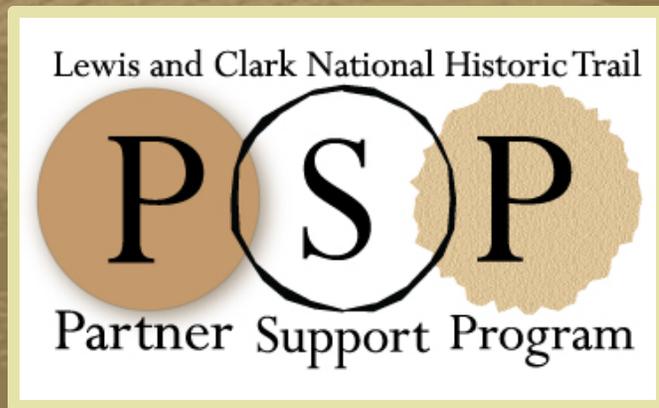


National Park Service
U.S. Department of the Interior
Lewis and Clark National Historic Trail



An Introduction to the Partner Support Program



EXPERIENCE YOUR AMERICA

What is the Partner Support Program?



PSP assists partners with projects and programs along the Trail.

We offer the expertise of a multidisciplinary work team, including the disciplines of outdoor recreation, geography, environmental protection, natural and cultural resources, volunteer management, education and interpretation.

This program utilizes Trail staff as an integral part of a project team.

EXPERIENCE YOUR AMERICA

What Support Does PSP Provide?

PSP provides a broad spectrum of support to partners which includes but is not limited to:

- Technical assistance
- Consultation
- Project and program development
- Facilitation and training
- Funding (with substantial involvement on projects and programs)
- Partnership network development

Frequently Asked Questions

Does PSP offer grants?

No, PSP does not offer grants.

Any funding we award comes hand and hand with our expertise. We become partners in your project.

Funding is based on availability and is awarded on a competitive basis.

Frequently Asked Questions



What is the difference between a grant and a cooperative agreement?

A grant is awarded to achieve a specific goal. Funds awarded for a grant cannot deviate from the original purpose. Cooperative agreements allow for more flexibility and require substantial involvement of the PSP team. PSP will work collaboratively with awardees to ensure successful completion of the project.

Examples:

Project or Program examples:	Grant assistance	Cooperative agreement with substantial involvement
Visitor Center would like a Lewis and Clark interpretive panel installed on site	NPS would provide funding for the project and monitor progress. Awardee is responsible for completion of work.	PSP staff would be involved in the development of the interpretive panel and may provide funding for the panel.
A non-profit would like to develop a Native American school curriculum	NPS would provide funding for the project and monitor progress. Awardee is responsible for completion of work.	PSP staff would be involved in the development of the curriculum, serve on a committee as an equal and may provide funding for the curriculum.
A group of local governments would like to start a water trail.	NPS would provide funding for the project and monitor progress. Awardee is responsible for completion of work.	PSP staff would be involved in the development and design of the water trail, serve on a committee as an equal member and may provide funding.

Benefits of the Partner Support Program



Through PSP, trail staff and partners will work together to protect resources, communicate the stories, and enhance the visitor experience; leaving a legacy for future generations.

EXPERIENCE YOUR AMERICA

Frequently Asked Questions

I would like some technical assistance from PSP, but my request might only take a week of PSP assistance. Do I still need to fill out this application form?

No, Technical Assistance requests that will not exceed two weeks of staff time can be requested without an application; there are no funds associated with these requests. We strongly encourage all requests for assistance to contact members of the PSP team to discuss your needs.

Frequently Asked Questions



Who does the Partner Support Program consider a partner?

The National Park Service and the Lewis and Clark NHT values all of the diverse partners along the trail. The Partner Support Program defines partners as any entity that works to achieve the mission of the Trail.

While PSP desires to nurture and enhance existing partnerships, we welcome the development of new partnerships and encourage new partners to seek PSP assistance.

Frequently Asked Questions



Our nonprofit has an idea for a program. How do we know it would be something that is eligible for the PSP program?

The best way to determine if a project or program would be eligible is to ask if it aligns with our mission:

Lewis and Clark National Historic Trail will work in partnership to protect the Trail for the enjoyment, education, and inspiration of all people.

Frequently Asked Questions

Our group has a great idea for a project that would tie in well with the Lewis and Clark NHT mission, how do I apply to the PSP program?

If you intend to seek funding assistance with technical assistance, applications will only be accepted during an open call through Grants.gov {www.grants.gov}.

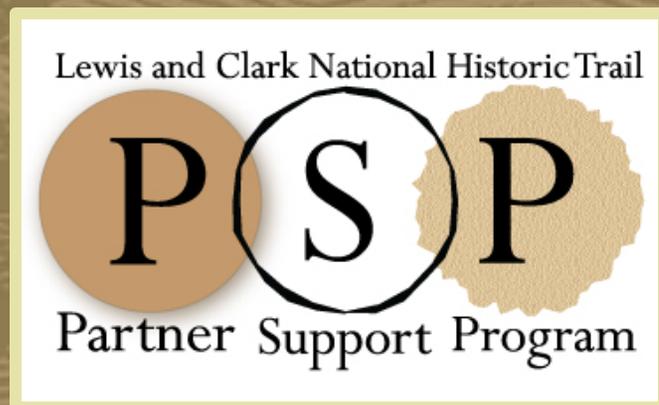
If you are seeking technical assistance only from the Trail, you may submit an application directly to the PSP staff during an open call. These applications are available from our website:

<http://www.nps.gov/lecl/parkmgmt/psppapplication.htm>

National Park Service
U.S. Department of the Interior
Lewis and Clark National Historic Trail



How to apply for assistance through the Partner Support Program



EXPERIENCE YOUR AMERICA

PSP Assistance Eligibility



All non-profit organizations; for-profit organizations; educational institutions; local, state and tribal governments; and private individuals are eligible to request assistance through the Trail Partner Support Program; Entity **must need and accept** substantial technical assistance.

Projects will be considered regardless of geographic location, but must demonstrate a clear connection to the Lewis and Clark National Historic Trail and align with the mission of the Trail.

There is no limit on the number of *Applications for Technical Assistance* submitted, but when funding is available, entities will be limited to a total of \$20,000 in funding for all projects. Products developed with federal funds will transfer copyright ownership to the NPS. These products cannot be sold for profit.

PSP Application Guidance

Application Period

Applications will be accepted beginning January 23, 2012 through February 27, 2012

Awards

Applicants will be notified of application status within 60 days of closing date.

Period of Award

Expenditures that are intended for reimbursement cannot begin until federal funds become available. Trail funded components of the project must be completed by September 30, 2014.

PSP Application Guidance

Awards with Funding- Funds are subject to availability at time of award selection

- Funding will be provided funding on a reimbursable basis and paid by electronic funds transfer.
- A match is not required, but is encouraged to show your contributions to this collaborative effort.
- None of these outlays may come from federal sources.

Awards without Funding

- Partners will receive up to two years of PSP expertise. PSP staff involvement will be determined collaboratively with awardee and outlined in an informal agreement.
- Awardee will be assigned a single point-of-contact who will facilitate this process.

<p>4. Project or Program Description: Provide a detailed summary of the project, program or issue. Articulate clearly and specifically the why, what, where, when and how of the program (include anticipated program products or actions, timelines, locations, benchmarks, budget, essential personnel involved, etc.) (1500 word limit)</p>
<p>5. Projects must demonstrate a clear connection to the Lewis and Clark National Historic Trail and its mission, which is: <i>Lewis and Clark National Historic Trail will work in partnership to protect the Trail for the enjoyment, education, and inspiration of all people.</i></p> <p>Detail how assistance from the National Park Service will help meet both your organization's mission and the mission of the Lewis and Clark National Historic Trail. (500 word limit)</p>
<p>6a. Describe how the proposed project or program meets an unmet public purpose or need. (Relate to local, regional or national levels.) (500 word limit)</p> <p>6b. Identify groups, organizations, or sectors of the public that will benefit from the successful completion of the proposed program or action. Describe the beneficial outcomes to these groups and the general public. (500 word limit)</p>
<p>7. Identify partners who have committed to help accomplish this project: Identify any organizations, agencies, or tribal groups involved in the project's progress or completion. Describe partner roles and responsibilities, including personnel, actions planned or completed, financial support for this project, and history of successful completion of similar projects. (500 word limit)</p>
<p>8a. What contributions will you make to assure successful completion of the project/program? (Describe available resources including personnel, actions planned or completed, and financial support.) (500 word limit)</p> <p>8b. How will the project or program be sustained after Trail technical assistance is completed? (Address staffing, maintenance, financial, and other aspects of long-term management of the project or program.) (500 word limit)</p>
<p>9. Describe the technical assistance requested: Refer to the descriptions below for the general areas of technical assistance available. Describe the type of technical assistance requested including subject matter or area of expertise. Explain how Lewis and Clark staff will support the project (for example: provide consultation or assistance with specific subject matter area, participate on a planning team, program or project scoping, coordination with other organizations, etc.). Describe when and for how long Lewis and Clark staff involvement in the project or program is needed. (500 word limit)</p>
<p>10a. Describe as completely as possible the consideration given to include tribes or tribal consultation in the project. (500 word limit)</p> <p>10b. Describe environmentally responsible practices that will be implemented during the course of the project. (For example: repurposing materials, Green purchases or alternatives, recycling of wastes, etc.) (500 word limit)</p>
<p>11a. Describe anticipated effects to the surrounding environment as a result of the proposed project or program, such as ground disturbance, historic building alterations, and impacts on plants, wildlife or habitats. (500 word limit)</p> <p>11b. How might the project limit public access or impact commercial enterprises? (500 word limit)</p>

Rating Criteria

- Goals and Objectives
- Budget Estimate
- Demonstrated Need and Impact
- Benefits to public, Trail, partner
- Roles of partners, PSP
- Ability to complete and sustain

PSP guidelines

Additional Rating Considerations

- The applicant makes efforts to consult with or include Tribal interests in the planning and/or implementation of the project.
- The applicant plans to incorporate environmentally responsible practices where possible and practical. This includes use of items made with recovered materials that will help conserve energy, water, and other material resources.

PSP Application questions????

- For additional information about applying for Technical Assistance only, please contact the Partner Support Program (PSP) by email at LECL_PartnerSupport@nps.gov or by calling 402-661-1820.
- If you have questions about the Grants.gov process and/or the application and required forms for Technical Assistance with funding:
 - Contact Tonya Bradley, tonya_bradley@nps.gov, 402-661-1656.

Forms Necessary if Requesting Funds

OMB Number: 0348-0049
Expiration Date: 03-31-2012

Application for Federal Assistance SF-424

1. Type of Submission
 Pre-solicitation
 Application
 Change/Corrected Application

2. Type of Assistance
 New
 Continuation
 Revision
* If Revision, select appropriate letter:

3. Date Received
 (Enter date received by agency)
 a. Agency number: _____
 b. Federal agency number: _____

4. Federal Entry Identifier

5. Applicant Information
 a. Applicant Name: _____
 b. DUNS Number: _____
 c. Department: _____
 d. Address:
 Street: _____
 City: _____
 State: _____
 Zip: _____
 e. Organizational Unit:
 Department Name: _____
 Division: _____

6. Name and contact information of person to be contacted on matters relating to this application
 Name: _____
 Title: _____
 Phone: _____
 Fax: _____
 Email: _____

7. Competition Identification Number

8. Areas Affected by Project (City, Counties, States, etc.)

9. Descriptive Title of Applicant's Project

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

9. Type of Applicant 1. Select Applicant Type:
 Individual
 Non-Profit
 State
 Local
 Other (Specify): _____

2. Type of Applicant 2. Select Applicant Type:
 Other (Specify): _____

10. Name of Federal Agency:

11. Catalog of Federal Domestic Assistance Number

12. Funding Opportunity Number:

13. Competition Identification Number:

14. Areas Affected by Project (City, Counties, States, etc.):

15. Descriptive Title of Applicant's Project:

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts (DI)
 a. Applicant: _____ b. Program/Project: _____

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project
 a. Start Date: _____ b. End Date: _____

18. Estimated Funding (\$)
 a. Federal: _____
 b. Applicant: _____
 c. State: _____
 d. Local: _____
 e. Other: _____
 f. Program Income: _____
 g. TOTAL: _____

19. Is this Application Subject to Review By State Under Executive Order 12372 Process?
 a. This application was made available to the State under the Executive Order 12372 Process for review on _____
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? If "Yes," provide explanation in attachment 1.
 Yes No
 If "Yes," provide explanation and attach:

21. (By signing this application, I certify (1) to the statements contained in the list of certifications* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1861))**
 I AGREE

Authorized Representative:
 Name: _____
 Title: _____
 Phone: _____
 Fax: _____
 Email: _____
 Signature of Authorized Representative: _____ State Signed: _____

15. Descriptive Title of Applicant's Project:

Attach supporting documents as specified in agency instructions.

CERTIFICATION REGARDING LOBBYING

1. Underlying Contract, Grants, Loans, and Cooperative Agreements
 a. Underlying contract, grants, loans, and cooperative agreements:

 b. Underlying contract, grants, loans, and cooperative agreements:

2. Certification Regarding Lobbying
 a. I, the undersigned, certify, to the best of his or her knowledge and belief, that:
 No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the leasing of any Federal property, or the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
 If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

b. The undersigned shall require that the language of this certification be included in the award documents for all subcontracts of all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall verify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction covered by section 1352, title 28, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

c. The undersigned shall require that the language of this certification be included in the award documents for all subcontracts of all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall verify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction covered by section 1352, title 28, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. ORGANIZATION
 Name: _____
 Address: _____
 City: _____
 State: _____
 Zip: _____

4. NAME AND TITLE OF AUTHORIZED REPRESENTATIVE
 Name: _____
 Title: _____

5. DATE

6. SIGNATURE
 Signature: _____
 Title: _____

7. FUNDING OPPORTUNITY NUMBER

8. COMPETITION IDENTIFICATION NUMBER

9. AREAS AFFECTED BY PROJECT (CITY, COUNTIES, STATES, ETC.)

10. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT

11. ESTIMATED FUNDING (\$)
 a. Federal: _____
 b. Applicant: _____
 c. State: _____
 d. Local: _____
 e. Other: _____
 f. Program Income: _____
 g. TOTAL: _____

12. IS THIS APPLICATION SUBJECT TO REVIEW BY STATE UNDER EXECUTIVE ORDER 12372 PROCESS?
 a. This application was made available to the State under the Executive Order 12372 Process for review on _____
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

13. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? IF "YES," PROVIDE EXPLANATION IN ATTACHMENT 1.
 Yes No
 If "Yes," provide explanation and attach:

14. AUTHORIZED REPRESENTATIVE
 Name: _____
 Title: _____
 Phone: _____
 Fax: _____
 Email: _____
 Signature of Authorized Representative: _____ State Signed: _____

15. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT

Attach supporting documents as specified in agency instructions.

SF (Standard Form) 424

OMB Number: 4040-004
Expiration Date: 03/31/2012

Application for Federal Assistance SF-424

1.1. Type of Submission:
 Preapplication
 Application
 Changed/Corrected Application

1.2. Type of Application:
 New
 Continuation
 Revision

1.3. Date Received: _____
Completed by Grants.gov upon submission.

1.4. Applicant Identifier: _____

1.5. Federal Entity Identifier: _____

1.6. Federal Award Identifier: _____

State Use Only:

1.7. Date Received by State: _____

1.8. State Application Identifier: _____

2. APPLICANT INFORMATION:

2.1. Legal Name: _____

2.2. Employer/Taxpayer Identification Number (EIN/TIN): _____

2.3. Organizational DUNS: _____

3. Address:

3.1. Street1: _____

3.2. Street2: _____

3.3. City: _____

3.4. County/Parish: _____

3.5. State: _____

3.6. Province: _____

3.7. Country: USA; UNITED STATES

3.8. Zip / Postal Code: _____

4. Organizational Unit:

4.1. Department Name: _____

4.2. Division Name: _____

5. Name and contact information of person to be contacted on matters involving this application:

5.1. Prefix: _____ **5.2. First Name:** _____

5.3. Middle Name: _____

5.4. Last Name: _____

5.5. Suffix: _____

5.6. Title: _____

5.7. Organizational Affiliation: _____

5.8. Telephone Number: _____ **5.9. Fax Number:** _____

5.10. Email: _____

*Three Pages
Approximately 20-minutes to complete
Gold Boxes mandatory to answer*

Page One Must Have:

- Tax ID or EIN
- D-U-N-S number
- Name and Address must match CCR registration
- Contact person who can answer questions regarding project

See Instructions

SF (Standard Form) 424

Application for Federal Assistance SF-424

8. Type of Applicant 1: Select Applicant Type:
[Redacted]

Type of Applicant 2: Select Applicant Type:
[Redacted]

Type of Applicant 3: Select Applicant Type:
[Redacted]

* Other (specify):
[Redacted]

*** 10. Name of Federal Agency:**
[Redacted]

11. Catalog of Federal Domestic Assistance Number:
[Redacted]

CFDA Title:
[Redacted]

*** 12. Funding Opportunity Number:**
[Redacted]

* Title:
[Redacted]

13. Competition Identification Number:
[Redacted]

Title:
[Redacted]

14. Areas Affected by Project (Cities, Counties, States, etc.):
[Redacted]

*** 15. Descriptive Title of Applicant's Project:**
[Redacted]

Attach supporting documents as specified in agency instructions.

Page Two Must Have:

- Applicant Type
 - A. State government
 - B. County government
 - C. City or Township government
 - ETC.
- Agency Name: National Park Service
- CFDA# is: 15.935
- Funding Opportunity # is: DOI-NPS-LECL-E12AC30104
- Title of your project and description

[See Instructions](#)

SF (Standard Form) 424

Application for Federal Assistance SF-424

16. Congressional Districts Of:
 * a. Applicant [redacted] * b. Program/Project [redacted]

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
 * a. Start Date: [redacted] * b. End Date: [redacted]

18. Estimated Funding (\$):

* a. Federal	[redacted]
* b. Applicant	[redacted]
* c. State	[redacted]
* d. Local	[redacted]
* e. Other	[redacted]
* f. Program Income	[redacted]
* g. TOTAL	[redacted]

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**
 a. This application was made available to the State under the Executive Order 12372 Process for review on [redacted].
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**
 Yes No
 If "Yes", provide explanation and attach

21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)
 I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: [redacted] * First Name: [redacted]
 Middle Name: [redacted]
 * Last Name: [redacted]
 Suffix: [redacted]

* Title: [redacted]

* Telephone Number: [redacted] Fax Number: [redacted]

* Email: [redacted]

* Signature of Authorized Representative: Completed by Grants.gov upon submission. * Date Signed: Completed by Grants.gov upon submission.

Page Three Must Have:

- Congressional District of Applicant and those affected by program
- Project start and end dates
- Estimated budget from varying sources; include 'in-kind'
- Majority of applicants will answer C to #19; if questions, tonya_bradley@nps.gov
- Federal Debt Delinquent? Loans, taxes, etc. Explanation needed.
- Certify to Statements and Authorized Representative to sign. Permission to be authorized on file in applicant's office.

SF 424A sec. A. Budget Summary

OMB Approval No. 4040-0006
Expiration Date 07/30/2010

BUDGET INFORMATION - Non-Construction Programs
SECTION A - BUDGET SUMMARY

	Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
			Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1.			\$	\$	\$	\$	
2.							
3.							
4.							
5.	Totals		\$	\$	\$	\$	

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A-102) Page 1

Three Pages to Supplement SF424

Page One Must:

- Indicate how funding will be allocated per program activity
- CFDA#: 15.935
- Estimated funds from federal and non-federal sources
- Do not fill out columns (c) and (d)

See Instructions

SF 424A sec B. Budget Categories

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)					\$
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$	\$	\$	\$	\$
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A-102) Page 1A

Three Pages to Supplement SF424

Page Two Must:

- Shows allocation of funds per activity or function and within each category for that activity or function
- Totals should match totals from sec. A Budget Summary

See Instructions

SF 424A Budget sec. C, D, E, F

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.	\$	\$	\$	\$	
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$	\$	\$	\$
14. Non-Federal	\$	\$	\$	\$	\$
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$	\$
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:		22. Indirect Charges:			
23. Remarks:					

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A-102) Page 2

Three Pages to Supplement SF424

Page Three Must:

- Indicate funds that come from non-federal sources
- Anticipate expenditure schedule
- Indicate funds from other federal sources (can NOT be reimbursed for these)

[See Instructions](#)

SF 424B Assurances

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
- Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4703) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1693, and 1005-1099), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provision in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-040) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1509 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

one of the Davis-Hatch Copeland Act of the Contract U.S.C. §5327-ly-assisted

no purchase of Disaster requires participate in the file the total cost of 10,000 or more, which may be sufficient of der the National (100) and in of violating ion of wetlands not hazards in (k) assurance of e management e conformity of renation Plans of 1955, as

protection of the management of the National System of Public Lands under the National System of Public Lands Act of 1909, as amended (16 U.S.C. §475); and, (l) protection of historic properties, and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§496-1 et seq.).

- Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §475); EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§496-1 et seq.).
- Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §54801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	* TITLE
Completed on submission to Grants.gov	
* APPLICANT ORGANIZATION	* DATE SUBMITTED
	Completed on submission to Grants.gov

Standard Form 424B (Rev. 7-87) Back

Two Pages to Supplement SF424

Page Two Must:

- Be signed by Authorized Person from Organization
- List of Federal Laws applicable to any person or organization receiving federal funds

Certification Regarding Lobbying

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION <input type="text"/>	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input type="text"/>	* First Name: <input type="text"/> Middle Name: <input type="text"/>
* Last Name: <input type="text"/>	Suffix: <input type="text"/>
* Title: <input type="text"/>	
* SIGNATURE: <input type="text"/>	* DATE: <input type="text"/>

One Page Fully Completed

- This form certifies that federal money will not be used to influence any federal employee in awarding any federal grant, contract, cooperative agreement, or extensions of such.
- Certifies that if non-federal funds are intended for this use, SF_LLL must be submitted per its instructions.
- Authorized Official to certify with signature

[See instructions](#)

EXPERIENCE YOUR AMERICA

Lewis and Clark National Historical Trail

601 Riverfront Drive
Omaha, NE 68102
www.nps.gov/lecl
(402)-661-1804



National Park Service
U.S. Department of the Interior

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