

UNITED STATES DEPARTMENT OF THE INTERIOR
Bureau of Land Management

FUNDING OPPORTUNITY ANNOUNCEMENT
for
Federal Financial Assistance

FUNDING OPPORTUNITY TITLE:

**BLM-National Interagency Fire Center (NIFC)
Joint Fire Science Program (JFSP)
Regional Fire Science Exchange Announcement (One Task
Statement)**

FUNDING OPPORTUNITY NUMBER:

**L19AS00004
JFSP Announcement No. FA-FOA0019-003**

ANNOUNCEMENT TYPE:

**Request for Applications
Issued: March 13, 2019**

CFDA NUMBER & TITLE:

15.232 – Wildland Fire Research & Studies Program

LEGISLATIVE AUTHORITY:

**FEDERAL LAND POLICY AND MANAGEMENT ACT OF 1976
(FLPMA), 43 USC §1737 (b), Public Law 94-579**

DEADLINE FOR SUBMISSION OF APPLICATIONS:

May 16, 2019, 5:00 p.m. MST

CONTACT INFORMATION:

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BLM

Bureau of Land Management—Financial Assistance

A. PROGRAM DESCRIPTION

1. Description of Program and/or Project

- a. Background: The Joint Fire Science Program (JFSP) is a partnership of six federal wildland fire management and research agencies that have a shared need to address problems associated with managing wildland fuels, fires, and fire-impacted ecosystems.

The partnering agencies include the U.S. Department of Agriculture (USDA), Forest Service (FS) and five bureaus in the U.S. Department of the Interior (DOI): Bureau of Indian Affairs, Bureau of Land Management, National Park Service, Fish and Wildlife Service, and Geological Survey. The DOI also is represented by the Office of Wildland Fire. Funding to support the program is provided by both DOI and FS.

For further background on the JFSP, those considering submitting proposals are encouraged to visit its website at www.firescience.gov.

- b. Objectives: The U.S. Congress directed the DOI and USDA FS to develop a Joint Fire Science Program and Plan to prioritize and provide sound scientific studies to support the land management agencies and other stakeholders in addressing issues associated with wildland fire. Congress also was concerned with ensuring an effective means for collecting and disseminating information that resulted from research to end users. Current science delivery priorities are identified as a task statement in this Funding Opportunity Announcement (FOA).
- c. Public Benefit: Scientific studies and science delivery efforts funded by JFSP help to:
- ensure the health and safety of public and other lands
 - provide protection of life, infrastructure, and natural and cultural resources.

2. Program Expected Outcomes

As a jointly funded program, JFSP research and science delivery priorities align strategically with the priorities of the Secretary of Interior and the Secretary of Agriculture.

Specifically, JFSP-funded work addresses the Secretary of Interior's priority to "create a conservation stewardship legacy second only to Teddy Roosevelt [by using] science to identify best practices to manage land and water resources and adapt to changes in the environment."

and

Secretary of Agriculture's priorities to "foster productive and sustainable use of our National Forest System lands and to strengthen the stewardship of private lands

through technology and research.” In addition, with respect to wildland fire in particular, JFSP research and science delivery priorities address both Secretaries’ goals of reducing the occurrence and impacts of catastrophic wildfire through active management by contributing to the underlying scientific understanding and decision support tools needed to make informed decisions.

Finally, JFSP science delivery priorities, as demonstrated by the task statements included in this FOA, directly and indirectly support the three goals of the 2014 National Cohesive Wildland Fire Management Strategy (“Cohesive Strategy”):

- Resilient landscapes
- Fire-adapted communities
- Safe and effective wildfire response

B. FEDERAL AWARD INFORMATION

1. Award Instrument

In accordance with the Legislative Authority, an inter-agency agreement will be used for federal awards.

A cooperative agreement will be used for non-federal awards and the recipient should expect Bureau of Land Management (BLM) to have substantial involvement in the project. Substantive Bureau of Land Management (BLM) involvement will consist of the following:

- The BLM Program Officer (PO) will collaborate with the recipient's Project Manager/Principal Investigator (RPM/PI) to manage technical execution of the project, recommended changes to objectives or technical execution.
- The JFSP program office is in contact with Principal Investigators to ensure projects are progressing according to the submitted proposals including occasional field trips and meetings with Project Manager/Principal Investigator.
- Responsibility for project management, control, and direction will be shared by the recipient and the BLM, however the BLM will have the right to intervene by modifying the project management plan if the project is not staying on schedule and/or technical issues arise.

2. Expected Number of Awards

Two individual Cooperative Agreements.

3. Expected Individual Award Amounts

Individual awards on average can range from \$300,000 to \$400,000.

4. Total Funding Expected to be Awarded through this Announcement

\$700,000 to \$800,000.

5. Anticipated Period of Performance Start Date

Late-August to mid-September 2019

6. Length of Project

Initial funding will be for two years only; however, proposers may be asked to submit proposals for additional funding periods up to five years total, if funding is available.

7. **Additional Funding Information**

Funding for this project(s) is not guaranteed and is subject to the availability of funds and evaluation of proposals is based on the criterion in this announcement. In appropriate circumstances, BLM reserves the right to partially fund proposals in discrete portions or phases of proposed projects. If BLM chooses to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process. Funded proposals through this competition is not a guarantee of future funding.

BLM reserves the right to make additional awards under this announcement if additional funding becomes available after the original award selections are made,

Any additional selections must be made in accordance with the terms of this announcement and BLM policy.

Only BLM Grants Management Officers (GMO) are authorized to obligate funds for financial assistance.

This FOA is being released prior to the passage of a Consolidated Appropriations Act for FY 2019 by Congress. Enactment of additional Continuing Resolutions or an Appropriations Act may affect the availability and/or level of funding for this program.

C. **ELIGIBILITY INFORMATION**

1. **Eligible Applicants**

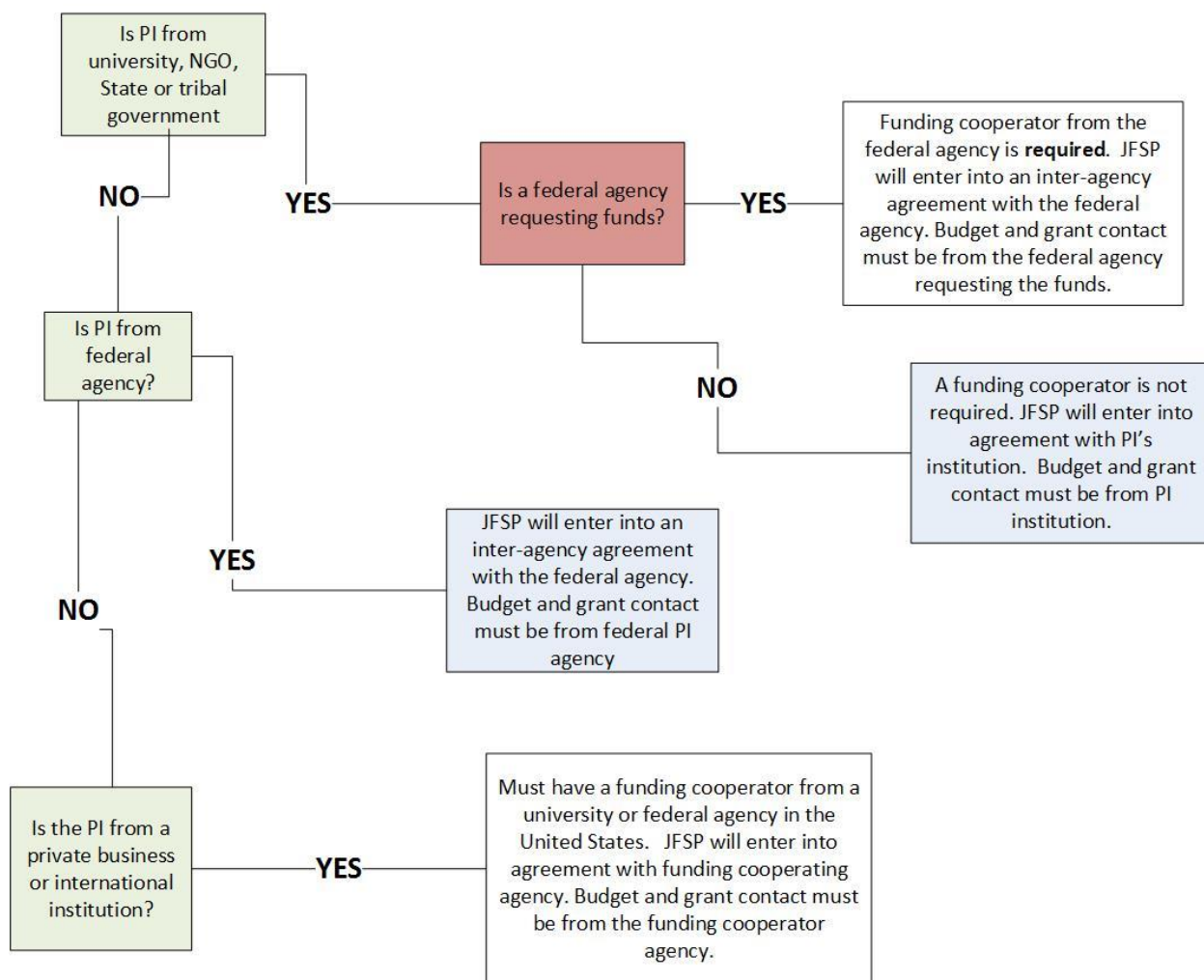
- The JFSP encourages proposals from all eligible parties and partners. Funds will be awarded through a university, tribal government, non-governmental organization (NGO) or federal agency.
- Proposals with a PI from states or that have any international funding, also must identify a funding cooperator from the United States to receive and process the funds.
- Proposals with a university, tribal government, or NGO PI that do not include funding for federal agencies do not need a funding cooperator and funds will route through the PI's institution.
- Proposals that include budgeted funds to be spent by a federal agency and that do not have a federal PI, must list a funding cooperator from the federal agency requesting funds. **Any funds awarded to a federal agency will be issued under an Interagency Agreement.**
- JFSP encourages proposals from any eligible party or partner that is part of a Cooperative Ecosystem Studies Unit (CESU) program. CESUs are partnerships that provide research, technical assistance, and education. If a

cooperative agreement is awarded to a CESU partner under a formally negotiated Master CESU agreement, indirect costs are limited to a rate of no more than 17.5 percent of the indirect cost base recognized in the partner's Federal Agency-approved Negotiated Indirect Cost Rate Agreement (NICRA).

JFSP will enter into only one agreement per project with the PI institution or the funding cooperator institution.

- The PI institution or funding cooperator institution will be responsible for entering into sub-agreements with collaborating institutions.
- Budgets must be reviewed and approved by the institution's Budget contact and Agreements contact prior to proposal submission. If a funding cooperator is involved, the Agreements contact and Budget contact must be from the funding cooperator's institution.
- If the funding cooperator is from the Forest Service, the cooperator must be from a Forest Service Research Station. Work with your station funding cooperator to ensure you meet the station requirements for submission.
- JFSP will not provide additional funds to cover budget errors discovered after the proposal submission deadline.
- The end date and indirect costs for all sub-awards must match the end date and indirect costs in the original funding award document. The PI's institution should take into account any potential delays anticipated in executing sub-agreements when proposing project timelines. **(See funding cooperator flowchart below)**

Funding Cooperator Flowchart



2. Cost Sharing or Matching

This program has no cost sharing or matching requirements.

3. DUNS Number and SAM Registration

Each applicant (unless the applicant is an individual or federal awarding agency that is excepted from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the federal awarding agency under 2 CFR § 25.110(d)) is required to:

- a. Provide a valid DUNS number (Dun & Bradstreet Universal Numbering System) on its application. DUNS numbers are nine-digit numbers established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. DUNS numbers may be obtained free of charge from Dun & Bradstreet, Inc., at: <http://fedgov.dnb.com/webform> or by calling them at (877) 930-5228.

- b. Be registered in SAM (System for Award Management, www.SAM.gov) before submitting its application. SAM is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. No fee is required to register at this site. Register in the System for Award Management (SAM) at: <http://www.sam.gov>.
- c. Continue to maintain an active SAM registration with current information at all times during which the applicant has an active federal award or an application or plan under consideration by a federal awarding agency

4. Other Restrictions

JFSP has an approved indirect cost rate deviation that limits proposals to a maximum of twenty (20) percent of the direct costs for each institution. Proposals requesting funds for indirect rates higher than twenty (20) percent will not be considered. This memo can be found on the JFSP website at this link: http://www.firescience.gov/documents/BLM_Indirect_cost_rate_exception_signed.pdf. Proposal funding through a federal funding cooperator must reflect either the prevailing indirect rate for the cooperating federal agency or the JFSP maximum limit of twenty (20) percent, whichever is less.

Pass-through costs are charged only by the PI institution or funding cooperator institution for administrative costs associated with managing sub-agreements. Pass-through costs are limited to ten (10) percent of the sub-agreement total costs.

Unrecovered indirect costs can be used as contributed funds in the budget.

5. Scientific Integrity

Scientific integrity is vital to Department of the Interior (DOI) activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage DOI's reputation and ability to uphold the public's trust. All work performed must comply with the DOI Scientific Integrity Policy posted to <http://www.doi.gov>, or its equivalent as provided by the proposer's organization or applicable State law.

D. APPLICATION AND SUBMISSION INFORMATION

1. Proposal Submission and Agency Contact

All proposals must be submitted by 5:00 p.m. MST, May 16, 2019, using the electronic submission process provided on the JFSP website (www.firescience.gov). Proposals should not be submitted through Grants.gov. No exceptions are allowed to this closing date and time.

All proposals must meet all requirements in this FOA (see especially Section D.6 below). Proposals that do not meet all requirements in this section will not be considered for funding.

Direct questions to:

Administrative questions:

Becky Jenison, Program Analyst
Phone: 208-387-5958
Email: bjenison@blm.gov

Task statement questions:

John Hall, Program Director
Phone: 208-387-5945
Email: j2hall@blm.gov

Ed Brunson, Deputy Program Director
Phone: 208-387-5975
Email: ebrunson@blm.gov

2. Steps to Create and Complete a JFSP Proposal

Multiple steps are necessary to create a JFSP proposal, some of which are dependent on prior steps. **Proposals must be submitted electronically via the JFSP website (www.firescience.gov)**. For full list of requirements see Section D.6 below.

Step 1 – PI establishes profile, updates password.

Step 2 – PI initiates proposal (select task, receive proposal #, enter proposal title).

Step 3 – Enter contacts (all contacts establish profiles, update passwords; PI assigns roles). Once the PI enters a contact they will have access to sign into the database and access the proposal.

Step 4 – Proposal development (templates, requirements).

Step 5 – Complete budget (template, narrative).

Step 6 – Attach all documents (proposal body, literature cited, budget, budget narrative, CVs, list of acronyms (optional), support letters (optional)).

Step 7 – PI enters final details (project location, budget summary, start/end dates, abstract, task statement relevancy, and project category).

Step 8 – Budget Contact and Agreements Contact sign in to the database and certify review of budget and budget narrative.

Step 9 – PI submits proposal (you must convert to Final Draft status first before hitting the Submit Proposal Button).

Notes

- Many steps can be in progress concurrently
- All information, including attachments, can be saved as Draft and edited later

3. Task Statement(s)

Regional Science Exchange and Outreach

Objective

The objective of this task statement is to solicit proposals to lead and execute a particular regional fire science exchange for a period of three years. The JFSP funds and provides oversight to a national collaborative of 15 regional wildland fire science exchanges: the Fire Science Exchange Network (FSEN). The FSEN provides the most relevant, current wildland fire science information to federal, state, local, tribal, and private stakeholders within ecologically similar regions. The FSEN brings fire, fuel, natural resource, and land managers, practitioners, and scientists together to address regional wildland fire management needs and challenges. Please see the JFSP website (www.firescience.gov) for additional information about the FSEN.

This solicitation is seeking individual proposals (i.e., each proposal must be specific to one region) for the following two regions of the FSEN: Great Plains, and Southern Rockies (see map below). **Note:** initial funding will be for two years only; however, proposers may be asked to submit proposals for additional funding periods up to five years total if funding is available.

Note: The Board has set capped funding levels for proposals responding to this FOA based on various criteria. Proposals responding for the Great Plains region are capped at no more than \$200,000 per year including indirect costs. Proposals responding for the Southern Rockies region are capped at no more than \$150,000 per year including indirect costs. Proposals received that request more than the capped amount will not be considered.



Proposals submitted in response to the current announcement must include information regarding (1) responsiveness to the task statement; (2) region-specific science delivery and outreach activities tailored to the region of interest and how such activities are relevant to that region; (3) exchange partners; (4) interactions with any existing science delivery efforts within the region, including US Geological Survey and US Forest Service activities; (5) end-user communities and interactions, (6) logic model (guidance for development of logic

models is available at https://www.firescience.gov/documents/JFSP_Evaluation_Resource_Guide_2015.pdf), 7) proposed governance structure for the exchange (e.g., advisors and advisory bodies, steering committees, etc.); and (8) proposed science delivery innovations. Proposals should specifically describe how end-user communities will be engaged to determine their information needs and priorities and they were involved in the development of the proposal. Proposed activities should be summarized in an activity/output table. See the proposal template and format associated with this announcement on the JFSP website for more information.

Background

An often-heard phrase is “use the best available science”. But managers often don’t know what information is already available nor the quality and applicability of that research to their management plans and projects. Another problem is the research may not be integrated in a context meaningful to management. And though the research may be of the highest quality and peer-reviewed, demonstration of science findings in the field is often lacking.

Everett M. Rogers, author of **Diffusion of Innovations** (Free Press-Simon & Schuster, 2003) states, “Getting a new idea adopted, even when it has obvious advantages, is difficult. Many innovations require a lengthy period of many years from the time when they become available to the time when they are widely adopted. Therefore, a common problem for many individuals and organizations is how to speed up the rate of diffusion of an innovation”.

The JFSP seeks to accelerate the awareness, understanding, and adoption of wildland fire science information by federal, tribal, state, local, and private stakeholders within identified regions. JFSP’s vision is a national network of regional fire science exchanges comprised of interested management and science stakeholders working together to tailor and actively demonstrate existing information to benefit management of a large ecologically similar region.

The JFSP has identified six overarching objectives for the FSEN. Proposals are not required to address all of these objectives, but are encouraged to address as many as can be effectively managed or suggest additional objectives identified through interactions with practitioners and managers. The objectives, along with example activities that address the objective when applicable, are outlined below.

1. Share information and build relationships

It is essential that relationships be fostered between scientists, practitioners, and managers. A critical need is for regular, consistent, and timely dissemination of credible information tailored for a regional audience. This objective is central to building visibility, trust, and dialog among stakeholders in a region. The JFSP encourages the following example activities:

- provide periodic alerts or newsletters
- publish and disseminate publications to all stakeholders
- develop, promote, and manage regional communities of practice to support peer-to-peer networking and knowledge exchange
- develop and manage a regional, web-based National Environmental Policy Act aid that allows fuels and resource planners to quickly access relevant research results

- identify “delivery” modes that are tailored to the manner in which different end-user groups acquire and process information.

2. List and describe existing research and synthesis information

Managers often are not aware of existing research, and research is often not conducted or presented in a form in which practical management implications are obvious. The following example activities could support this objective:

- develop and maintain a regional, quick-reference web catalog of applicable existing fire and fuels research results
- develop and maintain a regional, geo-spatial web catalog of new and ongoing research projects
- develop regional-specific information in the Fire Effects Information System database.

3. Identify and develop methods to assess the quality and applicability of research

Although it is important to collect and display existing information and research in progress, managers also need to understand the quality and strength of available evidence relevant to specific management questions. The JFSP is interested in further development of systematic evidence reviews that address important regional fire and fuels management questions and in general for using evidence-based approaches for demonstrating the robustness of and confidence in research results.

4. Demonstrate research on the ground

Demonstrating application of research discoveries in the field is essential to the rapid understanding and adoption of wildland fire science information. These example activities could support this objective:

- develop and conduct regional roadshows and field discussions to showcase recent fire research findings, demonstrate innovative practices, or highlight a fire research need
- develop and manage a network of regional demonstration areas that highlight application of recent research findings
- develop cost models and performance metrics to show the trade-offs involved of implementing new research results versus traditional management approaches.

5. Support adaptive management

The JFSP is interested in funding place-based adaptive management partnerships that promote adoption of wildland fire science findings by fire, fuel, natural resource, and land managers. The goal is to support a program of adaptive management activities in a specific place executed by a sustained science-management partnership that could serve as illustrative examples of coproduced science. These activities could take any of the following forms and are intended to be implemented as a coherent program rather than as unconnected, individual activities:

- innovative project and/or landscape planning processes that illustrate application of recent wildland fire science findings
- application of innovative practices based on new science findings
- approaches to developing metrics of success, monitoring project effectiveness, and determining whether desired outcomes have been achieved

- management experiments implemented through ongoing fire, fuels, natural resource, and land management programs
- outreach efforts to share results through field tours, workshops, publications, websites, or other suitable means.

6. Identify new research, synthesis, or validation needs

Each regional exchange is expected to develop mechanisms through which stakeholders can provide input about future fire and fuels research needs relevant to the region. These research needs and their priorities are then incorporated by JFSP into the JFSP Research Needs Database, which consolidates inputs from all of the exchanges and other sources. Exchanges could develop and conduct stakeholder roundtables to identify regional fire-related fire, fuels, natural resource, and land management research needs, identify specific questions and topics that might be included in systematic evidence reviews, or use other means to identify research needs and their priorities.

4. Budget and Funding Policy

a) Funding Cooperator

Proposal may require a funding cooperator. See Section C above.

b) Indirect Costs

The JFSP recognizes that agencies and organizations participating in the program need to recover reasonable indirect costs. Budget feasibility (cost effectiveness) of the individual projects, however, is a determining factor in the final selection process. JFSP has an approved indirect cost rate deviation that limits proposals to a maximum of twenty (20) percent of the direct costs for each institution. Proposals requesting funds for indirect rates higher than twenty (20) percent will not be considered. This memo can be found on the JFSP website at this link:

http://www.firescience.gov/documents/BLM_indirect_cost_rate_exception_signed.pdf

Proposal funding through a federal funding cooperator must reflect either the prevailing indirect rate for the cooperating federal agency or the JFSP maximum limit of twenty (20) percent, whichever is less.

If your organization has never had a NICRA, the BLM Grants Management Officer (GMO) may allow an indirect cost rate of up to 10% of your base modified total direct costs (MTDC). MTDC includes all salaries and wages, fringe benefits, materials and supplies, services, travel, and subgrants and subcontracts up to the first \$25,000 of each. Include the computational basis for the indirect expense pool and corresponding allocation base for your rate.

Pass-through costs are charged only by the PI institution or funding cooperator institution for administrative costs associated with managing sub-agreements. Pass-through costs are limited to ten (10) percent of the sub-agreement total costs. **(See indirect cost example below)**

Unrecovered indirect costs can be used as contributed funds in the budget.

Indirect costs example

Scenario

- The PI is from a university or federal agency (lead institution)
- Co-PI is from a cooperating university or NGO (cooperating institution)
- The calculated expenses in the Budget for the lead institution are \$200,000 (salary, fringe benefits, travel, equipment, etc.)
- The calculated expenses in the Budget for the cooperating institution are \$40,000

Calculation of indirect costs

1. Cooperating institution

Maximum allowed indirect costs (20%)

$$\$40,000 * 0.20 = \$8,000$$

Total Budget for cooperating institution

$$\$40,000 + \$8,000 = \$48,000$$

Note: If multiple cooperating institutions are involved this calculation would be performed for each institution.

2. Lead institution

Maximum allowed indirect costs (20%) on own Budget

$$\$200,000 * 0.20 = \$40,000$$

Maximum allowed pass-through indirect costs (10%) on cooperating institution Budget

$$\$48,000 * 0.10 = \$4,800$$

Total Budget for lead institution

$$\$200,000 + \$40,000 + \$4,800 = \$244,800$$

$$3. \text{ Total Budget} = \$244,800 + \$48,000 = \$292,800$$

Points of emphasis

- Lead institutions can include pass-through costs for each cooperating institution in their budget.
 - Pass-through costs are calculated based on the total budget for each cooperating institution, including the indirect costs calculated by the cooperating institution.
 - Cooperating institutions typically do not include pass-through costs in their budgets.
 - Institutions should use their negotiated indirect cost rates with their cooperating institutions, but cannot exceed JFSP maximums.
-

c) Small Business Innovation Research (SBIR) Costs

Certain proposals may be required to pay a percentage of the project's costs into the Small Business Innovation Research (SBIR) program. Proposals for which the funds are transferred to a Forest Service institution and subsequently a portion of the total budget is awarded to a non-federal entity through a sub-agreement or sub-contract may be required to pay the prevailing rate of the total funds awarded externally to the SBIR program. PI's should check with their Agreements contact to determine if this applies to your proposal and to determine the current rate.

d) Equipment Policy

Investigators are encouraged to contribute equipment (see 2 CFR Part 200.313) to conduct studies funded by JFSP from existing equipment inventories. Contributed equipment should be included as “contributed costs” in JFSP budget spreadsheets and on the budget tab.

If necessary equipment is not available, JFSP will partially or fully fund equipment needed to conduct research funded by JFSP. In no case will JFSP pay more than \$5,000 for a piece of equipment. If a new piece of equipment costing more than \$5,000 is needed for the proposed project, proposal investigators are expected to contribute the remaining costs in excess of \$5,000.

This criterion is to be applied for each and every piece of equipment.

e) Salary Policy

Salaries of permanent full-time employees are not paid by JFSP and must be provided by employing institutions. This includes university faculty on 12-month tenure-track appointments that have contracted salary.

JFSP will provide funding for university research appointment, part-time, temporary, term, and post-doctoral employees, as well as graduate and undergraduate students. JFSP will pay salary for academic employees on a 9-month appointment, but only for the months they are not funded by their institution and only for the time focused on their JFSP project. JFSP will not pay salary for other personnel to fill in for employees working on a JFSP project.

Contractors can request salary support to complete contracted work. Salary costs must be limited to only salary and fringe. Other salary cost burdens must be included as indirect costs and are subject to the indirect rate exception that cannot exceed in total 20% of direct costs. See https://www.firescience.gov/documents/BLM_indirect_cost_rate_exception_signed.pdf

Student stipends are acceptable costs, but **tuition and other university fees will not be funded.**

f) Budget

The budget spreadsheet and narrative must be reviewed by the Budget contact and Agreements contact to ensure all costs have been included and the budget is correct including indirect charges. JFSP will not provide additional funds to cover errors discovered after the proposal submission deadline.

Budget spreadsheet must use the provided template and have a separate worksheet for each institution requesting or contributing funds, including all sub-agreements and contracted costs over \$10,000. Identify all work that will be accomplished, including a breakdown of all tasks to be completed, and provide a detailed budget estimate in accordance with 2 CFR Parts 200.317 through 200.326. Contracted indirect costs and fees are subject to the indirect rate exception. Contracted costs under \$10,000 must still be explained in detail in the budget narrative but do not require a separate worksheet in the budget template.

Budget narratives must have the level of detail provided in the example in the budget narrative template. Lump sum costs are not acceptable in any category, without a detail breakdown of how the costs were determined. Funded proposals will be closely scrutinized for allowable and reasonable costs before an award is issued. The JFSP also reserves the right to negotiate final budget numbers based on the final approved work scope.

The Budget contact and Agreements contact must sign in to the JFSP system and certify the budget is correct and that they understand their role in receiving funds and facilitating agreements. Proposals cannot be submitted by the PI if both contacts have not completed this task in the database. **(See screen print below)**

Budget Certify

Start: Details	Required: Attachments	Required: Contacts	Required: Budget	Required: Location	Certification	Finish: Submit	Group Review	Reviewers
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Correspondence

Proposal ID: 11-S-4-1 (jdbid: 2886) Status: **Draft**

Title: Test proposal

Principal Investigator: Smokey T. Bear, Forest Service, Boise National Forest

Budget Contact Certification

By checking this box and clicking the "I Agree" button, I certify that the attached budget spreadsheet has been reviewed by me as the Budget Contact for this proposal. I certify that the budget is correct and I agree to receive funds and facilitate the transfer of funds, if necessary. To revoke this agreement, uncheck the box and click the "I Disagree" button.

I Agree I Disagree

Agreements Contact Certification

By checking this box and clicking the "I Agree" button, I certify that the attached budget spreadsheet has been reviewed by me as the Agreements Contact for this proposal. I understand that I will be responsible for facilitating all necessary agreements including sub-agreements to cooperating institutions. To revoke this agreement, uncheck the box and click the "I Disagree" button.

I Agree I Disagree

Proposals will be funded via cooperative agreement or Interagency Agreement or agency budget transfer. Budget contact and agreements contact must ensure that budgets have the correct indirect rates for your circumstances.

The JFSP does not fund projects that are, or should be, funded internally from existing accounts (such as routine agency monitoring) or operational portions (such as the installation of fuels treatments or development of fire management plans) of other projects.

Funding is usually distributed in late summer or early fall. Budgets should be planned with this timing in mind.

5. Data Management Plan (DMP)

Not applicable to this Funding Opportunity Announcement.

6. Additional Application Requirements

Proposals must meet all of the following requirements to be considered. Incomplete proposals will not be considered. No exceptions will be made to either the submission deadline or other submission requirements.

a) Proposal Submission

Proposals must be submitted electronically via the JFSP website

(www.firescience.gov). Proposals should not be submitted in Grants.gov. Hard copy, email, or facsimile proposals will not be accepted. Proposals can be created in the database at any time and saved as a draft for submission any time prior to the closing date and time.

- A JFSP database login and password is required to submit a proposal (see section b below). Requests for profiles will be processed in approximately 24 hours.
- The Budget contact must sign into the system and certify the budget is correct before the proposal can be submitted. Note that the PI will not be able to complete this task for the Budget contact. The PI must assign this contact on the contact tab before the Budget contact can sign in to complete this process.
- The Agreements contact must sign into the system and certify the budget is correct before the proposal can be submitted. Note that the PI will not be able to complete this task for the Agreements contact. The PI must assign this contact on the contact tab before the Agreements contact can sign in to complete this process. Only the PI can submit the proposal.
- Proposals can be saved in the JFSP system and submitted prior to the closing date and time. Submitted proposals can be reverted back to Final Draft by the PI prior to the closing date. If you revert a proposal back to Final Draft you must resubmit the proposal before the closing date and time.
- The JFSP proposal submittal system will not allow proposals to be submitted after the closing date and time.

b) Profiles

- **All** contacts must have a profile in the JFSP database that must be entered on the contacts tab by the PI.
- Proposals cannot be submitted if all required contacts (see Contacts below) are not entered on the contacts tab by the PI.
- It can take up to 24 hours to get a profile created. It is advisable to request profiles early in the process.
- To request a profile or password reset go to the JFSP website and click on the sign in link in the upper right hand corner of the page. Use the appropriate link for requesting a password reset or requesting a new user registration.

c) Contacts

Proposals may be required to have the following contacts (see Section H. Other Information for definitions to understand the role of each contact) assigned to a proposal:

- Principal Investigator (required, only one Principal Investigator can be assigned)
- Student Investigator (required)
- Funding Cooperator (may be required, see Section C)
- Budget Contact (required); in some cases this may be the same as the Agreements contact

- Agreements Contact (required); in some cases this may be the same as the Budget Contact
- Co-PIs and Collaborators (options).

It is the PI's responsibility to ensure all correct contacts are entered into the proposal database. Please read Section Section H. Other Information for definitions carefully to ensure you have the correct contact from the correct institution listed.

d) Confirmation Page

When the PI submits the proposal they will receive a confirmation page. It is highly recommend that PIs save or print that page for their records. If this confirmation page is not received the proposal has not been submitted correctly. It is the responsibility of the PI to ensure the proposal has been submitted correctly by the closing date and time.

e) Abstract

Proposers must cut and paste the three sub-sections of the Overview section in the proposal template (Problem Statement, Objectives, and Benefits) into the Abstract field in the **Details tab** of the JFSP database. The Abstract will become the publicly accessible description of the project.

f) Task Statement Relevancy

Proposers must cut and paste the fourth sub-section of the Overview section in the proposal template (Task Statement Relevancy) into the Task Statement Relevancy field in the Details tab.

g) Attachments

All required documents and templates must be attached before the proposal can be submitted. All attachments except the budget must be attached as an adobe pdf document; the budget template is in an Excel format. The PI should ensure that no loss of information occurred upon conversion to a pdf document. Attachments over the page limits cannot be submitted. All information in a template must be included as part of that attachment and must be within the page limit. Extraneous materials (e.g., extra graphs and text) are not permitted and will not be reviewed.

Required attachments for all proposals must use templates provided to be considered:

- Proposal body
- Literature cited
- Budget spreadsheet (Excel spreadsheet; include a separate worksheet for each institution or contracted costs greater than \$10,000)
- Budget narrative (explanation of specific budget assumptions and costs by institution)
- Curriculum Vitae for PIs and Co-PIs (two pages maximum for each person; include relevant publications)

Additional attachments:

- Letter(s) of support (optional)
- List of acronyms (optional)

h) Data Management Plan

Not applicable to this Funding Opportunity Announcement.

i) Budget

Budget summary numbers summarized by institution type requesting funds must be entered in the JFSP database on the Budget tab. The budget spreadsheet and budget narrative must be attached on the attachments tab using the spreadsheet template provided.

Proposals cannot be submitted without completing these required fields and attachments. Do not edit spreadsheet formulas and formatting without first contacting Becky Jenison (bjenison@blm.gov).

j) Task Statement Intent

Proposals that do not clearly and directly meet the intent of the task statement will not be forwarded to peer review or considered for funding. The PI for a proposal that does not meet the intent of the task statement will receive a rejection notice after the administrative review has been completed. In addition, PIs should ensure they are submitting their proposal for the correct task statement in the JFSP database.

k) Format

Proposals not following the required template(s) will not be considered. Proposals must use an 11 point font or larger. Additional guidance is included in the beginning of each template.

l) Page Limits

Attachments exceeding the page limits cannot be submitted. Check the page limit in the template and JFSP database. Everything required as part of the template is included in the page limit.

m) Project Location

Project location fields must be completed on the location tab for a proposal to be successfully submitted. Instructions are listed on the project location tab.

n) Signatures

Handwritten signatures are not required. When Principal Investigators (PIs) submit proposals they will be prompted to enter their password. By typing in the password and submitting a proposal, PIs are certifying that all contacts on the proposal have reviewed the proposal and understand the requirements of their respective roles.

o) Indirect Costs

Proposals must follow JFSP indirect cost guidelines. (See Section C.4 above)

p) Contributed Costs

See Section C.4 above.

q) Support Letters

Support letters are encouraged, but not required. Support letters are useful if they show understanding of the proposed work and the letter author articulates how the work will benefit them. Support letters that appear to be ghost-written by the PI or are form letters

are much less useful. If submitted, letters must be combined into one pdf document and attached on the attachments tab. Support letters sent by hard copy or email directly to JFSP will not be considered.

r) Past-Due Projects

No proposals will be considered if the work includes a PI or Co-PI who is a PI or Co-PI on a JFSP project that is past due as of the closing date of this announcement. See the JFSP website for the complete JFSP past-due and extension request policy.

E. APPLICATION REVIEW INFORMATION

The Government reserves the right to reject any and all proposals that do not meet the requirements of this funding opportunity announcement and are determined to be outside the scope of the authority under which this announcement is posted.

The evaluation process will consist of the following four screening levels:

1. First Level Screening—Basic Eligibility

- a. Applications will be screened to ensure that applications meet basic eligibility requirements. Depending on the specifics of the opportunity, screening may include, but is not limited to, the following:
 - 1) Program administrative requirements are met, including task statement intent;
 - 2) Submission is timely;
 - 3) Complete and properly executed application package documents (see D. APPLICATION AND SUBMISSION INFORMATION) are included;
- b. Applications must satisfy basic eligibility screening requirements to be considered for further review.

Note: The relevancy check includes assessing whether the proposal (1) responds to the intent of the task statement and (2) falls within JFSP's mission to support fundamental and applied research and science delivery. The relevancy check is a threshold review and if determined not to be relevant, no further evaluation of the proposal will occur.

2. Second Level Evaluation—Merit Review Evaluation via Internal and External Peer Review

Review Criteria

Note: Review criteria are not arithmetically scored or weighted. Applicants, however, should note that the program effectiveness criterion is given particular attention. Proposals that do not receive strong program effectiveness reviews are unlikely to be funded. Review panels are a combination of JFSP Office staff and external reviewers.

Task statement responsiveness

- Does the proposal strongly or only weakly address the intent of the task statement?

- Are significant elements of the proposal extraneous to the intent of the task statement?
- Will the proposed science delivery activities be useful to a broad cross-section of the fire, fuels, and resource management or research community?

Geographic region

- Does the proposal describe how the ecological, environmental, climatic, and cultural attributes that characterize the region shape how science delivery would occur?
- Are all relevant institutions within the region addressed commensurate with its spatial scale and geographic and political subdivisions?
- Does the proposal describe how overlaps and synergies with adjacent FSEN regions might be addressed?

Exchange partners

- Is there a clear description of the partner organizations and their science delivery capabilities?
- Are the science delivery skills and experience of the Principal Investigator(s) and Coordinator appropriate?
- Will the work be accomplished by a collaborative, multi-institution team?
- Does the proposal build on existing partnerships?
- Does the proposal describe how integration with other science producers and translators, in particular US Geological Survey and US Forest Service wildland fire research, development, and application activities?

End-user communities

- Are the intended end users clearly described?
- Were end users consulted to develop the proposal?
- Is end-user support of the proposal demonstrated?

Program effectiveness

- Are intended activities clearly described?
- Do the intended activities meet JFSP task statement objectives?
- Are workforce development activities included, such as partnering with agency training programs to incorporate wildland fire science?
- Are innovative approaches to science delivery planned and described in a manner sufficient to judge their feasibility?
- Does the proposal include a robust and feasible Logic Model with clear planned outputs and outcomes?
- Is a clear methodology articulated for evaluating program effectiveness?

Budget

- Is the requested budget reasonable and realistic for the scope and scale of the proposed work?
- Does the budget narrative provide sufficient explanation and justification for the requested budget?

3. Third Level Review—Program Review

The JFSP Office and Governing Board assess the internal and external peer review. The Board makes selection decisions based on the peer review and programmatic priorities.

4. Fourth Level Review—Pre-award Clearance and Approvals

Following the described preceding, three-level review process above, BLM also will complete a business evaluation and determination of responsibility. During these evaluations the Grants Management Officer will evaluate variables such as:

- a. Risk Management. The BLM uses a risk-based approach to evaluate the risk posed by the supporting applicants' projects before it awards Federal funds.
 - 1) BLM is required to review information available through OMB-designated eligibility and/or financial integrity databases, such as the Federal Awardee Performance and Integrity Information System (FAPIIS). The BLM considers factors such as:
 - (a) Financial stability;
 - (b) Quality of management systems;
 - (c) History of performance managing Federal awards, timeliness of compliance with reporting requirements, conformance to the terms and conditions of previous Federal awards, etc.;
 - (d) Reports and findings from audits performed; and
 - (e) The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.
 - 2) Budget review is based on the following:
 - (a) Budget line items must be allowable, allocable, reasonable in price, and appropriate for the level of effort needed to accomplish the project
 - (b) Budget details and narrative must provide adequate explanation of, and justification for, each estimated cost
 - (c) Requested equipment must be justified and necessary for completion of the project
 - (d) Cost Sharing/Matching funds must not come from Federal funds
- b. If the results of all pre-award reviews and clearances are satisfactory, an award of funding will be made once the agreement is finalized. If the BLM determines that a Federal award will be made, special conditions that correspond to the degree of risk assessed may be applied to the Federal award.

- c. If the results of pre-award reviews and clearances are unsatisfactory, consideration of funding for the project may be withdrawn.

4. Application Selection Process

- a. Applications eligible for merit review will be evaluated by a peer review panel assembled to review, rate, and recommend applications to the JFSP Governing Board for final selection using the above evaluation criteria.
- b. Reviews are treated as confidential documents. Once award decisions are made, applicants will be able to see reviews through the JFSP proposal database.

F. FEDERAL AWARD ADMINISTRATION INFORMATION

1. Federal Award Notices

- a. Any award made from this announcement will be based on the application submitted to, and as approved by, the Department of the Interior, Bureau of Land Management, and will be regulated by OMB's Uniform Guidance, [2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#).
- b. Award cannot be finalized, until awardee finalizes their enrollment in the Department of the Treasury, Automated Standard Application for Payment (ASAP) System. See following website: <http://www.fms.treas.gov/asap>. If your organization is not enrolled in ASAP contact the POC on the cover-sheet of this funding opportunity.
- c. Acceptance. Acceptance is defined as the start of work, drawing down of funds, or accepting the award via electronic means. Costs may not be incurred before the effective date listed on the award. Acceptance of a Federal Financial Assistance award from the Department of the Interior, Bureau of Land Management, carries with it the responsibility to be aware of, and comply with, the administrative and national policy requirements and terms and conditions of award.

2. Reporting

Periodic submission of Federal Financial reports (SF-425) and Performance/Progress reports will be required under this financial assistance agreement. Submission of financial and performance/progress reports may be required either quarterly, semi-annually, or annually.

3. Administrative and National Policy Requirements

- a. Office of Management and Budget Guidance for Grants and Agreements. By accepting additional Federal funding under the current Federal assistance, your organization agrees to abide by the applicable OMB Guidance for Grants and

Agreement in the expenditure of Federal funds and performance under this program. OMB guidance is available at the following web site:
<http://www.ecfr.gov/cgi-bin/text-idx?SID=954b81d94bf127c6de3c76a3c99d8d9f&tpl=/ecfrbrowse/Title02/2sub-titleA.tpl>

b. Administrative Requirements.

- 1) [2 CFR Part 200](#) Subparts A through D - Uniform Administrative Requirements and Cost Principles.
- 2) [2 CFR Part 200 Subpart F - Audit Requirements](#). Non-Federal entities that expend \$750,000.00, or more, in federal awards in a single year shall have a single or program-specific audit conducted for that year in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) and revised OMB Circular A-133, available at:
http://www.whitehouse.gov/omb/circulars_default.
- 3) Indirect Facilities and Administration (F&A) Costs.
 - (a) [2 CFR Part 200.414](#) - Indirect (F&A) Costs
 - (b) 2 CFR, [Appendix III to Part 200 - Indirect \(F&A\) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education \(IHEs\)](#)
 - (c) [Appendix IV to Part 200 - Indirect \(F&A\) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations](#)
 - (d) [Appendix V to Part 200 - State/Local Government-wide Central Service Cost Allocation Plans](#)
 - (1) The provisions of 2 CFR 200.414(c) require Federal agencies to accept federally negotiated indirect cost rates. The BLM has applied the following policies, procedures and general decision-making criteria for deviations from negotiated Indirect Cost Rates for financial assistance programs and agreements.
 - (2) Distribution Basis. For all deviations to the Federal negotiated indirect cost rate, including statutory, regulatory, programmatic, and voluntary, the basis of direct costs against which the indirect cost rate is applied must be:
 - (i) The same base identified in the recipient's negotiated indirect cost rate agreement, if the recipient has a federally negotiated indirect cost rate agreement; or
 - (ii) The Modified Total Direct Cost (MTDC) base in cases where the recipient does not have a federally negotiated

indirect cost rate agreement or, with prior approval of the Awarding Agency, when the recipient's federally negotiated indirect cost rate agreement base is only a subset of the MTDC (such as salaries and wages) and the use of the MTDC still results in an overall reduction in the total indirect cost recovered. MTDC is the base defined by 2 CFR 200.68, "Modified Total Direct Cost (MTDC)."

- (iii) In cases where the recipient does not have a federally negotiated indirect cost rate agreement, under no circumstances will the Department use a modified rate based upon Total Direct Cost or other base not identified in the federally negotiated indirect cost rate agreement or defined within 2 CFR 200.68. The purpose of this restriction is to ensure that the reduced rate is applied against a base that does not include any potentially distorting items (such as pass-through funds, subcontracts in excess of \$25,000, and participant support costs) and is based on the requirements outlined in 2 CFR 200.68; 2 CFR 200.414(f); 2 CFR 200 Appendix III, Section C.2.; 2 CFR 200 Appendix IV, Section B.3.f.; and Appendix VII, Section C.2.c.

- (3) Indirect Cost Rate Reductions Used as Cost-Share. Instances where the recipient elects to use a rate lower than the federally negotiated indirect cost rate, and uses the balance of the unrecovered indirect costs to meet a cost-share or matching requirement required by the program and/or statute, are not considered a deviation from 2 CFR 200.414(c) as the federally negotiated indirect cost rate is being applied under the agreement in order to meet the terms and conditions of the award.

- c. Program Legislation and/or Regulations.

4. Standard Award Terms and Conditions

- a. Code of Federal Regulations/Regulatory Requirements, as applicable (contact your program officer with any questions regarding the applicability of the following):
 - 1) [2 CFR Part 25](#), *Universal Identifier and System of Award Management*
 - 2) [2 CFR Part 170](#), *Reporting Subawards and Executive Compensation*
 - 3) [2 CFR Part 175](#), *Award Term for Trafficking in Persons*
 - 4) [2 CFR Part 180](#) & [2 CFR Part 1400](#), *Government-wide Debarment and Suspension (Non-procurement)*

- 4) [2 CFR Part 182](#) & [2 CFR Part 1401](#), *Requirements for Drug-Free Workplace (Financial Assistance)*
- 5) [43 CFR 18](#), *New Restrictions on Lobbying*: Submission of an application also represents the applicant's certification of the statements in [43 CFR Part 18, Appendix A](#), *Certification Regarding Lobbying*.
- 6) [41 USC §4712](#), *Pilot Program for Enhancement of Recipient and Sub-recipient Employee Whistleblower Protection*: This requirement applies to all awards issued after July 1, 2013 and shall be in effect until January 1, 2017.
- 7) [41 USC §6306](#), *Prohibition on Members of Congress Making Contracts with Federal Government*: No member of or delegate to the United States Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit.
- 8) [Executive Order 13513](#), *Federal Leadership on Reducing Text Messaging while Driving*: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order.
- 9) [Executive Order 13043](#), *Increase Seat Belt Use in the United States*: Recipients of grants/cooperative agreements and/or sub-awards are encouraged to adopt and enforce on-the-job seat belt use policies and programs for their employees when operating company-owned, rented, or personally owned vehicles. These measures include, but are not limited to, conducting education, awareness, and other appropriate programs for their employees about the importance of wearing seat belts and the consequences of not wearing them.
- 10) [Executive Order 13658](#), *Minimum Wage for Contractors*, seeks to increase the efficiency and cost savings in the work performed by parties who contract with the Federal Government by increasing the hourly minimum wage paid by those contractors and any subcontractors. (see 79 CFR 9851).
- 11) Scientific integrity is vital to Department of the Interior (DOI) activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage DOI's reputation and ability to uphold the public's trust. All work performed must comply with the DOI Scientific Integrity Policy posted to <http://www.doi.gov>, or its equivalent as provided by their organization or State law. For more information go to URL: <https://www.doi.gov/scientificintegrity>.
- 12) **Prohibition on Issuing Financial Assistance Awards to Entities that Require Certain Internal Confidentiality Agreements**

Section 743 of Division E, Title VII of the Consolidated and Further Continuing Resolution Appropriations Act of 2015 (Pub. L. 113-235) prohibits the use of funds appropriated or otherwise made available under that or any other Act for grants or cooperative agreements to an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must not require their employees or contractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must notify their employees or contractors that existing internal confidentiality agreements covered by this condition are no longer in effect

- b. **Payment Mechanism.** Payment will be made by draw-down reimbursement through the Department of the Treasury, Automated Standard Application for Payment (ASAP) System. See following website: <http://www.fms.treas.gov/asap> Treasury Circular 1075 (31 CFR 205) requires that draw-downs to a recipient organization shall be limited to the minimum amounts needed and shall be timed to be in accordance with the actual, immediate cash requirements of the recipient organization in carrying out the purposes of the approved program or project. The timing and amount of cash advances shall be as close as is administratively feasible to the actual disbursements by the recipient organization for direct program or project costs and the proportionate share of any allowable indirect costs
- c. **Conflicts of Interest.** Applicants must notify the BLM in writing of any actual or potential conflict of interest that are known at the time of application or that may arise during the life of this awards, in the event an award is made. Conflicts of interest include any relationship or matter which might place the recipient, the recipient's employees, or the recipient's subrecipients in a position of conflict, real or apparent, between their responsibilities under the award and any other outside interest. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the recipient and/or recipient's employees and sub-recipients in the matter. Applicants must notify the BLM in writing in their application if any key project personnel, including subrecipient and contractor personnel, are known to be related to, married to, or have a close personal relationship with any Federal employee in or associated with the

program to which you are applying for funding or who otherwise may be involved in the review and selection of the applicant. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award.

5. Special Award Terms and Conditions:

- a. Liability, Insurance, and Indemnification. Recipients of awards arising from this announcement will be required to agree to the following:
 - 1) Liability. The BLM assumes no liability for any actions or activities conducted under this agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act, 28 USC 2671.
 - 2) Indemnification. The recipient hereby agrees if project identified as having a liability risk:
 - (a) To indemnify the federal government, Bureau of Land Management (BLM), from any act or omission of the recipient, its officers, employees, or (members, participants, agents, representatives, as appropriate) (1) against third party claims for damages arising from one or more activities carried out in connection with this financial assistance agreement and (2) for damage or loss to government property resulting from such an activity, to the extent the laws of the State where the recipient is located permit. This obligation shall survive the termination of this agreement.
Note: If by statute full indemnification is not allowed, notify the awarding agency to request approval of any deviation of the language as soon as possible after notified selection for award.
 - (b) To provide workers' compensation protection to the recipient's officers, employees, and representatives.
 - (c) To cooperate with the BLM in the investigation and defense of any claims that may be filed with the BLM arising out of the activities of the recipient, its agents, and employees.

G. FEDERAL AWARDING AGENCY CONTACTS

For questions, contact one of the individuals listed on the front cover of this announcement.

H. OTHER INFORMATION

DEFINITIONS:

Agreements Contact: Person from institution receiving funds from JFSP that is responsible for facilitating the receipt of funds and the execution of any agreements necessary for a proposal if it is selected for funding. If a federal agency is requesting funds the Agreements contact must be from the federal cooperating agency.

Budget Contact: Budget contact must be from the institution receiving funds from JFSP. This person is responsible for ensuring the budget details are correct prior to proposal being submitted and agrees to receive funds and facilitate the transfer of funds, if necessary. If a federal agency is requesting funds the Budget contact must be from the federal cooperating agency.

Collaborator/Contributor: An individual that advises investigators, but is not involved at a level expected of a Co-Principal Investigator. For example, a collaborator may make recommendations on how best to involve fire and fuels managers in a project or consult regarding the statistical design of a study. Individuals that serve as an author or co-author of a manuscript for a scientific journal are normally a Co-Principal Investigator.

Co-Principal Investigator (Co-PI): The individual(s) identified in a proposal who will work with the research lead on the project and makes a substantial contribution to the project. Co-PIs are responsible for communicating and coordinating with the PI.

Funding Cooperator: The funding cooperator receives funds from JFSP and is responsible for distributing funds to other cooperators. A funding cooperator is only required if the PI is non-federal and a federal institution is requesting funding, if the work is being completed through a private business, or includes international funding. The funding cooperator is responsible for coordinating with the PI, the Agreements contact, and the Budget contact on administrative activities for this project and must concur with the proposed budget. The funding cooperator is one of the primary contacts for the project and should stay informed and involved in project activities. If a federal agency is requesting funds the funding cooperator must be from the federal cooperating agency.

Funding Opportunity Announcement (FOA): The official label for the Joint Fire Science Program method of requesting project proposals. The FOA includes task statements for which proposals are sought, instructions for proposal submission, and related information.

Indirect Costs: Those costs used to pay for overhead/administrative costs attributable to a specific research project. Examples include the costs of operations and maintenance such as janitorial, phone, and clerical services. The Joint Fire Science Program recognizes two types of indirect costs: 1) “in-house” costs incurred by the agency, institution, or unit requesting funds; and 2) pass-through costs that are charged only by the PI institution or funding cooperator institution for administrative costs associated with managing sub-agreements.

Joint Fire Science Program Governing Board: An appointed 12-person Board representing the JFSP partnering agencies. The Board provides strategic direction and oversight to JFSP, identifies important research questions, and, in coordination with the Program Office, selects proposals for funding.

Principal Investigator (PI): The individual identified in a proposal who is the research lead for the project. This individual is responsible for coordinating all research related activities and will be the primary science contact for the project. In addition, the PI is responsible for communicating and coordinating with Co-PIs and others on the research team. The PI is responsible to JFSP for completion of the project as determined by

submission of all required deliverables.

Science Delivery and Knowledge Exchange: The exchange of information, materials, models and other research deliverables to end users, along with adequate information and training to apply the deliverables. Examples of active methods include workshops, training sessions, guided field tours, conferences, meetings, and symposia. Examples of passive methods include published papers and websites. A combination of active and passive methods is preferred. Collaboration with the JFSP Fire Exchange Network is recommended https://www.firescience.gov/JFSP_exchanges.cfm.

Student Investigator (relevant to the GRIN announcement only): A current student with an approved dissertation or thesis plan responsible for leading and delivering the research proposed in a GRIN proposal.

Task Statement: A specific area of interest identified in the FOA, for which project applications are sought.

END
FUNDING OPPORTUNITY ANNOUNCEMENT