



**U.S. Department of the Interior
OFFICE OF INSULAR AFFAIRS**

**ENERGIZING INSULAR COMMUNITIES PROGRAM (EIC)
Catalog of Federal Domestic Assistance (CFDA) Number: 15.875**

FISCAL YEAR 2020 APPLICATION INSTRUCTIONS

I. Program Description

The Office of Insular Affairs (OIA) is requesting proposals for its Energizing Insular Communities (EIC) Program which provides grant funding for energy projects and strategies that reduce the cost of electricity to residents and businesses in U.S. territories. This program is intended to support the Department of the Interior's priority to ensure energy and economic security for America. All proposals must be directly tied to the territory's updated strategic energy plan, energy action plan, or integrated resource plan. Technical assistance is available through an interagency agreement with the U.S. Department of Energy to support these efforts and applicants should indicate interest in such assistance in their application. The Office of Insular Affairs will use the following criteria in evaluating proposals:

- whether the proposal is identified and supported in the territory's strategic energy plan, energy action plan, or integrated resource plan;
- the projected energy cost savings to end users;

Multiple project proposals may be submitted. Satisfactory Energizing Insular Communities funding proposals will:

- provide a title, detailed narrative description, and budget for each proposed project;
- provide a complete timeline that demonstrates the project can be accomplished within 24 months;
- describe each proposed project's connection to existing territory energy plans, and to the extent practicable, electricity costs; and
- include the applicable SF-424 grant application forms.

EIC grant funds are not intended to supplant local funding for routine operating expenses of an insular government or organization. EIC grant funds are not intended to fund the salaries of local, existing employees though they may be utilized to provide temporary, short-term expertise

from contractors or consultants to help carry out the project if approved in the proposed budget.

Eligible technologies for energy supply and energy efficiency projects should incorporate commercially available technology. This may include energy from fossil (for example, natural gas), solar, wind, geothermal, geothermal heat pumps, waste to energy, and biogas as well as energy storage, transportation and grid feasibility studies are also eligible.

Examples of projects that were awarded in previous years include: distributed solar, utility-scale solar, integrated resource planning, wind turbines, energy efficiency improvements (lighting, air conditioning, cool rooftop, etc.), net metering policies, debit meters, backup battery systems, microgrids, grid stability, and integration studies.

Project proposals for **grid studies or power generation, thermal, and energy storage systems** should include the following items to the extent applicable:

1. Estimated size of the proposed system including DC power and AC energy delivery of the system as appropriate. For wind and solar projects, the estimated energy delivery shall be based on average weather data for the proposed project site.
2. Estimated total price for proposed system. Show a breakout of the cost assumptions made for the major components.
3. Size of the energy load to be served.
4. Estimated energy cost savings (show calculations)
5. Location of proposed system and its square footage.
6. Insurance covering system damage and third-party liability.
7. Designed and constructed to withstand extreme, but reasonably likely weather events such as typhoons/hurricanes.
8. Address whether the project improves the territory's disaster resilience
9. Demonstrate that the chosen technology is commercially proven (tested and demonstrated, carries a warranty, has service and parts readily available), is ready for immediate deployment, and has financing available from private sector organizations.
10. Coordinate with utility to ensure that the proposed project satisfies all utility criteria for interconnection to the utility electric transmission or distribution system. This includes coordinating all negotiations, meeting with utility, design reviews, and participating in any needed interaction between utility and the proposed project.
11. Annual system operations and maintenance (O&M) cost. (Note: annual O&M costs over the life of the project are not allowable costs under the grant award and must be covered by the grantee).
12. Quantification of non-energy benefits, such as reduction in water consumption, avoided infrastructure improvements, jobs created, etc.
13. A description of the territory's procurement rules and regulations applicable to the proposed project.

Project proposals for **energy efficiency and conservation** should incorporate the following items to the extent applicable:

1. Project location(s) and total price of project(s) with a breakout of costs and assumptions made for major system components.
2. Projected annual and lifetime energy savings (for both electrical and thermal energy as appropriate) as demonstrated by proposed energy consumption of the project as compared to an energy baseline taken from energy bill data. Anticipated annual energy savings must be at least 15% for the project to be considered. Supporting calculations should be provided.
3. Description of project scope including, for buildings: the number of buildings, square footage, and systems (HVAC, lighting, mechanical, building envelope, plug loads, water heating, etc.).
4. Energy conservation measures with a favorable payback period identified through an energy audit. Identify the level of audit already performed or to be performed: ASHRAE Level 1: walkthrough assessment, Level 2: energy survey and analysis, or Level 3: detailed analysis/modeling.
5. Replacement of high energy consuming equipment/devices/processes/controls that are inefficient in their use (e.g. under or oversized, in the wrong application), are outdated/obsolete, or in poor operating condition with highly efficient (e.g. Energy Star certified) equipment/devices/processes/controls that are commercially available, able to be installed within 24 months, with proven success in similar applications, warranted, with readily available service and parts, and available training/support to ensure successful operation & maintenance.
6. Quantification of impacts on the electricity grid, such as the extent of peak load reduction or system congestion relief.
7. An adequate level of energy metering/sub-metering to measure and verify ongoing project performance and energy savings.
8. A proposed commissioning, operations and maintenance plan, which describes the commissioning process, sequence of operations, equipment run times and schedules, energy metering, proposed set points, and other requirements to ensure energy efficient operations.

Note that not all energy efficiency or conservation projects are expected to meet all of the criteria above. An auditing project proposal won't be expected to quantify energy savings, for example.

II. Eligible Applicants

Eligible applicants are local government entities, independent public authorities, and educational institutions located in the U.S. territories of Guam, American Samoa, U.S. Virgin Islands, and the Commonwealth of the Northern Mariana Islands.

III. Award Information

A. Review and Selection Process

The review committee will review and evaluate all eligible applications. The review committee will provide recommendations to the Assistant Secretary - Insular and International Affairs for final project selection. The Assistant Secretary will select the successful proposals.

All applications for funding will be considered using the criteria outlined below. In order to comply with the new financial assistance regulations, 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," past performance information will be recognized during the selection process.

B. Review Criteria

Initial Review Criteria: Prior to a comprehensive merit evaluation, OIA will perform an initial review to determine that (1) the applicant is eligible for an award; (2) the information required by the announcement has been submitted; (3) all mandatory requirements are satisfied; and (4) the proposed project is responsive to the objectives of the funding opportunity announcement. If an application fails to meet these requirements, it may be deemed non-responsive and eliminated from full Merit Review.

Merit Review Criteria: The following factors will be used in the comprehensive valuation of applications. The sub-criteria under each criterion are of equal weight.

Criterion 1: Goals and Objectives

Weight: 20%

Applies to all applications.

- Whether or not the proposed project is identified and supported in the territory's Strategic Energy Plan and/or Energy Action Plan.
- Clarity and completeness of the discussion of the project goals and objectives.
- Extent to which the proposed project provides economic, environmental, cultural, or social benefits to the territory.
- Potential for future replicability or expansion beyond the currently proposed project.
- Soundness of the discussion that justifies the need for OIA funding.
- Clarity and completeness of the discussion of how the project will be financially sustained after OIA funding.

Criterion 2: Project Description and Implementation Plan

Weight: 35%

Only the criteria under one of the topic areas will be applied, subject to the focus of the application: 1) feasibility study; 2) development (pre-construction) of renewable energy projects; and 3) deployment (construction) of renewable energy projects.

Topic Area 1: Grid Studies or Power Generation, Thermal and Energy Storage Systems

Applies only to related proposed projects.

- Clarity and completeness of the discussion of the proposed project.

- Estimated size of the proposed system including DC power and AC energy delivery of the system as appropriate. For wind and solar projects, the estimated energy delivery shall be based on average weather data for the proposed project site.
- Estimated total price for proposed system. Show a breakout of the cost assumptions made for the major components.
- Size of the energy load to be served
- Estimated energy cost savings (show calculations)
- Location of proposed system and its square footage
- Insurance covering system damage and third-party liability
- Designed and constructed to withstand extreme but reasonably likely weather events such as typhoons/hurricanes.
- Address whether the project improves the territory's disaster resilience
- Demonstrate that the chosen technology is commercially proven (tested and demonstrated, carries a warranty, has service and parts readily available), is ready for immediate deployment, and has financing available from private sector organizations.
- Coordinate with utility to ensure that the proposed project satisfies all utility criteria for interconnection to the utility electric transmission or distribution system. This includes coordinating all negotiations, meeting with utility, design reviews, and participating in any needed interaction between utility and the proposed project.
- Annual system operations and maintenance (O&M) cost. (Note: annual O&M costs over the life of the project are not allowable costs under the grant award and must be covered by the grantee)
- Quantification of non-energy benefits, such as reduction in water consumption, avoided infrastructure improvements, jobs created, etc.
- A description of the territory's procurement rules and regulations applicable to the proposed project

Topic Area 2: Energy Efficiency and Conservation

Applies only to related proposed projects:

- Project location(s) and total price of project(s) with a breakout of costs and assumptions made for major system components.
- Projected annual and lifetime energy savings (for both electrical and thermal energy as appropriate) as demonstrated by proposed energy consumption of the project as compared to an energy baseline taken from energy bill data. Anticipated annual energy savings must be at least 15% for the project to be considered. Supporting calculations should be provided.
- Description of project scope including, for buildings: the number of buildings, square footage, and systems (HVAC, lighting, mechanical, building envelope, plug loads, water heating, etc.).
- Energy conservation measures with a favorable payback period identified through an energy audit. Identify the level of audit already performed or to be performed: ASHRAE Level 1: walkthrough assessment, Level 2: energy survey and analysis, or Level 3: detailed analysis/modeling.
- Replacement of high energy consuming equipment/devices/processes/controls that are

inefficient in their use (e.g. under or oversized, in the wrong application), are outdated/obsolete, or in poor operating condition with highly efficient (e.g. Energy Star certified) equipment/devices/processes/controls that are commercially available, able to be installed within 24 months, with proven success in similar applications, warranted, with readily available service and parts, and available training/support to ensure successful operation & maintenance.

- Quantification of impacts on the electricity grid, such as the extent of peak load reduction or system congestion relief.
- An adequate level of energy metering/sub-metering to measure and verify ongoing project performance and energy savings.
- A proposed commissioning, operation and maintenance plan, which describes the commissioning process, sequence of operations, equipment run times and schedules, energy metering, proposed set points, and other requirements to ensure energy efficient operations.

Criterion 3: Environmental Considerations

Weight: 10%

Applies to all applications.

- Clarity and completeness of the discussion of the environmental benefits and impacts of the proposed project.
- Clarity of the discussion of environmental analyses conducted and quality of the environmental analyses provided.
- Thoroughness of the discussion of Federal, State, or local permitting, National Environmental Policy Act (NEPA), National Historic Preservation Act (NHPA), or other approvals as required for the proposed project.
- Likelihood of obtaining the required permits, approvals, and NEPA decisions in a timely manner.
- For applications proposing under Topic Area 3 (Deployment of Renewable Energy Power Projects), the soundness of the plan to dispose of any sanitary or hazardous waste (e.g., construction and demolition debris, old light bulbs, lead ballasts, piping, roofing material, discarded equipment, debris, and asbestos) generated as a result of the proposed project.

Criterion 4: Roles, Responsibilities, Resources, and Capabilities

Weight: 10%

Applies to all applications.

- Soundness of the project management concept with respect to proposed tasks and organizational structure to achieve project objectives.
- Capabilities of the applicant and participants to comprehensively address all aspects of the proposed project or reasonableness of the plan to obtain qualified suppliers, subcontractors, or consultants.
- Level of commitment of the applicant and each participating organization as evidenced by level of involvement, contributions, and cost sharing (if any) identified in declarations and letters of commitment.
- Quality of the description of land and for deployment projects only evidence of a commitment of the use of that land.

- Reasonableness of the business agreements between each of the parties to implement the project, if any.
- Soundness of the project co-financing and evidence of the capability of the applicant and participating organizations to meet cost sharing requirements (if any) of the proposed project.

Criterion 5: Project Activities and Schedule

Weight: 15%

Applies to all applications.

- Clarity of the project objectives.
- Adequacy of the approach to implement the project.
- Clarity and completeness of the description of each activity necessary to complete the project and reasonableness of the milestones.
- Likelihood of achieving project objectives through realistic milestones and logical task structure.

Criterion 6: Project Support

Weight: 10%

Applies to all applications.

- Level of support from stakeholders, the public, Congress, and local government, as evidenced by letters of support, historical support by Congress/the Administration, or signature on grant documents by the Governor of the insular area.

The Assistant Secretary and/or designated official will consider the merit review, as well as the amount of funds available and geographic distribution of funding when making recommendations for funding.

C. Discussions and Award

The Government may enter into discussions with a selected applicant for any reason deemed necessary, including, but not limited to: (1) only a portion of the application is selected for award; (2) OIA needs additional information to determine that the recipient is capable of complying with the requirements of DOI Financial Assistance Regulations and/or (3) special terms and conditions are required. Failure to resolve satisfactorily the issues identified by OIA will preclude award to the applicant.

IV. Application Information

EIC applications must be submitted via Grants.Gov (www.grants.gov). Please note that an applicant must first be registered with Grants.Gov to use the system and must have a Data Universal Numbers System (DUNS) number as well as an active Central Contractor Registration (CCR).

Submission Deadline: Applications will be accepted via Grants.gov until June 15, 2020. Applications received later than June 15th may not receive consideration.

Review Timeframe: OIA will act on applications in as timely a manner as possible. Generally, OIA reviews and awards take place during the summer.

Decisions: OIA anticipates that grant recipients and projects will be selected in the summer of 2020. Applicants will be notified of the final determination on their applications, generally via email, once a decision is reached.

Application Preparation: Applications should be prepared and submitted by the entity who would receive the grant award. Applications submitted and prepared by a third party, such as an existing contractor or a potential contractor who may benefit from the grant, are not considered allowable. Please note that grant recipients must follow the applicable procurement procedures contained in 2 CFR 200 when procuring services and goods under OIA grants. In addition, please note that OIA is responsible for ensuring that all Federally-funded projects are in compliance with the National Environmental Policy Act and other applicable environmental laws and regulations. **Therefore, please factor the cost of compliance into the formulation of your request.**

Application Format: OIA does not require a standard format; however, your proposal should include all the following elements in order to receive full consideration:

- A. Signed and Dated Cover Letter:** The cover letter should briefly summarize the application and be signed by an Authorized Representative of the applicant organization. Cover letters should be addressed to the Assistant Secretary for Insular and International Affairs:

The Honorable Douglas W. Domenech
Assistant Secretary
Insular and International Affairs
U.S. Department of the Interior
1849 C Street NW
Mail Stop 3117
Washington, D.C. 20240

B. Project Narrative:

- 1. Detailed Project Description(s):** Provide a clear description of what is to be constructed or acquired. Provide as much detail as possible.
- 2. Detailed Project Budget(s):** Provide detailed budget information for the proposed project(s) and activities. A budget breakout chart, by category, is suggested. Please make sure to explain categories that are not self-explanatory, such as “OTHER”, in full. **Also provide a description of external contracts that will be required to complete the project.** State the basis for the budget cost estimates, whether it is based on research by government technical staff, a recently completed similar project, information provided by quotes or an outside source, etc. If charging indirect costs, please include or attach a copy of the negotiated indirect cost rate document. Please note that all activities and costs to be charged to the grant must be in full compliance with the applicable cost principle found

in OMB Uniform Guidance for Federal Awards (2 CFR 200).

3. **Detailed Project Timeline(s):** Provide a detailed project timeline for completion of each proposed project.
4. **Statement of Need:** Describe why this project is necessary and include supporting information. Summarize previous or ongoing efforts (of your organization as well as outside organizations) relevant to the proposed work.
5. **Project Goals and Objectives:** State the long-term goals of what you want to achieve. Objectives are the specific steps you will take to reach your stated goals. State your objectives, which must be specific, measurable, and realistic (attainable within the project's period of performance).
6. **Environmental Permitting:** Describe what will be required to comply with the National Environmental Policy Act and how long it will take to acquire the necessary permits
7. **Priority Listing for Multiple Projects:** If multiple projects are being proposed, please provide a listing of the proposed projects in order of priority. An example is provided below:

SUMMARY PRIORITY PROJECTS

<u>Priority Project (list in priority order)</u>	<u>Requested Amount</u>
1. <i>Priority 1 - Project [Name]</i>	\$
2. <i>Priority 2 - Project [Name]</i>	\$
3. <i>Priority 3 - Project [Name]</i>	\$
<i>Total Request for Fiscal Year 2020</i>	\$

8. **Grant Recipient:** Please provide the name, title, and address of person to who the grant award, if made, should be addressed. This is normally, the head of the local government or organization.
9. **Recipient Grant Manager:** Please provide the name, title, and contact information for the person who will be the day-to-day grant manager if the proposal is funded. Contact information should include the mailing address, phone number, fax number and email address (as applicable).
10. **First Time Applicants:** Please ensure that the following questions are answered on your application if you are a first-time applicant for OIA grant funding:
 - a. Does your organization have independent financial capabilities that can comply

with the financial management and accounting requirements detailed in 2 CFR 200 (see below)?

- b. Does your organization have a financial unit? If so, please describe the staffing and structure (such as the number of CPAs, utilization of accounting software etc.)
- c. Has your organization received and managed federal grant funding before?
- d. Does your organization undergo an annual financial audit?
- e. Has your organization ever completed a single audit?
- f. Is your organization a 501(c)(3) nonprofit? If so, please submit supporting documentation of your 501(c)(3) status.

All applicants, but especially first-time applicants, are strongly encouraged to review Code of Federal Regulations Title 2, Part 200 (2 CFR 200) in order to familiarize themselves with the Department of the Interior's administrative requirements, particularly the financial management requirements, associated with managing federal grant funding. 2 CFR 200 can be viewed using the following link:

http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

11. Automated Standard Application for Payments (ASAP) Identification Number:

Organizations already enrolled in ASAP under Agency Location Code 14010001 should list their ASAP identification number on their application. Please see *Section VI. Fund Disbursement* below for additional information.

12. Registration Process Requirements: There are several actions you must complete in order to submit an application with the Federal Government. Each applicant must register with the System for Award Management (SAM). You are required to have a DUNS number (Dun and Bradstreet Data Universal Numbering System) in order to register with SAM. Utilize the following links to guide you through this process:

Registration process for DUNS can be found at: <http://fedgov.dnb.com/webform>

Registration process for SAM can be found at <https://www.sam.gov>

Please note that this process can take several weeks.

C. Required SF-424 Application for Federal Assistance Forms

Applicants must complete and submit the appropriate SF-424 forms when applying for OIA grants. In addition to the core SF-424 Application for Federal Assistance form, applicants must complete two additional forms; either the SF-424A Budget Information – Non Construction Programs or the SF-424C Budget Information – Construction Program, as appropriate to the proposed project(s), as well as the SF-424B Assurances – Non-Construction Programs or the SF-424D Assurances – Construction Programs, as appropriate to the proposed project(s).

In total, three SF-424 forms must be submitted as part of the application. The forms can be found on the Grants.Gov website at the following link:

<https://www.grants.gov/web/grants/forms/sf-424-family.html>

D. Application Restrictions

Applications should not include requests to fund force accounts:

Force Accounts: A force account refers to a grantee's own (existing) personnel being charged to the grant. In general, OIA is opposed to funding force accounts with its grants, however, outside expertise and consultant services will be considered if detailed in the project narrative and budget.

E. Application Package Checklist

A complete application package must include:

- Core SF-424 Application for Federal Assistance form
- SF-424A Budget Information – Non-Construction Programs (Or SF-424C)
- SF-424B Assurances – Non-Construction Programs (Or SF-424D)
- Signed and Dated Cover Letter
- Complete Project Narrative (detailed project description, detailed budget, detailed timeline, statement of need, project goals and objectives, priority listing (if applicable), grant recipient, grant manager, first time applicant responses & ASAP Identification.
- Negotiated indirect cost rate document (if applicable)
- Letter(s) of Support (if applicable)

V. Award Administration Information

A. Award Instrument Information

- Projects will be funded, subject to availability of funds, by issuance of a grant agreement.
- Agreements will include a cover letter signed by an Office of Insular Affairs Official and a grant award document issued by the grant manager.
- The recipient shall obtain prior approval for any budget or program revisions.

B. Funding Restrictions

- All funding is contingent upon the availability and appropriation of funds by the United States Congress.
- Costs must be allowable in accordance with the applicable Federal cost principles referenced in 2 CFR 200, Subpart E – Cost Principles.

C. Submission from Successful Applicants

- If selected for possible award, the Office of Insular Affairs reserves the right the request additional or clarifying information for any reason deemed necessary.

D. Award Notices

- After an applicant's proposal is selected for award, the applicant will receive a letter from the Office of Insular Affairs. This letter will detail the next steps in the awarding process.
- OIA anticipates that the grant recipients and projects will be chosen during summer 2020.

E. Administration and National Policy Requirements

- Code of Federal Regulations – By accepting financial assistance, your organization agrees to abide by the applicable Federal regulations in the expenditure of Federal funds and performance under this program: 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

VI. Grant Reporting

The standard grant reporting requirements are listed below:

- A SF-425 Federal Financial Report and a narrative project status report will be due semi-annually for the periods beginning January 1 and ending June 30 and beginning July 1 and ending December 31.
- Reports are due within 30 days of the end of the period. Final reports are due 90 days after the expiration or termination of the award.

These standard reporting requirements will apply to all awards unless otherwise indicated in the Terms and Conditions section of the award. Additional requirements are assigned on a case-by-case basis and may also be found in the Terms and Conditions section of the award.

VII. Fund Disbursement

Grant recipients located in the U.S. Territories or in the United States will be required to enroll with, and utilize, the U.S. Treasury's Automated Standard Application for Payments (ASAP) system to request payments under a grant. All payments are made via Electronic Funds Transfer (EFT) or Automatic Clearing House (ACH).

Please note that a grantee must be enrolled in ASAP under Agency Location Code 14010001 to have access to OIA grant funds. A grantee may already be enrolled in ASAP for another grant program, such as through the U.S. Fish and Wildlife Service, but if the grantee is not specifically enrolled under ALC 14010001 it will not have access to the OIA grant.

Organizations already enrolled in ASAP under ALC 14010001 should list their ASAP ID on their applications as noted above in *Section IV(B)(9)*.

The ASAP enrollment forms can be found on the OIA website:

VIII. Audits

In accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements, non-Federal entities that expend financial assistance of \$750,000 or more in Federal awards will have a single or a program-specific audit conducted for that year. Non-Federal entities that expend less than \$750,000 a year in Federal awards are exempt from Federal audit requirements for that year, except as noted in 2 CFR 200.503. In addition, grantees are subject to site visits and audits by the Department of Interior (DOI) and other Federal officials.

IX. Other Information

A. Modification or Changes to the Announcement

Notices of any modifications to this announcement will be posted on Grants.gov. When you download the application materials at Grants.gov, you can also register to receive notifications by email of any changes or modifications to this announcement.

B. Government Right to Reject or Negotiate

OIA reserves the right, without qualification, to reject any or all applications received in response to this announcement and to select any application, in whole or in part, as a basis for negotiation and/or award

C. Notice of Right to Conduct a Review of Financial Capability

OIA reserves the right to conduct an independent third-party review of financial capability for applicants that are selected for negotiation of award.

D. Notice of Potential Disclosure under Freedom of Information Act

Applicants should be advised that identifying information regarding all applicants, including applicant names and/or points of contact, may be subject to public disclosure under the Freedom of Information Act, whether or not such applicants are selected for negotiation of award.

E. Personally Identifiable Information

In responding to this Announcement, applicants must ensure that Protected Personally Identifiable Information (PII) is not included in the Application Package. These documents will be used by the Technical Assistance Grant Program Review Panel in the review process to evaluate each application. PII is defined by the Office of Management and Budget (OMB) as: Any information about an individual maintained by an agency, including but not limited to, education, financial transactions, medical history, and criminal or employment history and information that can be used to distinguish or trace an individual's identity, such as their name, social security number, date and place of birth, mother's maiden name, biometric records, etc., including any other personal information that is linked or linkable to an individual. This definition of PII can be further defined as: (1) Public PII and (2) Protected PII.

1. Public PII:

PII found in public sources such as telephone books, public websites, business cards,

university listing, etc. Public PII includes first and last name, address, work telephone number, email address, home telephone number, and general education credentials.

2. **Protected PII:**

PII that requires enhanced protection. This information includes data that if compromised could cause harm to an individual, such as identity theft.

F. Conflicts of Interest

1. Applicability.

- a. This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements
- b. In the procurement of supplies, equipment, construction, and services by recipients and by sub-recipients, the conflict of interest provisions in 2 CFR 200.318 apply.

2. Requirements.

- a. Non-Federal entities must avoid prohibited conflicts of interest, including any significant financial interests that could cause a reasonable person to question the recipient's ability to provide impartial, technically sound, and objective performance under or with respect to a Federal financial assistance agreement.
- b. In addition to any other prohibitions that may apply with respect to conflicts of interest, no key official of an actual or proposed recipient or sub-recipient, who is substantially involved in the proposal or project, may have been a former Federal employee who, within the last one (1) year, participated personally and substantially in the evaluation, award, or administration of an award with respect to that recipient or sub-recipient or in development of the requirement leading to the funding announcement.
- c. No actual or prospective recipient or sub-recipient may solicit, obtain, or use nonpublic information regarding the evaluation, award, or administration of an award to that recipient or sub-recipient or the development of a Federal financial assistance opportunity that may be of competitive interest to that recipient or sub-recipients.

3. Notification.

- a. Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or passthrough entity in accordance with 2 CFR 200.112, Conflicts of interest.
- b. Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub-recipients.

4. Restrictions on Lobbying. Non-Federal entities are strictly prohibited from using funds under this grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR Part 18 and 31 USC 1352.

5. Review Procedures. The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

6. Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the

Government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for Noncompliance, including suspension or debarment (see also 2 CFR Part 180).

G. Data Availability

1. **Applicability.** The Department of the Interior is committed to basing its decisions on the best available science and providing the American people with enough information to thoughtfully and substantively evaluate the data, methodology, and analysis used by the Department to inform its decisions.
2. **Use of Data.** The regulations at 2 CFR 200.315 apply to data produced under a Federal award, including the provision that the Federal Government has the right to obtain, reproduce, publish, or otherwise use the data produced under a Federal award as well as authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.
3. **Availability of Data.** The recipient shall make the data produced under this award and any subaward(s) available to the Government for public release, consistent with applicable law, to allow meaningful third-party evaluation and reproduction of the following:
 - a. The scientific data relied upon;
 - b. The analysis relied upon; and
 - c. The methodology, including models, used to gather and analyze data.

X. Agency Contacts

Jonathan Dunn
Director, Budget and Grants Management Division
Office of Insular Affairs
U.S. Department of the Interior
1849 C Street NW
Mail Stop 3117
Washington, DC 20240
(202) 219-0614
jonathan_dunn@ios.doi.gov

Krystina Alfano EIC Grant Manager
Office of Insular Affairs
U.S. Department of the Interior
1849 C Street NW
Mail Stop 3117
Washington, DC 20240
(202) 219-8536
krystina_alfano@ios.doi.gov

To learn more about OIA, please visit our website: www.doi.gov/oia

TECHNICAL RATING STANDARDS

The Merit Review Committee shall only evaluate an application by comparing submitted information against the evaluation criteria. For each application, a written narrative listing of the strengths and weaknesses must accompany the numerical point value assigned to each criterion. The committee shall only assign a whole-number consensus point value to each evaluation criterion, using the 0 to 10-point scale shown below.

For purposes of the technical evaluation, a minor strength is an aspect of an Application that, when compared to a stated evaluation criterion, gives some level of confidence that the applicant can perform the criterion. A significant strength leaves little or no doubt regarding the applicant's capability to perform the criterion. A minor weakness is an aspect of an Application that, when compared to a stated evaluation criterion, raises some doubt regarding the applicant's ability to satisfy the criterion, but it can be easily corrected. A significant weakness leaves substantial doubt regarding the applicant's ability to satisfy the criterion. Several minor strengths/weaknesses within a criterion may be considered equivalent to a significant strength/weakness.

Rating	Score	Scoring Definitions
Superior	10	All aspects of the criterion are comprehensively addressed. The application has one or more significant strengths, no notable weaknesses, and leaves no doubt regarding the applicant's capability to perform.
	9	All aspects of the criterion are comprehensively addressed. The application has one or more significant strengths and no more than a few weaknesses that are easily correctable, where the number and/or level of significance of the strengths far outweigh those aspects of the weaknesses. The application leaves no doubt regarding the applicant's capability to perform.
Good	8	All aspects of the criterion are adequately addressed. The application has one or more strengths and may have one or more weaknesses, and the number and/or level of significance of the strengths outweigh those aspects of the weaknesses. Scoring within the Good rating depends on the relative degree to which the strengths outweigh the weaknesses. The application demonstrates the applicant's capability to perform.
	7	
Satisfactory	6	Most aspects of the criterion are adequately addressed. The application has one or more strengths and may have one or more weaknesses. The number and/or level of significance of the strengths slightly outweigh those aspects of the weaknesses. Scoring within the Satisfactory rating depends on the relative degree to which the strengths outweigh the weaknesses. The application demonstrates a reasonable likelihood of the applicant's capability to perform.
	5	
Marginal	4	Some aspects of the criterion are not adequately addressed. The application may have one or more strengths and has one or more weaknesses, and the number and/or level of significance of the weaknesses outweigh those aspects of the strengths. Scoring within the Marginal rating depends on the relative degree to which the weaknesses outweigh the strengths. The application leaves doubt regarding the applicant's capability to perform.
	3	
Unsatisfactory	2	Most aspects of the criterion are not adequately addressed. The application may have strengths, but also has several weaknesses. The application fails to demonstrate the applicant's capability to perform.
	1	
Deficient	0	The application is non-responsive with regard to the criterion or does not address the criterion at all.

Project Title:

Score (out of 100):	
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Applicant:

Topic:

Sub-topic:

		# of Strengths		# of Weaknesses		Rating	Criterion Title
Criterion	Weight	Significant	Minor	Significant	Minor	(0-10)	
1	0.2						Goals and Objectives
2	0.35						Project Description and Implementation Plan
3	0.1						Environmental Considerations
4	0.1						Roles, Responsibilities, Resources, and Capabilities
5	0.15						Project Activities and Schedule
6	0.1						Project Support
Renewable Energy Generated/Saved:							
General Comments (brief):							

[illegible]