



**UNITED STATES  
DEPARTMENT OF THE  
INTERIOR**



**NATIONAL PARK SERVICE  
2009 RECOVERY ACT PROGRAM**

**HISTORICALLY BLACK COLLEGES AND UNIVERSITIES**

In accordance with the American Recovery and Reinvestment Act of 2009 (Stimulus Bill), Historic Preservation Funds have been allocated to the National Park Service (NPS) to award preservation grants to Historically Black Colleges and Universities (HBCUs) for the preservation/rehabilitation and restoration of historic structures on their campuses. The Economic Recovery grants will not require a non-Federal matching share.

Authority for project: National Historic Preservation Act, as amended, 16 U.S.C. 470(e) and (h), and the American Reinvestment and Recovery Act of 2009 (ARRA) (P.L. 111-05)

**PROJECT ANNOUNCEMENT No. NPS-ARRA-HBCU0901**

**Program office website:**

**<http://www.nps.gov/history/hps/hpg/hbcu/index.htm>**

**CFDA No. 15.932**

**CFDA Name: RECOVERY ACT: HISTORICALLY BLACK COLLEGS  
AND UNIVERSITIES, HISTORIC PRESERVATION FUND,  
NATIONAL PARK SERVICE, DEPARTMENT OF THE  
INTERIOR**

**ISSUE DATE: May 6, 2009**

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**CLOSING DATE & TIME: June 3, 2009**

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**Contact Information:**

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## **PLEASE READ ENTIRE ANNOUNCEMENT**

### **SECTION I. FUNDING OPPORTUNITY DESCRIPTION**

In accordance with the American Recovery and Reinvestment Act of 2009, Historic Preservation Funds have been allocated to the National Park Service (NPS) to award preservation grants to Historically Black Colleges and Universities (HBCUs) for the preservation/rehabilitation and restoration of historic structures on their campuses.

The goal of this grant program is to make historic properties on the campuses of HBCUs safe and useable. Eligible activities include structural stabilization; masonry work abating environmental hazards; installing or replacing heating, ventilating, and cooling systems; replacing damaged electrical and plumbing systems; repairing leaky roofs; treating termite damage; and providing handicapped accessibility. All work must be performed in accordance with the Secretary of the Interior Standards for the Treatment of Historic Properties. Further information can be found in the National Park Service, Historic Preservation Fund Grants Manual at: <http://www.nps.gov/history/hps/HPG/HPF/June2007HPFManual.pdf>

With the exception of any limited new construction that may be needed to create access for the disabled to individual historic buildings and facilities, major reconstruction and new construction are not eligible grant funding; nor are projects proposing solely routine or cyclic maintenance, such as painting window sash (historic windows and other historic fabric should be repaired rather than replaced; and then only with specific written approval from the NPS).

Recipients may request renewal of existing projects or additional projects to meet program goals and objectives. Future renewals are contingent upon Congressional appropriations to the program.

All work must meet the “Secretary of the Interior’s Standards for the Treatment of Historic Properties” as interpreted by the NPS. Drawings and specifications must be submitted for review and written approval to the State Historic Preservation Office (SHPO) and to the NPS, Southeast Region, Cultural Resources, Chief, Historic Architecture Branch prior to beginning work. Projects that do not meet the “Secretary of the Interior’s Standards for the Treatment of Historic Properties” will result in the recapture of grant funds or cancellation of the grant award.

Accordingly, the grantee must grant a covenant to the State Historic Preservation Officer in the state where this property is located. The term of the covenant must run for at least 10 years from the end date of this Grant Agreement. A signed final copy of the covenant must be submitted to the National Park Service (NPS), Southeast Regional Office (SERO), Cultural Resources Division, Attention: Paul Hatchett: Chief, Historic Architecture Branch.

The recipient agrees that the NPS, its agents and its designees shall have the right to inspect the property at any reasonable time in order to ascertain whether the conditions of the Grant Award Agreement and the covenant are being observed.

If you are interested in having a historic building on your campus considered for a preservation grant the information in Section III, Application and Submission Information must be submitted no later than June 3, 2009 (this is not a postmark deadline, but a receipt deadline).

## **SECTION II. AWARD INFORMATION**

- A.** Expected Number of Awards: 20-50
- B.** Estimated Total Program Funding: approximately \$15,000,000
- C.** Award Range: \$100,000 - \$2,500,000; Average award anticipated: \$400,000
- D.** Assistance Instrument: Grant Agreement

A NPS selection panel will rate and rank the grant applications. Awards will be made according to the selection criteria provided in Section V, Application Review Information.

## **SECTION III. ELIGIBILITY INFORMATION**

### **A. Eligible Applicants:**

Eligible applicants are institutions of higher education, including public, private, State Colleges and Universities, which are Historically Black Colleges and Universities (HBCU) as defined under Executive Order 12232.

Grants are available for properties listed on the National Register of Historic Places.

All successful applicants must be able to obtain a Data Universal Numbering System (DUNS) prior to receiving Recovery Act funding. Confirm on the SF-424, the 9-digit DUNS number. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number ([www.dnb.com](http://www.dnb.com)) is one of the requirements for registration in the Central Contractor Registration which is required to receive payments and reimbursements.

### **B. Cost Sharing or Matching:**

There is no requirement for matching funding under the American Reinvestment and Recovery Act of 2009.

## **SECTION IV. APPLICATION AND SUBMISSION INFORMATION**

### **A. Address to Request Application Package:**

This announcement contains all information required to submit your application. If you need to request a paper copy, please submit your request in writing to: Linda Hall at 404-507-5779 or by email at [linda\\_hall@nps.gov](mailto:linda_hall@nps.gov) or Ali Miri at (404) 507-5785, and email at [ali\\_miri@nps.gov](mailto:ali_miri@nps.gov). Or you can visit our website at: <http://www.nps.gov/history/hps/hpg/HBCU/index.htm>

### **B. Content and Form of Application:**

In addition to the Proposal requirements described below, all proposals shall include the following documents in the order listed. Forms and instructions are available in the application package and description of application requirements which is posted at Grants.gov and the above NPS website. All forms are available at: [http://www.grants.gov/agencies/aforms\\_repository\\_information.jsp](http://www.grants.gov/agencies/aforms_repository_information.jsp)

1. Standard Form 424 (SF-424), Application for Federal Assistance. The person who signs the SF-424 in Block 18 must have the authority to bind the applicant to the terms of the assistance award.
2. SF-424C, Budget Information for Construction Programs.
3. SF-424D, Assurances for Construction Programs
4. Indirect Charges. Most states, universities and larger non-profit organizations have a negotiated indirect cost rate agreement with the Federal Government. A copy of the current rate agreement must be submitted with each proposed project. Smaller organizations may not have an agreement with the Federal Government. In these cases the indirect cost rate must be accompanied by a determination from an independent auditing firm. This determination will include the indirect cost rate, the calculations of the indirect cost rate including the base and indirect cost pools and the associated dollar figures for both. Proposals that fail to document their indirect costs will have those costs disallowed.
5. A copy of the National Register nomination must be included in this application, as this is the major requirement for your proposal to be considered.

**C. Proposal Submission Format, please provide a narrative proposal and attachments that addresses the below elements.** The below elements must be provided to have your proposal considered and should be submitted in the proposed format as an attachment to your Application for Federal Assistance, SF-424:

1. **Please note that your proposal must be feasible, detailed and sufficient to effectively evaluate your project.** Your grant application package will be considered **incomplete** unless we are sent (1) **one original** and (3) **three copies of the entire package.** **The grant application must be received by the NPS no later than June 3, 2009 at 5:00 pm Central Time.** **This is not a postmark deadline, this is a receipt deadline.**
2. **Name of the historic structure:**
3. **Date Listed in the National Register of Historic Places:** \_\_\_\_\_
4. **Address of Property to be Rehabilitated/Restored** \_\_\_\_\_
5. A written concise history of the building and its significance. In a brief report please describe the history, significance, date of construction and the architectural style of the historic structure.; and
6. Good quality photographs (preferably 8"x10") that clearly depict present conditions (interior and exterior) from all elevations, including damaged areas. These photographs should include all of the architectural character defining elements such as doors, windows, roof, porches, lobby, corridors, decorative elements, fireplaces and all of the damaged areas that need to be addressed. These photographs will not be returned to applicants.

7. Any available architectural analysis and /or condition assessments of the building will enhance your application.
8. Identify all of the interior and exterior damage or problems that need to be addressed.
9. **Benefit:** Briefly explain how this project will accomplish enough work to preserve the historic structure and make it safe and useable if the project is funded.
10. **Provide a** The timeline that must strictly adheres to the following guidelines:
  - a. The project design must contain enough detail to show the development of the project and the relationship between the partners, tasks, milestones, and goals. The roles and responsibilities of each partner are clearly articulated. The milestones are clear, and supported by a well thought-out schedule that supports the work to be accomplished for the duration of the project.
  - b. The proposed project's importance/relevance and applicability are tied to the program goals. Is there value and importance to the program goals (See Section V.A., below)?
  - c. The proposed plan for intervention of the historic structure should be a technically well planned proposal and the proposed work likely to achieve a quality treatment of the historic structure in order to receive the grant.
  - d. The project proposal work plan is designed to produce the proposed outcomes and outputs. The outcomes are clearly stated and tied to intermediate outcomes as stated in the solicitation.
11. **What will be the function of the building?** If funds are insufficient and you must phase the project, please categorize the phases according to their priorities (advantage and disadvantage). Note that the Recovery Act specifies: SEC. 1604. None of the funds appropriated or otherwise made available in this Act may be used by any State or local government, or any private entity, for any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.

**12. Total Amount Requested:**      \$ \_\_\_\_\_ (this should match the information on the SF-424 forms)

**Minimum - \$100,000**  
**Maximum - \$2.5 million**

**13. Is this a follow-up project previously funded by the Historic Preservation Fund (HPF)?**

Yes \_\_\_\_\_ No \_\_\_\_\_

**If yes, be sure and explain the relationship to that project in this proposal.**

14. Qualifications, Experience, and Past Performance - Describe who will carry out the Project Activities. List all project personnel, including consultants. Describe their responsibilities and the amount of time each will dedicate to the project. Briefly describe how their experience and qualifications are appropriate to successfully achieve the stated objectives. Section III.

15. Budget Information (SF-424C). The budget should contain the following:

- a. Salaries and Wages. Include all employees and their titles working on the project. See the terms and conditions below regarding the use of specified Wage Rates for construction projects, and be sure that your budget reflects the proper wages.
- b. Fringe Benefits. Propose your rates/amounts. If rates are audit approved, include a copy of the audit agreement and/or the name of the audit agency. If more than one rate is used, list each rate and the wage or salary base.
- c. Consultant/Contracting Fees. Include payments for professional and technical consultants and contractors participating in the project.
- d. Travel and Per Diem. For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. Per Diem rates shall not exceed maximum Federal rates. To view current Federal per diem rates, visit:  
[http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA\\_BASIC](http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC) and follow the links to per diem information.
- e. Supplies and Materials. Include consumable supplies and materials to be used in the project, listing each item and quantity individually. Include items of expendable equipment, i.e., equipment costing less than \$500 or with an estimated useful life of less than two years. Equipment costing more than that should be listed in the Other Costs category (Category G, below).
- f. Services. This should include the cost of duplication and printing, long distance telephone calls, equipment rental, postage, and other services not previously listed.
- g. Other Costs. List equipment items in excess of \$500 and other items not previously listed. Note that equipment items worth less than \$500 or that have a useful life of less than 2 years must be listed in the Supplies and Materials category.
- h. Indirect Charges. If indirect costs will be charged to the grant agreement, complete the table with your current approved indirect cost rate and the direct costs it will be applied to. A copy of your most recent indirect cost rate must be attached if indirect costs will be requested.

**End of proposal format**

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

Applicants are held responsible for their proposals being submitted to the locations below by **June 3, 2009 at 5:00 pm Central Time**. All packages entering the NPS facility are subject to inspection and/or x-ray. Proposal packages may be delivered by hand to the address shown in below

All proposals will be required to be submitted in ***hard copy*** to Linda Hall as provided in this announcement. Most of the required attached forms are available online either through Grants.gov or the NPS website shown in this announcement.

Please submit **ONE** original proposal and **THREE copies** including attachments to the following address:

The National Park Service will announce the ARRA funding opportunity on Grants.gov on May 6, 2009 until June 3, 2009. Awards will be announced following the selection and approval by the Secretary of the Interior.

#### **Physical and Mailing Address:**

**Linda Hall**

National Park Service-Southeast Region

Atlanta Federal Center – 1924 Bldg.

100 Alabama Street

Atlanta, Georgia 30303

Phone number: 404-507-5779

Email: Linda\_Hall@nps.gov

#### **E. Intergovernmental Review:**

This funding opportunity is not subject to Executive Order (EO) 12372, “Intergovernmental Review of Federal Programs”. Applicants subject to EO 12372 must contact their State’s Single Point of Contact (SPOC) to find out about and comply with the State’s process. The names and addresses of the SPOC’s are listed in the OMB’s home page at: <http://www.whitehouse.gov/omb/grants/spoc.html>

#### **F. Funding:**

Notification of a successful proposal does not constitute authority to incur costs. Costs incurred prior to receipt of a signed grant agreement may not be reimbursed. Once the grant agreement for a successful proposal has been signed by the NPS, the recipient may incur costs as specified in their proposed and approved budget submittal. Reimbursable costs may only be incurred by the grant recipient subject to the terms and conditions of the signed grant agreement and the NPS will not reimburse costs that exceed the amount of the grant award stipulated in the grant agreement.

## **SECTION V. APPLICATION REVIEW INFORMATION**

### **A. Selection of Proposal**

#### **1. Selection criteria:**

- Properties of major historical and architectural significance.
- Properties retaining architectural integrity (the building has not been so altered as to have lost its historic appearance).
- Properties demonstrating the most critical need for immediate intervention to correct structural and safety defects in order to preserve the building.
- Applicants demonstrating the ability to complete the project successfully within the established timeline. The timeline shall indicate the start and completion dates for each activity (planning and design, general conditions, mobilization, site preparation, etc.) and the scope of work for the project.

#### **2. Objectives of the American Reinvestment and Recovery Act of 2009 (ARRA).** Projects funded with ARRA funds will also be selected based on the objectives of the President's Memorandum of March 20, 2009 on "Ensuring Responsible Spending of Recovery Act Funds"

- (i) deliver programmatic results;
- (ii) achieve economic stimulus by optimizing economic activity and the number of jobs created or saved in relation to the Federal dollars obligated;
- (iii) achieve long-term public benefits by, for example, investing in technological advances in science and health to increase economic efficiency and improve quality of life; investing in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits; fostering energy independence; or improving educational quality; and
- (iv) satisfy the Recovery Act's transparency and accountability objectives.

#### **3. Project Purpose, Objectives, and Relevance**

- a. The proposal adequately describes why the project is needed by the recipient.
- b. The objectives are well defined, measurable, and realistic for the project's anticipated timeframe.

#### **4. Qualifications, Experience, Past Performance**

##### **Project Director/Manager:**

The Project Director shall be the representative of the recipient/school and a point of contact between the school and the NPS Southeast Regional Office (SERO). The Project Director should have experience and knowledge of construction management. The selected person will be responsible for overall supervision and management of the entire project.

The Project Director will supervise the architect/engineer (A/E), contractor and any other professionals who will be involved in the project.

The Project Manager provides, reviews and approves all necessary documents such as A/E and contractor invoices, the schedule of the values, AIA certificate of payment and the SF-270 Request for Advance or Reimbursement Form (see [www.nps.gov/history/hps/hpg/hbcu](http://www.nps.gov/history/hps/hpg/hbcu)) and submits these documents to the NPS/SERO for reimbursement. The project manager also reviews the required progress reports (Interim and Final) and insures that these reports are submitted to the NPS in a timely manner.

The Project Director will be a liaison between NPS/SERO Cultural Resource Division (CRD) representative and the A/E and the contractors. They must be familiar with the Secretary of the Interior's Standards for the Treatment of Historic Properties and have experience in preservation/rehabilitation and restoration of historic structures.

The Project Director cost must be documented by time sheets. Hours spent by the project director on grant-assisted work are only eligible to be charged to this grant if approved by the NPS. **Selection of a Project Manager must also be concurred by NPS.** The qualifications and experience of the Project Director/Principal Investigator to be assigned for direct work on the project are evident, and appear to be adequate to achieve project goals and objectives and will be available for work on this agreement.

#### **5. Budget Information—submit on the appropriate SF-424 forms:**

- a. The proposed cost estimates for the preservation of historic properties must be eligible activities under the Historic Preservation Fund (HPF), and appear reasonable and necessary for the proposed work.
- b. The budget breakdown or narrative provides adequate justification for each budget category used. If equipment is requested by the applicant is it fully justified and necessary for the performance and completion of the project?
- c. The recipient and sub-recipients will be required to comply with the requirements of 2 CFR Part 215 and Part 176 Administrative Requirements as it relates to wage rates under the Recovery Act. The Davis Bacon Wage Rates as prescribed in the applicable regulations may apply if your project is considered “construction”. Further information is provided in Section C, Administrative and National Policy Requirements.

## **B. REVIEW AND SELECTION PROCESS**

Applications and accompanying documentation are reviewed by a panel of NPS Cultural Resources experts for program eligibility. The panel's recommendations are approved by the Secretary of the Interior. Grants are awarded by NPS directly to selected HBCUs.

## SECTION VI. AWARD ADMINISTRATION INFORMATION

1. **Award Notices:** Upon selection of proposals, the NPS will announce winning proposals at the website that is provided within this announcement upon selection and approval by the Secretary of the Interior. Selected Grantees will also be notified directly.
2. **Project Requirements:** The project must begin within six months after the grant agreement has been signed. If activities have not begun in accordance with the approved project timeline the grant will be suspended or terminated and the funds recaptured by the National Park Service.

1. In addition to the above requirements to commit the funds, the project scope of work must be completed within 3 years of the start date of the grant agreement. Planning and design shall be completed within no less than one year maximum and the construction phase shall be completed within no less than two years upon conclusion of the design phase.

2. Professional Services, Qualifications of Consultants.

- a) All A/E and construction work must be performed in accordance with the **Secretary of the Interior's Standards for the Treatment of Historic Properties and National and Local Building Codes**. All A/E and landscape architecture work shall be performed under the direct supervision of a professional historical architect/engineer/landscape architect.

- b) All architectural design drawings and construction documents to perform work supported by this grant must be submitted for prior review and written approval to the State Historic Preservation Office (SHPO) and to the Southeast Regional Office (SERO) of NPS, Cultural Resources Division, Attention: Paul Hatchett: Chief, Historic Architecture Branch..

- c) The selection of the A/E firm and award of the construction contract **must be through the competitive negotiation method, whereby competitor's qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation**. Resumes, references, and past work experience will be evaluated to assess professional qualifications for procurement of professional services

- d) Prior to the final selection of a historical architect/engineer/historical landscape architect, the grantee shall submit the professional qualifications of the selected A/E to the SERO of NPS, Cultural Resources Division, Attention: Chief, Historic Architecture Branch for review and approval.

- e) Upon the selection of a historical architect/engineer (A/E), the grantee also agrees to submit a detailed scope of work with class-C cost estimates to the NPS-SERO for review and approval.

- f) Prior to signing the final agreement of the contract with the A/E and

construction contractor, the grantee shall submit a copy of the agreement to the NPS for review and consultation. A copy of the signed contracts must then be forwarded to the SERO of NPS, Cultural Resources Division, Attention: Chief, Historic Architecture Branch.

- g) Historic Preservation Fund Grants Manual Chapter 17, Section E refers to Contracting with Minority Business Enterprise and Woman Business Enterprise Firms. It is the Federal Government's policy to award a fair share of contracts to Minority Business Enterprises (MBEs) and Woman Business Enterprises (WBE's).

3. If any portion of the work to be supported by this grant receives financial assistance from another source during the grant period, the grantee must promptly notify the grant awarding official (the NPS official whose signature and title appears on the Grant Agreement) in writing.

#### 4. Section 106

Pursuant to Section 106 review, the grantee must complete the consultation process stipulated in the regulations issued by the Advisory Council for Historic Preservation in 36 CFR 800 prior to the commencement of construction work on the property. (Note that the NPS must receive a copy of the State Historic Preservation Officer's written approval of the methodology or plan to be used for any archaeological testing or ground-breaking). NPS has initiated the Section 106 consultation process with the State Historic Preservation Officer, by notifying the SHPO of the grant.

To complete the Section 106 review, the grantee must submit plans and specifications for the project to the SHPO. The grantee then must submit to the NPS Awarding Official copies of the following: 1) any written comments the grantee receives from the SHPO in response to submission of plans and specifications for the project, including any suggestions for modifying the project, and 2) the SHPO's written concurrence with the project as proposed or as modified. In the event that the grantee and the SHPO cannot reach agreement, the grantee must notify NPS in writing so that NPS may participate in the conclusion of the consultation. 3) Construction documents (drawings and specifications along with class A cost estimates) must also be submitted by the grantee to SERO-NPS, Cultural Resources Division, Attention; Chief, Historic Architecture Branch for review and approval prior to the letting of contracts or commencement of work.

#### 5. Eligible and Ineligible Costs:

- a) The Project Director's payroll costs must be documented by clear, understandable time sheets which identify the type of work being performed. Hours spent by the project director on grant-assisted work are only eligible to be charged to this grant if approved by the NPS.
- b) Costs of fundraising are not eligible costs chargeable to the grant for reimbursement.
- c) Projects may include the preservation, rehabilitation and restoration of a documented historic landscape as part of a structural rehabilitation project. Landscaping as a part of general site improvements, including parking lots, sidewalks, repaving streets, and installing non-historic street fixtures (such

as street lamps or benches) is not eligible work.

6. Selection of a Project Director must also be concurred by NPS. The qualifications and experience of the Project Director/Principal Investigator to be assigned to directly must be evident and appear to be adequate to achieve project goals and objectives and the proposed Project Director must be available for work on this grant-assisted project.

7. The grantee must erect and maintain a project sign at the project site. The sign must be of reasonable and adequate design and construction to withstand weather exposure; be of a size that can be easily read from the public right-of-way; and be maintained in place throughout the project term as stipulated in the Grant Agreement. At a minimum, the sign must contain the following statement:

“Construction of the [name of property] is being supported by an American Reinvestment and Recovery Act Grant using funds from the Historic Preservation Fund (HPF) administered by the National Park Service, Department of the Interior.”  
Additional information briefly identifying the historical significance of the property or recognizing other contributors is encouraged and permissible.

Photographs of the sign must be included with the Final Project Report submitted to NPS. The cost of fabricating and erecting this sign is an eligible cost for this grant.

### **3. Administrative and National Policy Requirements:**

Any inconsistency in the agreement shall be resolved by giving precedence in the following order: (a) Any national policy requirements and administrative management standards and provisions specific to the Recovery Act, some of which are found in 2 CFR Part 176; (b) 43 CFR Part 12; (c) requirements of the applicable OMB Circulars, government wide regulations at 2 CFR Part 215 and Treasury regulations ; (d) special terms and conditions; (e) all agreement sections, documents, exhibits, and attachments; (f) the National Park Service Historic Preservation Grants Manual; and (g) the recipient’s project proposal.

**1. Office of Management and Budget (OMB) Circulars and parallel regulations at 2 CFR Parts 215-230 and further discussed in the Department of the Interior regulations at 43 CFR Part 12:** By accepting Federal assistance, your organization agrees to abide by the applicable OMB Circulars in the expenditure of Federal funds and performance under this program.

OMB Circular A-21, “Principles for Determining Costs Applicable to Grants, Contracts, And Other Agreements with Educational Institutions” (Revised 08/08/2000)" <http://www.whitehouse.gov/omb/circulars/a21/a21.html>

OMB Circular A-102, "Grants and Cooperative Agreements With State and Local Governments (10/07/1994) (further amended 08/29/1997)"  
<http://www.whitehouse.gov/omb/circulars/a102/a102.html>

OMB Circular A -110, "Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit

Organizations" <http://www.whitehouse.gov/omb/circulars/a110/a110.html>

OMB Circular A-122, "Cost Principles for Nonprofit Organizations"  
<http://www.whitehouse.gov/omb/circulars/a122.html>

OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." <http://www.whitehouse.gov/omb/circulars/a133/a133.html>

## 2. Standard Award Terms and Conditions

This agreement incorporates the Standard Award Terms and Conditions found at the following Department of the Interior website as if they were given here:

<http://www.doi.gov/pam/TermsandConditions.html>. Upon request, the NPS will provide the recipient a copy.

Acceptance of a Federal Financial Assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means. Awards are based on the application submitted to, and as approved by DOI and are subject to the terms and conditions incorporated either directly or by reference in the following:

- Program legislation\regulation including the provisions of the American Reinvestment and Recovery Act of 2009 (P.L. 111-5) and subsequent regulations.
- Special terms and conditions.
- Code of Federal Regulations/Regulatory Requirements, as applicable (Contact your program officer with any questions regarding the applicability of the following ):

43 CFR 12(A) Administrative and Audit Requirements and Cost Principles for Assistance Programs

43 CFR 12(E) Buy American Requirements for Assistance Programs which for ARRA funding projects are supplemented by 2 CFR Part 176, and described below.

43 CFR 12(C) Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments

43 CFR 12(F) Uniform Administrative Requirements for Grants and Cooperative Agreements with Institutions of Higher Education, Hospitals, other Non-Profit and Commercial Organizations

43 CFR 43 Government-wide Requirements for a Drug-Free Workplace

43 CFR 42 Government-wide Debarment and Suspension (Non-procurement)

## 43 CFR 18 Restrictions on Lobbying

### a. Compliance With Buy American Act.

Notice: Pursuant to sec. 307 of the Omnibus Consolidated Appropriations Act of 1997, Public Law 104-208, 110 Stat. 3009, please be advised of the following:

In the case of any equipment or product that may be authorized to be purchased with financial assistance provided using funds made available in this act, it is the sense of the Congress that entities receiving the assistance should, in expending the assistance, purchase only American-made equipment and products.

Recipient agrees to follow the requirements in 43 CFR Part 12, Subpart E, Buy American Requirements for Assistance Programs and specific provisions for ARRA provided in Section 3, below.

### b. Opposition to Any Legislation. In accordance with the Department of the Interior, Environment, and Related Agencies Act, 2006, Title IV, Section 402, no part of any appropriation contained in this Act shall be available for any activity or the publication or distribution of literature that in any way tends to promote public support or opposition to any legislative proposal on which Congressional action is not complete other than to communicate to Members of Congress as described in 18 U.S.C. 1913.

### c. Endorsements. Recipient shall not publicize or otherwise circulate, promotional material (such as advertisements, sales brochures, press releases, speeches, still and motion pictures, articles, manuscripts or other publications) which states or implies governmental, Departmental, bureau, or government employee endorsement of a product, service, or position which the recipient represents. No release of information relating to this award may state or imply that the Government approves of the recipient's work products, or considers the recipient's work product to be superior to other products or services.

- 1) All information submitted for publication or other public releases of information regarding this project shall carry the following disclaimer:
- 2) The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government.
- 3) Recipient must obtain prior Government approval for any public information releases concerning this award which refer to the Department of the Interior or any bureau or employee (by name or title). The specific text, layout photographs, etc. of the proposed release must be submitted with the request for approval.
- 4) A recipient further agrees to include this provision in a subaward to subrecipient, except for a subaward to a State government, a local

government, or to a federally recognized Indian tribal government.

- d. Retention and Access Requirements for Records. All recipient financial and programmatic records, supporting documents, statistical records, and other grants-related records shall be maintained and available for access in accordance with 43 CFR Subpart C, Section 12.82 for State, local and Indian tribal governments or Subpart F, Section 12.953 for institutions of higher education, hospitals, other non-profit organizations or entities all other organizations and the additional requirements provided specifically for ARRA funded projects at 2 CFR Part 176.

For ARRA Funded projects, each contract awarded using funds made available shall provide that the Comptroller General and his representatives and the DOI Inspector General (IG) are authorized to examine any records of the contractor or any subcontractor, or any State or local agency administering the contract, that directly pertain to and involve the transaction relating to the contract or subcontract and to interview any current employees regarding such transactions.

- e. Increasing Seat Belt Use. 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.
- f. Central Contractor Registration (CCR).
  - 1) Prior to award the Recipient shall register and maintain their own information with Dun & Bradstreet and the Central Contractor Registration System.
  - 2) Obtain a valid Dun & Bradstreet Number (D&B) from Dun & Bradstreet @ <http://www.dnb.com>/or by calling them at 800-333-0505.
  - 3) Register on the Central Contractor Registration System (CCR) @ <http://www.ccr.gov>

- g. Payments  
The National Park Service, Accounting Operations Center (AOC) processes Grants Payments through the Department of Health & Human Services, Payment Management System (PMS). An Agency Location Code is a four (4) or eight (8) digit identifier for a Federal Agency. The NPS ALC for grants payments is 14-10-0098

- h. Property Management and Disposition.

Any NPS property used or other property acquired under this agreement, including intangible property such as copyrights and patents shall be governed by the provisions of 43 CFR, Subpart C, Section 12.84 through 12.74 for State, local and Indian tribal governments or Subpart F, Section 12.930 through 12.937 for institutions of higher education, hospitals, other non-profit organizations or entities

and all other organizations. The NPS 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 U.S.C. 1346(b), 2401(b), 2671 - 2680, as amended by P.L. 89-506, 80 Stat. 306]".

### **3. Special Terms and Conditions.**

- a. Order of Precedence. Any inconsistency in the agreement shall be resolved by giving precedence in the following order: (a) Any national policy requirements and administrative management standards and provisions specific to the Recovery Act, some of which are found in 2 CFR Part 176; (b) 43 CFR Part 12; (c) requirements of the applicable OMB Circulars, government wide regulations at 2 CFR Part 215 and Treasury regulations ; (d) special terms and conditions; (e) all agreement sections, documents, exhibits, and attachments; (f) the National Park Service Historic Preservation Grants Manual; and (g) the recipient's project proposal.
- b. Amendments. The agreement may be amended by written agreement signed by both the recipient's Authorized Representative and the NPS. Administrative changes. Additionally, a unilateral amendment may be utilized if it should become necessary to suspend or terminate the agreement in accordance with 43 CFR, Subpart C, Section 12.83 for State, local and Indian tribal governments or Subpart F, Section 12.961 for institutions of higher education, hospitals, other non-profit organizations or entities and all other organizations.
  1. All other changes shall be made by means of a bilateral amendment to the agreement. No oral statement made by any person, or written statement by any person other than the AO, shall be allowed in any manner or degree to amend or otherwise effect the terms of the agreement.
  2. All requests for amendment of the agreement shall be made in writing, provide a full description of the reason for the request, and be sent to the attention of the NPS. Any request for project extension shall be made at least 30 days prior to the expiration date of the agreement or the expiration date of any extension period that may have been previously granted. Any determination to extend the period of performance or to provide follow-on funding for continuation of a project is solely at the discretion of the NPS.
- c. Budget and Program Plan Revision. The budget plan is the financial expression of the project or program as approved during the award process. Recipients are required to report deviations from budget and program plans and request prior approval for budget and program plan revisions. Recipients are not required to request prior approval for deviations among approved direct cost categories when the cumulative amount of the transfer is less than 10 percent of that cost category. However, the recipient must report any deviation to the NPS.
- d. Audit Requirements. Non-Federal entities that expend \$500,000 or more during a year in Federal awards 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, which is available at [http://www.whitehouse.gov/omb/grants/grants\\_circulars.html](http://www.whitehouse.gov/omb/grants/grants_circulars.html).

Federal awards are defined as Federal financial assistance and Federal cost-reimbursement contracts that non-Federal entities receive directly from Federal awarding agencies or indirectly from pass-through entities. They do not include procurement contracts, under grants or contracts, used to buy goods or services from vendors. Non-Federal entities that expend less than \$500,000 for a fiscal year in Federal awards are exempt from Federal audit requirements for that year, except as noted in A-133, §\_215(a), but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and General Accounting Office (GAO).

Audits shall be made by an independent auditor in accordance with generally accepted government auditing standards covering financial audits. Additional audit requirements applicable to this agreement are found at 43 CFR 12.66 or 43 CFR 12.926, as applicable. General guidance on the single audit process is included in a pamphlet titled, "Highlights of the Single Audit Process" which is available on the internet at <http://www.dot.gov/ost/m60/grant/sincontact.html>. Additional information on single audits is available from the Federal Audit Clearinghouse at <http://harvester.census.gov/sac/>.

- e. **Metric Conversion.** All performance and final reports, other reports, or publications, produced under this agreement, shall employ the metric system of measurements to the maximum extent practicable. Both metric and inch-pound units (dual units) may be used if necessary during and transition period(s). However, the recipient may use non-metric measurements to the extent the recipient has supporting documentation that the use of metric measurements is impracticable or is likely to cause significant inefficiencies or loss of markets to the recipient, such as when foreign competitors are producing competing products in non-metric units.
- f. **Officials Not to Benefit.** No member of or delegate to Congress, or resident commissioner, shall be admitted to any share of this agreement, or to any benefit arising from it. However, this clause does not apply to this agreement to the extent that this agreement is made for a corporation's general benefit.
- g. **Reimbursable Costs and Limitations.** The recipient shall not incur costs or obligate funds for any purpose pertaining to operation of the program or activities beyond the expiration date stated in the agreement. The only costs which are authorized for a period of up to 90 days following the award expiration date are those strictly associated with closeout activities and preparation of the final report.
- h. **Inspection.** The NPS has the right to inspect and evaluate the work performed or being performed under this agreement, and the premises where the work is being performed, at all reasonable times and in a manner that will not unduly delay the work. If NPS performs inspection or evaluation on the premises of the recipient or a subrecipient, the recipient shall furnish and shall require sub-recipients to furnish all reasonable facilities and assistance for the safe and convenient performance of these duties.

i. Copyrights.

1. For recipients subject to the administrative standards set forth in the applicable OMB Circular, the following copyright provision, as implemented by 43 CFR 12.936(a), shall apply:

“The recipient may copyright any work that is subject to copyright and was developed, or for which ownership was purchased, under an award. The Federal awarding agency(ies) reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.”

2. For recipients subject to the administrative standards set forth in OMB Circular A-102 and the Grants Management Common Rule, the following copyright provision, as implemented by 43 CFR 12.74, shall apply:

- a. “The Federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Federal Government purposes:
- b. The copyright in any work developed under a grant, subgrant, or contract under a grant or subgrant; and
- c. Any rights of copyright to which a grantee, subgrantee or a contractor purchases ownership with grant support.”

- j. Rights to Data. For recipients subject to the administrative standards set forth in the applicable OMB Circular, the following provision, as implemented by 43 CFR 12.936(c), shall apply:

"The Federal Government has the right to:

Obtain, reproduce, publish or otherwise use the data first produced under an award; and

Authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.”

#### **4. Specific requirements for ARRA funded projects:**

A new Part 176 has been added to Title 2 of the Code of Federal Regulations to provide interim final guidance and standard award terms for grants, cooperative agreement and loan awards funded with Recovery Act funds needed to implement selected provisions in the Recovery Act:

**A. Subpart A—Reporting and Registration Requirements under Section 1512 of the American Recovery and Reinvestment Act of 2009.**

**Reporting and Registration Requirement under Section 1512 of the American Recovery and Reinvestment Act of 2009, Public Law 111-5**

1. This award requires the recipient to complete projects or activities which are funded under the American Recovery and Reinvestment Act of 2009 (“Recovery Act”) and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.
2. The first report is due no later than ten days after the initial calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act, or July 10, 2009. Thereafter, reports shall be submitted no later than the 10th day after the end of each calendar quarter.
3. Recipients and their first-tier subrecipients must maintain current registrations in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which they have active federal awards funded with Recovery Act funds. First tier sub-awardees must obtain a DUNS number (or update the existing DUNS record), in addition to registering with the Central Contractor Registration (CCR). The recipient shall report the following information, using the reporting instructions that will be provided online at [www.FederalReporting.gov](http://www.FederalReporting.gov), unless the information is pre-populated—
4. The Government-wide standard set of data elements are included in this announcement as Attachment H, Government-wide Standard Set of Data Elements (ARRA), for reporting information under sections 1512(c) and 1609(c) of the American Recovery and Reinvestment Act of 2009, Public Law 111-5 (“Recovery Act”).
5. For ARRA Funded projects, each contract awarded using funds made available shall provide that the Comptroller General and his representatives and the DOI Inspector General (IG) are authorized to examine any records of the contractor or any subcontractor, or any State or local agency administering the contract, that directly pertain to and involve the transaction relating to the contract or subcontract and to interview any current employees regarding such transactions.
6. **Recovery Act Transactions listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Subrecipients**
  - (a) To maximize the transparency and accountability of funds authorized under the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (Recovery Act) as required by Congress and in accordance with 2 CFR subpart 215.50 through 215.53 and 2 CFR Part 176, “Uniform Administrative Requirements for Grants and Agreements” and OMB A-102 Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of Recovery Act funds.
  - (b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations,” recipients agree to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards

(SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. This shall be accomplished by identifying expenditures for Federal awards made under Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix “ARRA-” in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.

Failure to comply with the reporting requirements contained in this agreement may be considered a material non-compliance with the terms and conditions of the award. Non-compliance may result in withholding of future payments, suspension or termination of the agreement, recovery of funds paid under the agreement, and withholding of future awards.

**B. Subpart B—Buy American Requirement under Section 1605 (2 CFR Part 176) of the American Recovery and Reinvestment Act of 2009.**

**Required Use of American Iron, Steel, and Manufactured Goods—Section 1605 of the American Recovery and Reinvestment Act of 2009—Construction Materials**

(A) *DEFINITIONS.* AS USED IN THIS AWARD TERM AND CONDITION—

“Building or work” means construction activity as distinguished from manufacturing, furnishing of materials, or servicing and maintenance work. The terms include, without limitation, buildings, structures, and improvements of all types, such as bridges, dams, plants, highways, parkways, streets, subways, tunnels, sewers, mains, power lines, pumping stations, heavy generators, railways, airports, terminals, docks, piers, wharves, ways, lighthouses, buoys, jetties, breakwaters, levees, canals, dredging, shoring, rehabilitation and reactivation of plants, scaffolding, drilling, blasting, excavating, clearing, and landscaping. The manufacture or furnishing of materials, articles, supplies, or equipment (whether or not a Federal or State agency acquires title to such materials, articles, supplies, or equipment during the course of the manufacture or furnishing, or owns the materials from which they are manufactured or furnished) is not “building” or “work” within the meaning of this definition unless conducted in connection with and at the site of such building or work as is described in the foregoing sentence, or under the United States Housing Act of 1937 and the Housing Act of 1949 in the construction or development of the project.

“Construction material” means an article, material, or supply brought to the construction site by the recipient, subrecipient or a subcontractor for incorporation into the building or work. The term also includes an item brought to the site preassembled from articles, materials, or supplies. However, emergency life safety systems, such as emergency lighting, fire alarm, and audio evacuation systems, that are discrete systems incorporated into a public building or work and that are produced as complete systems, are evaluated as a single and distinct construction material regardless of when or how the individual parts or components of those systems are delivered to the construction site. Materials purchased directly by the Government are supplies, not construction material.

“Domestic construction material” means—

- (1) An unmanufactured construction material mined or produced in the United States;
- or (2) A construction material manufactured in the United States.

“Foreign construction material” means a construction material other than a domestic construction material.

"Manufactured construction material" means any construction material that is not unmanufactured construction material."

“Public building or public work” means building or work, the construction, prosecution, completion, or repair of which, as defined in this section, is carried on directly by authority of, or with funds of, a Federal agency to serve the interest of the general public regardless of whether title thereof is in a Federal agency.

“Steel” means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbon, and may include other elements.

"Unmanufactured construction material" means raw material brought to the construction site for incorporation into the building or work that has not been--

- (1) Processed into a specific form and shape; or
- (2) Combined with other raw material to create a material that has different properties than the properties of the individual raw materials.

“United States” means the 50 States, the District of Columbia, and outlying areas including:

- (1) Commonwealths.
  - (i) Puerto Rico.
  - (ii) The Northern Mariana Islands;
- (2) Territories.
  - (i) American Samoa.
  - (ii) Guam.
  - (iii) U.S. Virgin Islands; and
- (3) Minor outlying islands.
  - (i) Baker Island.
  - (ii) Howland Island.
  - (iii) Jarvis Island.
  - (iv) Johnston Atoll.
  - (v) Kingman Reef.
  - (vi) Midway Islands.
  - (vii) Navassa Island.
  - (viii) Palmyra Atoll.
  - (ix) Wake Atoll.

(b) *Domestic preference.*

(1) This award term and condition implements Section 1605 of the American Recovery and Reinvestment Act of 2009 (Recovery Act) (Pub. L. 111-5), by requiring that all iron, steel, and other manufactured goods used as construction material in the project are produced in the United States.

(2) The recipient shall use only domestic construction material in performing this

project, except as provided in paragraph (b)(3) and (b)(4) of this clause.

(3) This requirement does not apply to the construction material or components listed by the Government as follows:

**[Award official to list applicable excepted materials or indicate “none”]**

(4) The award official may add other foreign construction material to the list in paragraph (b)(3) of this term and condition if the Federal government determines that—

(i) The cost of domestic construction material would be unreasonable. The cost of domestic iron, steel, or other manufactured goods used as construction material is unreasonable when the cumulative cost of such material will increase the cost of the overall project by more than 25 percent;

(ii) The construction material is not mined, produced, or manufactured in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or

(iii) The application of the restriction of section 1605 of the Recovery Act to a particular construction material would be inconsistent with the public interest.

(c) *Request for determination of inapplicability of Section 1605 of the Recovery Act.*

(1)(i) Any recipient request to use foreign construction material in accordance with paragraph (b)(4) of this clause shall include adequate information for Government evaluation of the request, including—

(A) A description of the foreign and domestic construction materials;

(B) Unit of measure;

(C) Quantity;

(D) Price;

(E) Time of delivery or availability;

(F) Location of the construction project;

(G) Name and address of the proposed supplier; and

(H) A detailed justification of the reason for use of foreign construction materials cited in accordance with paragraph (b)(4) of this clause.

(ii) A request based on unreasonable cost shall include a reasonable survey of the market and a completed price comparison table in the format in paragraph (d) of this clause.

(iii) The price of construction material shall include all delivery costs to the construction site and any applicable duty.

(iv) Any recipient request for a determination submitted after award shall explain why the recipient could not reasonably foresee the need for such determination and could not have requested the determination before award. If the recipient does not submit a satisfactory explanation, the award official need not make a determination.

(2) If the Federal government determines after award that an exception to section 1605 of the Recovery Act applies, the award official will amend the award to allow use of the foreign construction material. When the basis of the exception is nonavailability or public interest, the amended award shall reflect adjustment of the award amount or redistribution of budgeted funds, as appropriate, to cover costs associated with acquiring or using the foreign construction material. When the basis for the exception is the unreasonable price of a domestic construction material, the award official shall adjust the award amount or redistribute budgeted funds, as appropriate, by at least the differential established in 2 CFR 176.110(a).

(3) Unless the Government determines that an exception to section 1605 of the

Recovery Act applies, use of foreign construction material is noncompliant with section 1605 of the American Recovery and Reinvestment Act.

(d) *Data.* To permit evaluation of requests under paragraph (c) of this clause based on unreasonable cost, the Recipient shall include the following information and any applicable supporting data based on the survey of suppliers:

FOREIGN AND DOMESTIC CONSTRUCTION MATERIALS PRICE COMPARISON

Construction Material Description	Unit of Measure	Quantity	Price (Dollars)*
<i>Item 1:</i>			
Foreign construction material	_____	_____	_____
Domestic construction material	_____	_____	_____
 <i>Item 2:</i>			
Foreign construction material	_____	_____	_____
Domestic construction material	_____	_____	_____

*[List name, address, telephone number, email address, and contact for suppliers surveyed. Attach copy of response; if oral, attach summary.]*

*[Include other applicable supporting information.]*

*[\* Include all delivery costs to the construction site.]*

**C. Subpart C—Wage Rate Requirements under Section 1606 of the American Recovery and Reinvestment Act of 2009.**

(a) The Davis-Bacon Act requires contractors or their subcontractors of projects costing \$2,000 or more to pay laborers and mechanics employed directly upon the site of the work no less than the locally prevailing wages and fringe benefits schedule set by the Department of Labor.

(b) Section 1606 of the Recovery Act explicitly expands the coverage of the Davis-Bacon Act to include all “projects funded directly by or assisted in whole or in part by and through the federal government”. Contractors and subcontractors of entities receiving assistance awards (such as grants and cooperative agreements) funded with any amount provided by the Recovery Act are required to abide by the requirements of the Davis-Bacon Act.

(c) The Department of Labor (DOL) is currently developing further guidance related to the Davis-Bacon Act in relation to Recovery Act funding. For more information on the Davis-Bacon Act generally, as well as more detailed information on requirements for contractors and agencies, go to <http://www.dol.gov/esa/whd/contracts/dbra.htm>. DOL also maintains a toll-free hotline for questions regarding wages, including the Davis-Bacon Act. 1-800-4US-WAGE

**D. Subpart D—Single Audit Information for Recipients of Recovery Act Funds (in addition to the requirements provided in OMB Circular A-133:**

## **Recovery Act Transactions listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Subrecipients**

(a) To maximize the transparency and accountability of funds authorized under the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (Recovery Act) as required by Congress and in accordance with 2 CFR Subpart 215.50, “Uniform Administrative Requirements for Grants and Agreements” and OMB A-102 Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of Recovery Act funds as further specified in 2 CFR Part 176.

(b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations,” recipients agree to separately identify the expenditures for Federal awards under the Recovery Act on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133. This shall be accomplished by identifying expenditures for Federal awards made under Recovery Act separately on the SEFA, and as separate rows under Item 9 of Part III on the SF-SAC by CFDA number, and inclusion of the prefix “ARRA-” in identifying the name of the Federal program on the SEFA and as the first characters in Item 9d of Part III on the SF-SAC.

c) Recipients agree to separately identify to each sub-recipient, and document at the time of sub-award and at the time of disbursement of funds, the Federal award number, CFDA number, and amount of Recovery Act funds. When a recipient awards Recovery Act funds for an existing program, the information furnished to sub-recipients shall distinguish the sub-awards of incremental Recovery Act funds from regular sub-awards under the existing program.

(d) Recipients agree to require their sub-recipients to include on their SEFA information to specifically identify Recovery Act funding similar to the requirements for the recipient SEFA described above. This information is needed to allow the recipient to properly monitor sub-recipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office Failure to comply with the reporting requirements contained in this agreement may be considered a material non-compliance with the terms and conditions of the award. Non-compliance may result in withholding of future payments, suspension or termination of the agreement, recovery of funds paid under the agreement, and withholding of future awards.

### **E. Disclosure and Evidence (Whistleblower Protection)**

An employee of any non-Federal employer receiving covered funds may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing, including a disclosure made in the ordinary course of an employee’s duties, to the board, an inspector general, the Comptroller General, a member of Congress, a State or Federal regulatory or law enforcement agency, a person with supervisory authority over the employee (or such other person working for the employer who has the authority to investigate, discover, or terminate misconduct), a court or grand jury, the head of a Federal agency, or their representatives, information that the employee reasonably believes is evidence of—

- (1) gross mismanagement of an agency contract or grant relating to covered funds;
- (2) a gross waste of covered funds;

- (3) a substantial and specific danger to public health or safety related to the implementation or use of covered funds;
- (4) an abuse of authority related to the implementation or use of covered funds; or
- (5) a violation of law, rule, or regulation related to an agency contract (including the competition for or negotiation of a contract) or grant, awarded or issued relating to covered funds.

F. **SPECIAL CONTRACTING PROVISIONS, SEC. 1554 (of the Recovery Act)**

To the maximum extent possible, contracts funded under this Act shall be awarded as fixed-price contracts through the use of competitive procedures. A summary of any contract awarded with such funds that is not fixed-price and not awarded using competitive procedures shall be posted in a special section of the website established in section 1526.

## **SECTION VII. AGENCY CONTACTS**

**For administrative questions contact:**

Linda Hall

Phone number: 404-507-5779

Email: Linda\_Hall@nps.gov

OR

Ali Miri

Phone Number: (404) 507-5785

Email: Ali\_Miri@nps.gov

**-- END OF PROGRAM ANNOUNCEMENT --**

**U.S. Department of the Interior  
Certifications Regarding Debarment, Suspension and  
Other Responsibility Matters, Drug-Free Workplace  
Requirements and Lobbying (DI-2010)**

## ATTACHMENT B

### PROPOSAL SUBMISSION FORMAT

**Proposal Submission Format, please provide a narrative proposal and attachments that addresses the below elements.** The below elements must be provided to have your proposal considered and should be submitted in the proposed format as an attachment to your Application for Federal Assistance, SF-424:

1. **Please note that your proposal must be feasible, detailed and sufficient to effectively evaluate your project.** Your grant application package will be considered **incomplete** unless we are sent (1) **one original** and (3) **three copies** of the entire package. **The grant application must be received by the NPS no later than June 3, 2009 at 5:00 pm Central Time.** This is not a postmark deadline, this is a receipt deadline.
2. **Name of the historic structure:**
3. **Date Listed in the National Register of Historic Places:** \_\_\_\_\_
4. **Address of Property to be Rehabilitated/Restored** \_\_\_\_\_
5. A written concise history of the building and its significance. In a brief report please describe the history, significance, date of construction and the architectural style of the historic structure.; and
6. Good quality photographs (preferably 8"x10") that clearly depict present conditions (interior and exterior) from all elevations, including damaged areas. These photographs should include all of the architectural character defining elements such as doors, windows, roof, porches, lobby, corridors, decorative elements, fireplaces and all of the damaged areas that need to be addressed. These photographs will not be returned to applicants.
7. Any available architectural analysis and /or condition assessments of the building will enhance your application.
8. Identify all of the interior and exterior damage or problems that need to be addressed.
9. **Benefit:** Briefly explain how this project will accomplish enough work to preserve the historic structure and make it safe and useable if the project is funded.
10. Provide a timeline that strictly adheres to the following guidelines:
  - a. The project design must contain enough detail to show the development of the project and the relationship between the partners, tasks, milestones, and goals. The roles and responsibilities of each partner are clearly articulated. The milestones are clear, and supported by a well thought-out schedule that supports the work to be accomplished for the duration of the project.

- b. The proposed project's importance/relevance and applicability are tied to the program goals. Is there value and importance to the program goals (See Section V.A., above)?
- c. The proposed plan for intervention of the historic structure should be a
  - i. technically well planned proposal and the proposed work likely to achieve a
  - ii. quality treatment of the historic structure in order to receive the grant.
- d. The project proposal work plan is designed to produce the proposed outcomes and outputs within the specified timeframe. The outcomes are clearly stated and tied to intermediate outcomes as stated in the solicitation.
- e. If funds are insufficient and you must phase the project, please categorize the phases according to their priorities (advantage and disadvantage).

**11. What will be the function of the building?**

**12. Total Amount Requested:**      \$ \_\_\_\_\_ (this should match the information on the SF-424 and SF424-Cforms)

- i. Minimum - \$100,000
- ii. Maximum - \$2.5 million

**13. Is this a follow-up project previously funded by the Historic Preservation Fund (HPF)?**

a. Yes \_\_\_\_\_ No \_\_\_\_\_

b. If yes, be sure and explain the relationship to that project in this proposal.

**14. Qualifications, Experience, and Past Performance - Describe who will carry out the Project Activities. List all project personnel, including consultants. Describe their responsibilities and the amount of time each will dedicate to the project. Briefly describe how their experience and qualifications are appropriate to successfully achieve the stated objectives. Section III.**

**15. Budget Information SF-424C). The budget should contain the following:**

- a) Salaries and Wages. Include all employees and their titles working on the project. See the terms and conditions below regarding the use of specified Wage Rates for construction projects, and be sure that your budget reflects the proper wages.
- b) Fringe Benefits. Propose your rates/amounts. If rates are audit approved, include a copy of the audit agreement and/or the name of the audit agency. If more than one rate is used, list each rate and the wage or salary base.
- c) Consultant/Contracting Fees. Include payments for professional and technical consultants and contractors participating in the project.

- d) Travel and Per Diem. For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. Per Diem rates shall not exceed maximum Federal rates. To view current Federal per diem rates, visit:  
[http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA\\_BASIC](http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC) and follow the links to per diem information.
- e) Supplies and Materials. Include consumable supplies and materials to be used in the project, listing each item and quantity individually. Include items of expendable equipment, i.e., equipment costing less than \$500 or with an estimated useful life of less than two years. Equipment costing more than that should be listed in the Other Costs category (Category G, below).
- f) Services. This should include the cost of duplication and printing, long distance telephone calls, equipment rental, postage, and other services not previously listed.
- g) Other Costs. List equipment items in excess of \$500 and other items not previously listed. Note that equipment items worth less than \$500 or that have a useful life of less than 2 years must be listed in the Supplies and Materials category.
- h) Indirect Charges. If indirect costs will be charged to the grant agreement, complete the table with your current approved indirect cost rate and the direct costs it will be applied to. A copy of your most recent indirect cost rate must be attached if indirect costs will be requested.

**END OF PROPOSAL FORMAT**

ATTACHMENT C, FUNDING OPPORTUNITY ANNOUNCEMENT  
NATIONAL PARK SERVICE, HISTORICALLY BLACK COLLEGES AND  
UNIVERSITIES (ARRA)

Government-wide Standard Set of Data Elements (ARRA),

**General Section – Award and Award Recipient Information**  
Please provide requested information regarding the award and award recipient.

Item	Data Elements	Instruction
ARRA-A	<b>Awarding Federal agency and Organizational Element to Which Report is Submitted</b>	Provide the name of the awarding Federal agency and organizational element identified in the award document or otherwise instructed by the agency. The organizational element is a subagency within an awarding Federal agency.
ARRA-B	<b>Federal Grant or Other Identifying Number Assigned by the awarding Federal agency</b>	Provide the grant/award n U.S. Department of the Interior Certification Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirement and Lobbying,” DI-2010.umber contained in the award document.
ARRA-C	<b>DUNS Number</b>	Provide the prime recipient organization's 9 digit Data Universal Numbering System (DUNS) number or Central Contractor Registration plus 4 extended DUNS number.
ARRA-D	<b>EIN</b>	Provide the recipient organization's Employer Identification Number (EIN) provided by the Internal Revenue Service.
ARRA-E	<b>CFDA</b>	Provide Catalog of Federal Domestic Assistance (CFDA) number on the award document or provided by the awarding agency
ARRA-F	<b>Recipient Organization</b>	Provide the legal name of recipient organization and address, including zip code. This should be the same name and address that appears in recipient's Central Contractor Registration profile.
ARRA-G	<b>Recipient Account Number or Account Number</b>	Provide the account number or any other identifying number assigned by the recipient to the award. This number is strictly for the recipient's use only and is not required by the awarding Federal agency.
ARRA-H	<b>Project/Grant Period</b>	Indicate the project/grant period established in the award document during which Federal sponsorship begins and ends. Note: Some agencies award multi-year grants for a project/grant period (e.g., 5 years) that are funded in increments known as budget periods or funding periods. These are typically annual increments. Please provide the total project/grant period, not the individual budget period or funding period.
ARRA-I	<b>Reporting Period End Date</b>	The frequency of required reporting is quarterly. Provide the ending date of the reporting period. For quarterly reports, the following calendar quarter reporting period end dates shall be used: 6/30; 9/30; 12/31, or 3/31;. For final reports, the reporting period end date shall be the end date of the project/grant period.
ARRA-J	<b>Final Report</b>	Mark appropriate box. Check “yes” only if this is the final report for the project/grant period specified in Box 6.

Item	Data Elements	Instruction
ARRA-K	Report or Frequency	Select "quarterly" for quarterly reports and/or "final".

<b>Section 1 Project / Activity Information</b>		
Please provide requested information for the project or activity for which Recovery Act funds were awarded.		
Item	Data Elements	Instructions
ARRA-1-01	Name of Project or Activity	Provide a brief descriptive title of the project or activity funded in whole or in part with Recovery Act funds. (If this award funds multiple projects or activities, provide a descriptive title that captures the general focus area, e.g., "COMMUNITY DEVELOPMENT.")
ARRA-1-02	Total Amount of Recovery Funds Received from Federal Agency Identified in Item ARRA-A	Provide the cumulative amount of actual cash received from the Federal agency as of the reporting period end date.
ARRA-1-03a	Amount of recovery funds received that were expended to projects or activities ("Federal Share of Expenditures")	Provide the cumulative total for the amount of Federal fund expenditures. For reports prepared on a cash basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expense charged; the value of third-party in-kind contributions applied; and the amount of cash advance payments and payments made to subcontractors and subawardees. For reports prepared on an accrual basis, expenditures are the sum of cash disbursements for direct charges for property and services; the amount of indirect expense incurred; the value of in-kind contributions applied; and the net increase or decrease in the amounts owed by the recipient for (1) goods and other property received; (2) services performed by employees, contractors, subcontractors, subawardees, and other payees; and (3) programs for which no current services or performance are required.
ARRA-1-03b	Total Federal Program Income Earned	Provide the cumulative amount of program income generated from projects or activities.
ARRA -1-03c	Program Income Expended in Accordance With the Deduction Alternative	Provide the amount of program income that was used to reduce the Federal share of the total project/activity costs.
ARRA-1-03d	Program Income Expended in Accordance With the Addition Alternative	Provide the amount of program income that was added to funds committed to the total project/activity costs and expended to further eligible project or program activities.

<b>Section 2 Project / Activity Information</b>		
Please provide requested information for the project or activity for which Recovery Act funds were awarded.		
Item	Data Elements	Instructions
ARRA-2-01	Description of Project or Activity (code(s))	For awards primarily funding infrastructure projects or activities, provide the North American Industry Classification System (NAICS) code(s) that describe the Recovery Act project or activities under this award. A searchable code list is at <a href="http://www.census.gov/naics/">http://www.census.gov/naics/</a> . For all other awards, provide the National Center for Charitable Statistics "NTEE-NPC" code(s) that describe the Recovery Act project or activities under this award. A searchable code list is at <a href="http://nccsdataweb.urban.org/PubApps/nteeSearch.php?gQry=all-core&amp;codeType=NPC">http://nccsdataweb.urban.org/PubApps/nteeSearch.php?gQry=all-core&amp;codeType=NPC</a> .

ARRA-2-02	Description of Project or Activity (brief narrative)	A description of the overall purpose and expected outcomes or results of the award and first-tier subaward(s), including significant deliverables and, if appropriate, units of measure.
ARRA-2-03	Evaluation of completion status of the project or activity.	Please choose one of the following options: Not started; Less than 50% completed; Completed 50% or more; Fully Completed.
ARRA-2-04	A narrative description of the employment impact of the Recovery Act funded work.	<p>Provide a narrative description of the employment impact of the Recovery Act funded work. This narrative should be cumulative for each calendar quarter and at a minimum, address the impact on the recipient's workforce, and if known, the impact on the workforces of subrecipients. At a minimum, the recipient shall provide—</p> <p>(i) <u>A brief description of the types of jobs created and jobs retained in the United States and outlying areas.</u> "Jobs or positions created" means an estimate of those new positions created and filled, or previously existing unfilled positions that are filled, as a result of Recovery Act funding. "Jobs or positions retained" means an estimate of those previously existing filled positions that are retained as a result of Recovery Act funding. This description may rely on job titles, broader labor categories, or the contractor's existing practice for describing jobs as long as the terms used are widely understood and describe the general nature of the work; and</p> <p>(ii) <u>An estimate of the number of jobs created and jobs retained in the United States and outlying areas.</u> At a minimum, this estimate shall include any new positions created and any existing filled positions that were retained to support or carry out Recovery Act projects or activities managed directly by the recipient, and if known, by subrecipients. The number shall be expressed as "full-time equivalent" (FTE), calculated cumulatively as all hours worked divided by the total number of hours in a full-time schedule, as defined by the recipient. For instance, two full-time employees and one part-time employee working half days would be reported as 2.5 FTE in each calendar quarter.</p> <p>(iii) A job cannot be reported as both created and retained.</p> <p>As use in this instruction, United States means the 50 States and the District of Columbia, and outlying areas means—</p> <p>(1) Commonwealths.</p> <p>(i) Puerto Rico.</p> <p>(ii) The Northern Mariana Islands;</p> <p>(2) <i>Territories.</i></p> <p>(i) American Samoa.</p> <p>(ii) Guam.</p> <p>(iii) U.S. Virgin Islands; and</p> <p>(3) <i>Minor outlying islands.</i></p> <p>(i) Baker Island.</p> <p>(ii) Howland Island.</p> <p>(iii) Jarvis Island.</p> <p>(iv) Johnston Atoll.</p> <p>(v) Kingman Reef.</p> <p>(vi) Midway Islands.</p> <p>(vii) Navassa Island.</p> <p>(viii) Palmyra Atoll.</p> <p>(ix) Wake Atoll.</p>
ARRA-2-05	For infrastructure investments made by State and local governments: Total	Provide the cumulative total cost of investment.

	cost of infrastructure investment made by State and Local governments:.	
ARRA-2-06	For infrastructure investments made by State and local governments: What is the rationale of the Award Recipient for funding the infrastructure investment with funds made available under this Act?	Explain how the infrastructure investment will contribute to one or more purposes of the Recovery Act:  Purposes: (1) To preserve and create jobs and promote economic recovery. (2) To assist those most impacted by the recession. (3) To provide investments needed to increase economic efficiency by spurring technological advances in science and health. (4) To invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits. (5) To stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.
ARRA-2-07	For infrastructure investments made by State and local governments: Who should we contact if we have concerns about this infrastructure investment?	Provide name, phone number, address and email address of the appropriate contact in the state/local government.
ARRA-2-08		

### Section 3 Subrecipient Information

For any first-tier subcontract or subaward funded in whole or in part under the Recovery Act, that is over \$25,000 and not subject to aggregate reporting under Section 4, the recipient shall provide detailed information as follows:.

Item	Data Elements	Instructions
ARRA-3-01	Subrecipient DUNS Number	Provide the subrecipient organization's 9 digit Data Universal Numbering System (DUNS) number or Central Contractor Registration plus 4 extended DUNS number.
ARRA-3-02	Award Number or Other Identifying Number Assigned by the Recipient Entity	Provide the grant/award number (if any) assigned to the subrecipient award by the recipient.
ARRA-3-03	Subrecipient Name:	Legal name of subrecipient as registered in the Central Contractor Registration ( <a href="http://www.ccr.gov">www.ccr.gov</a> )
ARRA-3-04	Subrecipient Location	Physical location as listed in the Central Contractor Registration. For congressional district, use the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5th district, CA-012 for California 12th district, NC-13 for

		North Carolina's 13rd district. If the program/project is outside the US, enter 00-000.
ARRA-3-05	Subrecipient Type	<p>Select primary category from the list of categories below.</p> <p>Recipient Types</p> <p>Government Codes:</p> <ul style="list-style-type: none"> <li>00 State Government</li> <li>01 County Government</li> <li>02 City or Township Government</li> <li>04 Special District Government</li> <li>05 Independent School District</li> <li>06 State Controlled Institution of Higher Education</li> <li>07 Indian/Native American Tribal Government</li> </ul> <p>Nonprofit agencies:</p> <ul style="list-style-type: none"> <li>11 Indian/Native American Tribal Government (Federally Recognized)</li> <li>12 nonprofit organizations</li> <li>13 Not-for profit organizations</li> <li>14 Tribally Designated Housing Entities</li> <li>15 Community Housing Development Organizations</li> </ul> <p>Private:</p> <ul style="list-style-type: none"> <li>20. Private Higher Education</li> <li>21 Individual</li> <li>22 Profit Organization</li> <li>23 Small Business</li> <li>24 Minority-owned Small Business</li> <li>25 Veteran-owned Small Business</li> <li>26 Service disabled Veteran-owned small Business</li> <li>27 All Other</li> </ul>
ARRA-3-06	Subrecipient Category	<p>Select one or more that apply from the list of categories below.</p> <p>Recipient Category (ARRA-3-06)</p> <ul style="list-style-type: none"> <li>A. State Government</li> <li>B. County Government</li> <li>C. City or Township Government</li> <li>D. Special District Government</li> <li>E. Regional Organization</li> <li>F. U.S. Territory or Possession</li> <li>G. Independent School District</li> <li>H. Public/State Controlled Institution of Higher Education</li> <li>I. Indian/Native American Tribal Government (Federally Recognized)</li> <li>J. Indian/Native American Tribal Government (Other than Federally Recognized)</li> <li>K. Indian/Native American Tribally Designated Organization</li> <li>L. Public/Indian Housing Authority</li> <li>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)</li> <li>N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education)</li> <li>O. Private Institution of Higher Education</li> <li>P. Individual</li> <li>Q. For-Profit Organization (Other than Small Business)</li> <li>R. Small Business</li> </ul>

		<p>S. Hispanic-serving Institution</p> <p>T. Historically Black Colleges and Universities (HBCUs)</p> <p>U. Tribally Controlled Colleges and Universities (TCCUs)</p> <p>V. Alaska Native and Native Hawaiian Serving Institutions</p> <p>W. Non-domestic (non-US) Entity</p> <p>X. Other</p>
ARRA-3-07	Amount of Subcontract or Subaward Disbursed	Provide the cumulative amount of cash disbursed to the subawardee or subcontractor as of the reporting period end date.
ARRA-3-08	Total Amount of Subcontract or Subaward (Ultimate Contract/Award Value)	Provide the anticipated total amount of cash to be disbursed to the subawardee or subcontractor by the expiration date of the subaward or subcontract, respectively.
ARRA-3-09	Subaward Date	Provide the date the subcontract or subaward was signed (mm/dd/yyyy).
ARRA-3-10	Primary Performance Location	Provide physical location of primary place of performance.
ARRA-3-11	For the five most highly compensated officers of the entity: the names and total compensation	<p>Provide the names and total compensation of the five most highly compensated officers of the recipient entity if--</p> <p>(1) the recipient in the preceding fiscal year received--</p> <p>(a) 80 percent or more of its annual gross revenues in Federal awards; and</p> <p>(b) \$ 25,000,000 or more in annual gross revenues from Federal awards; and</p> <p>(2) the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986 [26 USCS § 6104].</p> <p>“Total compensation” means the cash and noncash dollar value earned by the executive during the subrecipient’s past fiscal year of the following (for more information see 17 CFR 229.402(c)(2)):</p> <p>(i). Salary and bonus.</p> <p>(ii). Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with FAS 123R.</p> <p>(iii). Earnings for services under non-equity incentive plans. Does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.</p> <p>(iv) Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.</p> <p>(v). Above-market earnings on deferred compensation which is not</p>

		<p>tax-qualified.  (vi). Other compensation. For example, severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property if the value for the executive exceeds \$10,000.</p>
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**Section 4 Subawardee or Subcontract Award Information-Aggregated**  
For subcontracts or subawards valued at less than \$25,000 or any subcontracts or subawards awarded to an individual, or subcontracts or subawards awarded to an entity other than an individual which in the previous tax year had gross income under \$300,000, the recipient shall only report the aggregate number of such first tier subawards and subcontracts awarded in the quarter and their aggregate total dollar amount..

Item	Data Elements	Instructions
ARRA-4-01	Total Number of Subcontracts and Subawards less than \$25,000/award and awarded to individuals	Self-explanatory.
ARRA-4-02	Total Amount of Subcontracts and Subawards less than \$25,000/award and awarded to individuals	Provide the total cumulative amount of cash disbursed to subawardees and subcontractors. This aggregate amount should be cumulative as of the reporting period end date.

STANDARD FORMS FOR FINANCIAL ASSISTANCE

ATTACHMENT D – SF-424, Application for Federal Assistance

ATTACHMENT E - SF-424C, Budget Information for construction Programs

ATTACHMENT F - SF-424D, Assurances for Construction Programs

ATTACHMENT G - SF-LLL, Disclosure of Lobbying Activities