying)</li><li>- 48 CFR 31.2 (Federal Acquisition Regulation -</li></ul>

A-122	Contracts with Commercial Organizations)
Non-profit organizations covered under OMB Circular No. A-122	<ul style="list-style-type: none"> <li>- 43 CFR 18 (New Restrictions on Lobbying)</li> <li>- 2 CFR 215 (Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations)</li> <li>- 2 CFR 230 (Cost Principles for Non-Profit Organizations)</li> <li>- OMB Circular No. A-133 (Audits of States, Local Governments and Non-Profit Organizations)</li> </ul>
Educational Institutions (even if part of a State or local government)	<ul style="list-style-type: none"> <li>- 43 CFR 18 (New Restrictions on Lobbying)</li> <li>- 2 CFR 220 (Cost Principles for Educational Institutions)</li> <li>- 2 CFR 215 (Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations)</li> <li>- OMB Circular No. A-133 (Audits of States, Local Governments and Non-Profit Organizations)</li> </ul>

### 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>.

### VII. Agency Contacts

The Service administers the Boating Infrastructure Grant Program. You may learn about the national level program by contacting:

Christy Vigfusson  
U.S. Fish and Wildlife Service  
Wildlife and Sport Fish Restoration Program  
4401 North Fairfax Drive, WSFR 4020  
Arlington, VA 22203  
703-358-1748, [Christy\\_Vigfusson@fws.gov](mailto:Christy_Vigfusson@fws.gov)

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

Region 1 – Fred Caslick, [Fred\\_Caslick@fws.gov](mailto:Fred_Caslick@fws.gov), 503-231-6128  
Region 2 – Bud Fazio, [Buddy\\_Fazio@fws.gov](mailto:Buddy_Fazio@fws.gov), 505-248-7468  
Region 3 – Julie Morin, [Julie\\_Morin@fws.gov](mailto:Julie_Morin@fws.gov), 612-713-5156  
Region 4 – Scott White, [Scott\\_White@fws.gov](mailto:Scott_White@fws.gov), 404-679-7113  
Region 5 – Alberto Ortiz, [Alberto\\_Ortiz@fws.gov](mailto:Alberto_Ortiz@fws.gov), 413-253-8406  
Region 6 – Eddie Bennett, [Eddie\\_Bennett@fws.gov](mailto:Eddie_Bennett@fws.gov), 303-236-8165

Region 7 – Steve Klein, Steve\_Klein@fws.gov, 907-786-3322

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

**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 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 50 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 slips for transient, nontrailerable recreational vessels will be, but not between slips 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 separate 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 necessary and reasonable 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. 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 applicants to consider using 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 (fee simple or easement) 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.