

Billing Code: 3510-JE

Department of Commerce

National Oceanic and Atmospheric Administration

OVERVIEW INFORMATION

Federal Agency Name(s): Coastal Services Center (CSC), National Ocean Service (NOS), National Oceanic and Atmospheric Administration (NOAA), Commerce

Funding Opportunity Title: FY2004 Coastal Services Center Broad Area Announcement (BAA).

Announcement Type: This is an initial announcement for this funding opportunity for fiscal year 2004. The NOAA Coastal Services Center (CSC) (will now be referred to as the "Center" throughout this document) is soliciting applications for federal assistance for the following program areas: (1) Landscape Characterization and Restoration (LCR), (2) Geographic Information Systems Integration and Development (GIS I&D), (3) Coastal Remote Sensing (CRS), (4) Information Resources (IR), and (5) Director's Office (DO).

Catalog of Federal Domestic Assistance (CFDA) Number: 11.473, Coastal Services Center

Dates: Applicants applying for federal assistance for the LCR, GIS I&D, CRS, and IR programs, must submit their applications by 5 p.m. EDT, October 6, 2003. Applicants applying for federal assistance under the DO's office must submit applications by 5 p.m. EDT, on October 31, 2003.

All of these programs are covered by Executive Order (EO) 12372 so applicants for grants will need to meet the requirements of the intergovernmental consultation

process established by a particular State and its local governments before Federal agencies take action on the application.

Executive Summary

The Center has five programs soliciting proposals for various projects. The five programs are:

(1) Landscape Characterization and Restoration (LCR) program, seeking proposals where the Center will enter into a two-year cooperative agreement which the cooperator and the Center will jointly develop an environmental characterization of a coastal estuary, watershed, or special management area in the Northeastern United States located entirely or in part within Maine, New Hampshire, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Maryland, Virginia, or North Carolina. Total anticipated funding for a two-year project is estimated to be \$300,000 and no more than one award is anticipated from this announcement.

(2) Geographic Information Systems (GIS) Integration and Development (I&D) program, seeks proposals for a one to two-year cooperative agreements under which cooperators and the Center will jointly develop technical projects related to the goal of the GIS I&D program, which is to provide relevant, easily accessible spatial data, tools, and support services to the coastal resource management community. The GIS I&D program is especially interested in state and local level coastal resource management organizations proposing geospatial solutions to issues related to coastal hazards, smart growth, marine protected areas, permitting systems, data access and distribution, or Internet mapping. Maximum anticipated funding is estimated to be \$200,000 which will likely be spread across multiple projects. Typically, the GIS I&D

program funds two to three projects with awards ranging from about \$50,000 to \$100,000 each.

(3) Coastal Remote Sensing (CRS) program, seeking proposals on applications of remotely sensed coastal spatial data to support coastal resource management decision-making and to help resolve coastal issues. The Center's goal is to aid coastal resource managers while promoting the use of remote sensing technologies and innovations. The Center seeks proposals for a two-year cooperative agreement under which the Center will acquire commercial remote sensing imagery and/or products to the identified issue. The cooperator must show how their management issue will benefit substantially by the inclusion of remotely sensed data. Total anticipated funding is \$25,000 per awards over the two-year period for support of the cooperative agreement. Between one and three awards are anticipated from this announcement.

(4) Information Resources (IR) program, seeking proposals for a one-year grant to make coastal data, products, and publications of importance to U.S. coastal resource managers available on-line using standard documentation formats and information retrieval protocols. Allowable documentation formats are the Federal Geographic Data Committee's (FGDC) content standard for geospatial data, commonly referred to as the FGDC metadata standard, and the Machine Readable Cataloging (MARC) 21 formats. Maximum anticipated funding is \$200,000 for a one-year grant period with projects ranging from \$25,000 to \$100,000. It is anticipated that multiple grants will be funded under this announcement.

(5) Director's Office (DO) program, seeking proposals for grant projects that enhance the organization, implementation, and application of regional coastal ocean observing systems. Coastal observing systems are meant to include the sensors, personnel, and data management that obtain, process and apply regular and sustained

in-situ and/or remote observations of the physical, chemical, and biological environment of Great Lakes, estuaries, and the near shore ocean of the United States. Of particular interest to the Center is the utility of such systems for management of coastal and ocean resources and for the benefit of coastal communities. Total available funding is expected to be between \$1,000,000 and \$15,000,000 depending on congressional appropriation. The DO's program desires to fund two types of projects to benefit the development of regional coastal ocean observing systems: (1) projects that facilitate building partnerships and regional organizational structures for regional observing systems, and (2) regional pilot projects. For the Regional Observation System Coordination, funding is expected to be between \$200,000 and \$500,000. The DO program expects to award two to five grants, ranging from \$20,000 to \$100,000 under the Regional Observation System Coordination. For the Regional Coastal Ocean Observation Pilot Projects, funding is expected to be between \$500,000 and \$14,000,000 dollars. The DO program expects to award two to ten grants ranging from \$100,000 to \$3,000,000 under the Regional Coastal Ocean Observation Pilot Projects.

For this announcement and for all Center programs, selected recipients will either enter into a cooperative agreement with the Center's programs or receive a grant depending upon the amount of the Center program's involvement in the project. Substantial involvement means a cooperative agreement, while independent work requires a grant.

FULL TEXT OF ANNOUNCEMENT

The NOAA Coastal Services Center (Center) is soliciting applications for federal assistance for the following five program areas:

- (1) Landscape Characterization and Restoration (LCR) program
- (2) Geographic Information System, Integration and Development (GIS I&D) program

- (3) Coastal Remote Sensing (CRS) program
- (4) Information Resources (IR) program, and
- (5) Director's Office (DO) program.

This announcement provides guidelines for the Center's program areas and includes details for the evaluation criteria, and selection procedures of each program. Selected recipients will enter into either a cooperative agreement with the Center or receive a grant depending upon the amount of the Center's involvement in the project. Funding for these programs will be contingent upon availability of FY 2004 funding availability. Guiding the conservation and management of coastal resources is a primary function of NOAA. NOAA accomplishes this goal through a variety of mechanisms, including collaboration with the coastal resource management programs of the Nation's states and territories. The mission of the NOAA Coastal Services Center is to support the environmental, social, and economic well being of the coast by linking people, information, and technology. The goal of the Center is to build capabilities throughout the nation to address pressing issues of coastal health and change by promoting resource conservation and efficient and sustainable commercial and residential development.

LANDSCAPE CHARACTERIZATION AND RESTORATION (LCR) PROGRAM - ENVIRONMENTAL CHARACTERIZATION FOR A UNITED STATES ESTUARY, WATERSHED, OR SPECIAL MANAGEMENT AREA IN THE NORTHEASTERN UNITED STATES

I. Funding Opportunity Description for the LCR Program

The Center's LCR program seeks proposals for a two-year cooperative agreement under which a cooperator and the Center will jointly develop an

environmental characterization of a coastal estuary, watershed, or special management area in the Northeastern U.S., located entirely or in part within Maine, New Hampshire, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Maryland, Virginia, or North Carolina. The characterization must focus on one or more needs of resource managers of the chosen estuary, watershed, or special management area and must emphasize examinations of ecosystem function through the integration of physical, ecological, and socioeconomic information. The cooperator will choose the management needs that will focus the characterization: for example, a regional habitat restoration plan, non-point source pollution management plan, long-term dredged material management plan, species recovery plan, or detailed environmental description. Products from the characterization must clearly help managers make resource management, regulatory, or land-use planning decisions. Additionally, products from the characterization must include a geospatial database and a decision support tool that makes use of geospatial data. Proposals must outline a process for disseminating products of the characterization and for training to coastal managers in their use.

NOAA is committed to continual improvement of the grants process and accelerating the award of financial assistance to qualified recipients. In order to fulfill these responsibilities, this solicitation announces that approximately \$300,000 may be available in FY2004, although an award amount will be determined by the proposals and available funds. Applicants are hereby given notice that funds have not yet been appropriated for this program. Note: Last year NOAA had approximately \$300,000 available for this program. No more than one award is anticipated from this announcement.

There is no guarantee that sufficient funds will be available to make awards for all qualified projects. Publication of this notice does not oblige NOAA to award any specific project or to obligate any available funds. If one incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, one would do so solely at one's own risk of these costs not being included under the award.

Statutory authority for this program is provided under 16 U.S.C. 1456c (Technical Assistance); and 33 U.S.C. 1442 (research program respecting possible long-range effects of pollution, overfishing, and man-induced changes of ocean ecosystems).

II. Award Information

Total anticipated funding for a cooperative agreement is \$300,000 and is subject to the availability of FY 2004 appropriations. No more than one award is anticipated from this announcement.

III. Eligibility Information

1. Eligible Applicants

Eligible applicants are institutions of higher education, hospitals, other non-profits, commercial organizations, foreign governments, organizations under the jurisdiction of foreign governments, international organizations, and state, local and Indian tribal governments. Federal agencies or institutions are not eligible to receive Federal assistance under this announcement, but may be project partners. Note: Federal agencies or institutions who are project partners must demonstrate that they have legal authority to receive funds from outside sources in excess of their appropriations.

2. Cost Sharing or Matching

There is no requirement for cost sharing in response to these guidelines.

IV. Application and Submission Information

1. Address to Request Application Package

All applicants are required to submit a NOAA grants application package, budget narrative, curriculum vitae for each principal investigator, and project proposal. The standard NOAA application package includes the SF-424 (Rev. 7-97), Application for Federal Assistance, SF-424A, Budget Information for Non-Construction Programs, SF-424B, Assurances, Non-Construction Programs, and CD-511, Certifications Regarding Debarment, Suspension, and other Responsibility Matters; Drug Free Workplace Requirements and Lobbying. SF-LLL, Disclosure of Lobbying Activities, should only be submitted to the government if applicant is actually reporting lobbying activities. The CD-512, Certifications Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Transactions, is a form that remains in the applicant's file. Applicants should not submit CD-512 to the government. The CD-346, Applicant for Funding Assistance should only be submitted to the government if the applicant is a non-profit entity. All of these forms can be obtained from < <http://www.ofa.noaa.gov/%7Egrants/appkit.html> > or from the Center's website < <http://www.csc.noaa.gov/funding/CSCgrant.html> >. If for some reason the applicant has difficulty downloading the required forms, he or she should contact Violet Legette at 2234 South Hobson Avenue, Charleston, South Carolina 29405-2413 or phone her at 843-740-1222 or email her at < Violet.Legette@noaa.gov >.

2. Content and Form of Application Submission

This announcement is a call for proposals for work under the Center's Landscape Characterization and Restoration Program. The program's goal is to help Federal, state, and local resource managers include ecosystem processes in their resource management, regulatory, and land-use planning decisions. The program and

program partners will work toward this goal by examining interrelationships among ecological, land uses, human demographic, and socioeconomic trends and by developing an environmental characterization that allows management practices to reflect those relationships. Environmental characterizations have both narrative and geospatial components; these include detailed descriptions of the focal management needs and examinations of potential solutions, as well as a spatial database, a customized Geographic Information System interface, and an interactive decision support tool. Characterizations are produced in a digital format and distributed either via CD-ROM or the Internet. The Landscape Characterization and Restoration Program and its cooperators are currently working on, or have completed, characterizations of the ACE Basin (South Carolina), Kachemak Bay (Alaska), Rookery Bay/Belle Meade watershed (Florida), coastal Rhode Island, the central California coast, North Puget Sound (Washington), and the Waianae region of Oahu (Hawaii). Overviews of the program and these characterizations are available through the Internet at < <http://www.csc.noaa.gov/lcr> >.

Roles and Responsibilities

By working in a cooperative partnership, the unique skills, capabilities, and experiences of the Center and the cooperator will be combined to offer an opportunity for each organization to further its goals. In their proposals, potential cooperators shall explicitly propose the respective roles and responsibilities of the Center and the cooperator. General areas of responsibilities that the Center has had in past projects include: development of spatial models, analyses, and data to address the identified management needs; guidance in the development of socioeconomic information and analyses; design of GIS and HTML architectures; and compilation of final products onto CD-ROM or Internet sites. Any questions about appropriate roles for the Center can be

directed to < Linda.Rowe@noaa.gov >. Cooperators are responsible for managing the project and coordinating with the Center; identifying the management needs that guide development of the characterization; identifying the information required to address the needs; developing and collecting the information (text, tables, graphics, charts, and maps) and tools (organizational structure and models) required to address the management needs; developing partnerships with other members of the resource management community; developing spatial data and metadata; determining how the products should be organized to maximize usefulness within the resource management community; and distributing the products to the coastal management community and conducting training in their use. All proposals must include sections on the following topics:

a. Goal(s), Objective(s), and Geographic Area. Identify on a map and describe in the narrative the specific geographic area that will be examined.

- Identify the specific management objective(s) of the project, including: The management goals that are currently not being achieved; how the characterization products from this cooperative agreement will significantly address that deficiency; and the benefits that will result to the cooperators, partners, public, and resource management community.

b. Background. Provide sufficient background information for reviewers to independently assess the local significance and regional importance of the management objectives that will be addressed by the characterization. Summarize the status of any ongoing efforts by the cooperator and partners to address these objectives.

c. Audience. Identify potential users of the characterization, how those users will incorporate the characterization in their management of natural resources, and identify any training that will be needed for users to make full use of the characterization.

- d. Proposed Work Plan. Provide a general methodology that:
- Outlines the expected narrative components of the characterization CD-ROM or Web site; identifies spatial data needs, existing sources, and plan for acquiring or compiling data; describes the decision-support tool, anticipated output, and uses for the intended audience; identifies a plan for disseminating the products and training coastal managers in their use; divides the project according to a timeline into discrete steps; identifies critical decision points; discusses any obstacles to completing the project that may require special planning; and explicitly outlines the respective roles of the cooperator, partners, and the Center.

One of the initial activities after the cooperative agreement is awarded will be for the Center and the cooperator to prepare a detailed work plan that explains how the resources of all parties will be leveraged to produce the characterization. The work plan that is required for the proposal is less detailed but should demonstrate that the cooperator and partners have sufficient local knowledge of the management problems to lead an innovative effort directed toward developing appropriate solutions. The outline for the narrative portions of the characterization should list the major topics (e.g., physical environment, economic trends) and immediate subordinate themes (e.g., geology, industry profile). The outline also should show how the proposed decision support tool will be integrated with the other information in the characterization. The outline also should clearly allow reviewers to ascertain the balance between physical, ecological, socioeconomic, and geospatial components of the characterization, and provide a quality control plan that includes a plan for reviewing the content of the characterization.

e. Project Management, Partners, and Support. Describe how the lead cooperator will manage the project and coordinate with the Center. Identify how the project will progress and how the work plan will be implemented by the cooperator(s). Identify who will be involved in planning, content development, and review of the characterization products, and identify how coordination among these groups will be achieved. When formal partnerships already exist, include letters from partners that acknowledge their role in the project and their commitment and willingness to participate in the project. When formal partnerships do not already exist, describe plans for developing them. Describe the resources the cooperators and partners have for conducting the project, including personnel qualifications (education, experience, and time available to work on the project), facilities, equipment, and, to the extent practicable, the information and tools already available. Describe how widely the project is supported within the resource management community and offer evidence of that support.

f. Milestone Schedule. List target milestones, timelines, and describe how each milestone addresses project objectives. The time period targeted for the award is approximately 24 months, but can vary depending on need. The timeline should include three months at the end to work with the Center on final assembly, review, and editing of the products.

g. Project Budget. Provide a detailed budget description that follows the categories and formats in the NOAA grants package and a brief narrative justification of the budget.

3. Submission Dates and Times

Applications are due by 5 p.m. EDT, October 6, 2003 to the attention of Linda Rowe, Room 236B at the NOAA Coastal Services Center, 2234 South Hobson Avenue,

Charleston, South Carolina 29405-2413. Applications received after that time will not be reviewed. The applicant must submit one original and two copies of the proposal(s).

4. Intergovernmental Review

Applications under the Center's LCR program are subject to Executive Order 121372, "Intergovernmental Review of Federal Programs." It is the state agency's responsibility to contact their state's Single Point of Contact (SPOC) to find out about and comply with the State's process under EO 12372. To assist the applicant, the names and addresses of the SPOCs are listed in the Office of Management and Budget's home page at < <http://www.whitehouse.gov/omb/grants/spoc.html> >.

5. Funding Restrictions

There are no funding restrictions under the Center's LCR program. The Center's LCR program is seeking applications for non-construction projects.

6. Other Submission Requirements

In addition to the proposal(s), the applicant must submit a complete NOAA grant application package (with signed originals). No e-mail or fax copies will be accepted. Project proposals must total no more than 10 pages (double spaced, 12-point font, and exclusive of appendices). Appendices should be limited to materials that directly support the main body of the proposal; e.g., support letters, resumes, lists of data sources, maps. Letters of support may be mailed separately, but must be received by the October 6, 2003, deadline. All appendix material must be unbound.

V. Application Review Information

1. Evaluation Criteria (With Weights)

a. Importance/relevance and Applicability of proposal to the program goals (20 points). This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, federal, regional, state, or local activities. For the LCR

program this includes: How well the proposal demonstrates the local significance and regional importance of the need(s) or management objective(s) that will guide development of the information resource. At a minimum, the proposal must identify management goals that are not currently being achieved, describe how characterization products from this cooperative agreement will significantly address that deficiency, and state the benefits that will result to the public and resource management community.

b. Technical/scientific merit (40 points). This criterion assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. For the LCR program this includes:

How well the proposal divides the project into discrete tasks that make effective use of the technical capabilities of the cooperator, partner(s), and the Center. How well the proposal identifies a plan for managing project tasks, coordinating among the various contributors, and implementing product development. This criterion includes such factors as the technical merit of the process that the cooperator has outlined for developing the characterization and the proposed role for the Center in its development.

How well the proposed work will integrate technology; socioeconomic, physical, and ecological information; and public participation to accomplish project goals and objectives. This criterion measures both the scope of the proposed project and the integration of its various components.

c. Overall qualifications of applicants (10 points). This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish this project. For the LCR program this includes: How well the proposal demonstrates that the project is broadly supported

by the resource management community; that a broad group of resource managers and constituents will benefit from the product(s) and contribute to their design and assembly; and that a broad group of resource managers will use the product(s). This criterion includes such features as a formal public involvement plan, a plan for managing the partnership team involving communication and decision-making strategies, letters of support from users and partners, and a plan for disseminating the products and training the coastal management community in their use.

d. Project costs (10 points). This criterion evaluates the budget to determine if it is realistic and commensurate with the project needs and time-frame. For the LCR program this includes: How well the applicant demonstrates that the budget is commensurate with project needs and that the partnerships employed will improve the overall cost effectiveness of the project and value of the products by contributing funds, expertise, or other resources.

e. Outreach and education (20 points). This criterion assesses whether the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. For the LCR program this includes: How well the applicant integrates outreach and education activities into the work in order to assure that the project outputs will significantly address the management issue(s) targeted by the project.

2. Selection Process

An initial administrative review is conducted to determine compliance with requirements and completeness of the application. A review panel will be established to evaluate proposals on the basis of the evaluation criteria listed above. The panelists will provide individual evaluations on proposals, thus there will be no consensus recommendation. All proposals reviewed will be ranked according to the average score

and the selecting official (the Center's Director) will award in rank order, unless the proposal is justified to be selected out of rank order based upon one or more of the selection factors below. Thus proposals with the highest scores may not necessarily be selected for an award. The Selecting Official makes the final recommendations for award to the Grants Officer who is authorized to obligate the funds.

3. Selection Factors

The merit review ratings shall provide a rank order to the Selecting Official for final funding recommendations. The Selecting Official shall award in the rank order unless the proposal is justified to be selected out of rank order based upon (1), (2), (3), (5) and (6) of the following factors:

- (1) Availability of funding
- (2) Balance/distribution of funds
 - a. Geographically
 - b. By type of institutions
 - c. By type of partners
 - d. By research areas
 - e. By project types
- (3) Duplication of other projects funded or considered for funding by NOAA/federal agencies
- (4) Program priorities and policy factors
- (5) Applicant's prior award performance
- (6) Partnerships with/Participation of targeted groups

GEOGRAPHIC INFORMATION SYSTEMS INTEGRATION AND DEVELOPMENT (GIS I&D) PROGRAM - APPLICATIONS OF SPATIAL TECHNOLOGY FOR COASTAL

MANAGEMENT

I. Funding Opportunity Title for the GIS I&D Program

The Center's GIS I&D program seeks proposals for a one to two-year cooperative agreements under which cooperators and the Center will jointly develop technical projects related to the goal of the GIS I&D program, which is to provide relevant, easily accessible spatial data, tools, and support services to the coastal resource management community. The GIS I&D program and its partners will work towards this goal by addressing issues as defined in the project proposal, working with the impacted community or communities to design and develop a product that addresses local needs and skill sets, and considering the products broader applicability to other states or localities. A priority of the GIS I&D program is to fund state and local level coastal resource management organizations proposing geospatial solutions to issues related to the following; coastal hazards, smart growth, marine protected areas, permitting systems, data access and distribution, or Internet mapping.

NOAA is committed to continual improvement of the grants process and accelerating the award of financial assistance to qualified recipients. In order to fulfill these responsibilities, this solicitation announces that approximately \$200,000 may be available in FY2004, in award amounts to be determined by the proposals and available funds. Applicants are hereby given notice that funds have not yet been appropriated for this program. Note: Last year NOAA had approximately \$300,000 available for this program. Typically, the GIS I&D funds two to three projects with awards ranging from about \$50,000 to \$100,000 each. The award level is contingent on methodology, level of detail, and both the technical and geographic scope of the project.

There is no guarantee that sufficient funds will be available to make awards for all qualified projects. Publication of this notice does not oblige NOAA to award any

specific project or to obligate any available funds. If one incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, one would do so solely at one's own risk of these costs not being included under the award.

Statutory authority for the Center's GIS I&D program is 33 U.S.C. 883a (surveys and other activities), 33 U.S.C. 883c (geomagnetic data; collection, correlation, and dissemination) and 16 U.S.C. 1456c (Technical Assistance).

II. Award Information

Total anticipated funding for a cooperative agreement is \$200,000 (two to three awards ranging from \$50,000 to \$100,000) and is subject to the availability of FY 2004 appropriations.

III. Eligibility Information

1. Eligible Applicants

Eligible applicants are institutions of higher education, hospitals, other non-profits, commercial organizations, foreign governments, organizations under the jurisdiction of foreign governments, international organizations, and state, local and Indian tribal governments. Federal agencies or institutions are not eligible to receive Federal assistance under this announcement, but may be project partners. Note: Federal agencies or institutions who are project partners must demonstrate that they have legal authority to receive funds from outside sources in excess of their appropriations.

2. Cost Sharing or Matching

There is no requirement for cost sharing in response to GIS I&D program announcement.

IV. Application and Submission Information

1. Address to Request Application Package

All applicants are required to submit a NOAA grants application package, budget narrative, curriculum vitae for each principal investigator, and project proposal. The standard NOAA application package includes the SF-424 (Rev. 7-97), Application for Federal Assistance, SF-424A, Budget Information for Non-Construction Programs, SF-424B, Assurances, Non-Construction Programs, and CD-511, Certifications Regarding Debarment, Suspension, and other Responsibility Matters; Drug Free Workplace Requirements and Lobbying. SF-LLL, Disclosure of Lobbying Activities, should only be submitted to the government if applicant is actually reporting lobbying activities. The CD-512, Certifications Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Transactions, is a form that remains in the applicant's file. Applicants should not submit CD-512 to the government. The CD-346, Applicant for Funding Assistance should only be submitted to the government if the applicant is a non-profit entity. All of these forms can be obtained from < <http://www.ofa.noaa.gov/%7Egrants/appkit.html> > or from CSC's website < <http://www.csc.noaa.gov/funding/CSCgrant.html> >. If for some reason the applicant has difficulty downloading the required forms, he or she should contact Violet Legette at 2234 South Hobson Avenue, Charleston, South Carolina 29405-2413 or phone her at 843-740-1222 or email her at < Violet.Legette@noaa.gov >.

2. Content and Form of Application Submission

This announcement is a call for proposals for work under the Center's GIS I&D Program. The Center's GIS I&D program's principal products seek to link the technical benefits of GIS with the needs of the coastal resource management community to enhance visualization and decision making capabilities. Final products typically are in a digital format and distributed via a training module, CD-ROM, or the Internet. Products often include a spatial database, a customized GIS interface, and a narrative that

provides a detailed overview of the focal management issues, how the accompanying information was used to examine potential solutions, how the product can be applied to other coastal areas, and how the overall product can be used in future decision-making. An overview of the program, and past and current projects, is available through the Internet at < <http://www.csc.noaa.gov/id/> >. This FY 2004 announcement is intended to accommodate a broad range of issues faced by state and local coastal resource management agencies and organizations. The program's objective in considering a broad range of issues is to allow individual coastal communities the opportunity to propose projects that speak to the most relevant or urgent issues for their area and to guide discussion relative to the development of innovative approaches for addressing these issues.

Roles and Responsibilities

By establishing a cooperative partnership, the unique skills, capabilities, and experiences of the Center and the cooperator will be combined to offer an opportunity for each organization to further its goals. In order to clearly define the nature of this relationship, the proposal shall explicitly state the respective roles and responsibilities of the Center and the cooperator. Also, the work plan that is outlined within the proposal should demonstrate that the cooperator and partners have sufficient local knowledge of the management problem to devise an effective and systematic approach toward the development of appropriate solutions. Once the award has been made, a primary task for the Center and the cooperator will be to collectively review and develop the final implementation plan to describe how the resources of all parties will be leveraged to produce the final products, the time line for the project, and the process for accomplishing project tasks.

The Center's technical role in past projects has generally included, but is not

limited to, the development of spatial data tools, analyses, and data to address a variety of management issues; the design of GIS and Web-based architectures; and the compilation of final products into a training module, CD-ROM, Web site, or other distribution mechanism. More information regarding the degree of involvement or potential role of the Center in a given project may be found at < <http://www.csc.noaa.gov/id/> >. Any questions about appropriate roles for the Center can be directed to < Hamilton.Smillie@noaa.gov >.

General areas of responsibility that cooperators have had in the past have included the following: identifying the management issues that guide development of the information resource; identifying the information needed to address the issues; developing partnerships with other members of the coastal management community; developing, collecting, and synthesizing the information (e.g., spatial data, text, tables, graphics, charts, and maps) and tools needed to address the management issues; developing metadata; and determining how the products should be organized to maximize usefulness within the coastal management community. It is anticipated the cooperator will fully participate in the development of the final product design and implementation. All projects proposals must include sections on the following topics:

a. Project Background/Introduction. Briefly discuss the critical coastal management issue addressed within the proposal, as well as the data and/or analyses required to address this issue. Identify the basic project goals and any objectives. Discuss in the applicability of the issue and anticipated final product to a broader range of customers or areas.

b. Project Description/Methodology. Address the general work plan and deliverables. Methodology should specifically define methods to address the stated problem or issue, including a description of the types of technology or software that will

be applied. Database format must be adequately described (if appropriate) and include a supplemental descriptor file or metadata that contains the information necessary for completing an FGDC-compliant metadata record for any data that are created or used within the project.

c. Project Partners and Subcontractors. Identify any project partners and describe their respective roles. When formal partnerships already exist, include letters from partners that demonstrate that they understand their role in the project and the authority of the lead agency in product development, and that they are willing to participate in that manner. When formal partnerships do not already exist, describe plans for developing them. Describe the resources available to cooperators and partners to conduct the project, including personnel qualifications (i.e., education, experience, and time available to work on the project), facilities, equipment, and, to the extent practicable, the information and tools already available. Describe how widely the project is supported within the resource management community and offer evidence of that support.

d. Milestone Schedule. List target milestones and their respective time lines.

e. Project Budget. Proposals should provide a detailed budget breakdown that follows the categories and formats in the NOAA grants package and a brief narrative that justifies each item.

3. Submission Dates and Times

Applications are due by 5 p.m. EDT, October 6, 2003 to the attention of Hamilton Smillie, Room 153, at the NOAA Coastal Services Center, Charleston, South Carolina, 29405-2413. Applications received after that time will not be reviewed. The applicant must submit one original and two copies of the proposal(s).

4. Intergovernmental Review

Applications under the Center's GIS I&D program are subject to Executive Order 12372, "Intergovernmental Review of Federal Programs". It is the state agency's responsibility to contact their state's Single Point of Contact (SPOC) to find out about and comply with the State's process under EO 12372. To assist the applicant, the names and addresses of the SPOCs is listed in the Office of Management and Budget's home page at: < <http://www.whitehouse.gov/omb/grants/spoc.html> >.

5. Funding Restrictions

There are no funding restrictions under the Center's GIS I&D program. The Center's GIS I&D program is seeking applications for non-construction projects.

6. Other Submission Requirements

In addition to the proposal(s), the applicant must submit a complete NOAA grant application package (with signed originals). No e-mail or fax copies will be accepted. All project proposals must total no more than 10 pages (double spaced, 10 or 12-point fonts, and exclusive of appendices). Appendices should be limited to materials that directly support the main body of the proposal (e.g., support letters, resumes, lists of data sources, maps). Letters of support may be mailed separately, but must be received by the October 6, 2003, deadline. All appendix material must be unbound.

V. Application Review Information

1. Evaluation Criteria (With Weights)

a. Importance/relevance and Applicability of proposal to the program goals (40 points). This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, federal, regional, state or local activities. For the GIS I&D program this includes: How well the proposal demonstrates the local significance and regional importance of the issues(s) or management objective(s) that will guide development of the project. At a minimum, the proposal must identify coastal

management goals that currently are not being achieved, describe how products from this project will significantly address that deficiency, and state the benefits that will result to the public and coastal management community. How well the applicant demonstrates that the project outcomes will significantly address the coastal management issue(s) targeted by the project and that the collective resources of the applicant and partners will ensure projected outcomes are met. If the project is scientifically based, how well the project integrates and applies the results to solve coastal management issues.

b. Technical/scientific merit (30 points). This criterion assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. For the GIS I&D program this includes: How well the proposed work takes an innovative approach to the application and integration of technology, spatial data, and policy to address issues and accomplish project goals and objectives. This criterion includes such factors as the technical merit of the process that the cooperator has outlined for developing the information resource and the perceived role for the Center in its development.

c. Overall qualifications of applicants (15 points). This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. For the GIS I&D program this includes: How well the applicant demonstrates their qualifications and expertise in the topic areas related to the proposed project. How well the proposal divides the project into discrete tasks that make effective use of the capabilities of the cooperator, partner(s), and the Center. How partnerships developed for the project will enhance capacity to address coastal management issues through data and information sharing and collaborations.

d. Project costs (10 points). This criterion evaluates the budget to determine if it is realistic and commensurate with the project needs and time-frame. For the GIS I&D program this includes: How well the applicant demonstrates that the budget is commensurate with project needs and that the partnerships employed will improve the overall cost effectiveness of the project. Additionally, how well the proposal demonstrates: that the project is broadly supported by the coastal management community; that a broad group of coastal managers and constituents will benefit from contributing to design and assembly of product(s); and that a broad group of coastal managers will use the product(s) making them cost effective.

e. Outreach and education (5 Points). This criterion assesses whether the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. For the GIS I&D program this includes: How well the proposed project addresses the goals of the National Spatial Data Infrastructure by making spatial data and tools accessible through documentation and distribution mechanisms such as clearinghouses. More information on the NSDI can be found at < <http://www.csc.noaa.gov/themes/nsdi/> >. Additionally, how well the proposal demonstrates that appropriate measures will be undertaken to ensure that the outreach and education goals of the proposal are met. Outreach and educational materials and mechanisms may include presentations, papers, posters, workshops, flyers, data distribution mechanisms, courses, and other information sharing mechanisms.

2. Selection Process

An initial administrative review is conducted to determine compliance with requirements and completeness of the application. A review panel will be established to evaluate proposals on the basis of the evaluation criteria listed above. The panelists

will provide individual evaluations on proposals, thus there will be no consensus recommendation. All proposals reviewed will be ranked according to the average score and the selecting official (the Center's Director) will award in rank order, unless the proposal is justified to be selected out of rank order based upon one or more of the selection factors below. Thus proposals with the highest scores may not necessarily be selected for an award. The Selecting Official makes the final recommendations for award to the Grants Officer who is authorized to obligate the funds.

3. Selection Factors

The merit review ratings shall provide a rank order to the Selecting Official for final funding recommendations. The Selecting Official shall award in the rank order unless the proposal is justified to be selected out of rank order based upon (1), (2), (3), (5) and (6) of the following factors:

- (1) Availability of funding
- (2) Balance/distribution of funds
 - a. Geographically
 - b. By type of institutions
 - c. By type of partners
 - d. By research areas
 - e. By project types
- (3) Duplication of other projects funded or considered for funding by NOAA/federal agencies
- (4) Program priorities and policy factors
- (5) Applicant's prior award performance
- (6) Partnerships with/Participation of targeted groups

COASTAL REMOTE SENSING (CRS) PROGRAM - USE OF COMMERCIAL REMOTE

SENSING PRODUCTS TO SOLVE COSTAL MANAGEMENT ISSUES

I. Funding Opportunity Description for the CRS Program

The Center's CRS program seeks proposals for a two-year cooperative agreement on applications of remotely sensed coastal spatial data to support coastal resource management decision-making and to help resolve coastal issues. The Center's goal is to aid coastal resource managers while promoting the use of remote sensing technologies and innovations. The Center seeks proposals for a two-year cooperative agreement under which the Center will acquire commercial remote sensing imagery and/or products, and the cooperator and the Center will apply acquired data and/or products to the identified issue. The cooperator must show how their management issue will benefit substantially by the inclusion of remotely sensed data. The remote sensing data or products must clearly help managers make resource management, regulatory, or land-use planning decisions. The proposing team must include the management organization or agency that will use the products for their decision making. The Center will acquire the remotely sensed data or derived products during the first year of the agreement. Both terrestrial and aquatic issues are of interest. The Center will acquire the commercial remote sensing resources during the first year via a contract mechanism to the private sector and expects to contract up to \$1,000,000. The cooperator is expected to make use of the acquired resources during the second year.

NOAA is committed to continual improvement of the grants process and accelerating the award of financial assistance to qualified recipients. In order to fulfill these responsibilities, this solicitation announces that approximately \$75,000 over two-years may be available in FY2004, in award amounts to be determined by the proposals and available funds. Applicants are hereby given notice that funds have not yet been appropriated for this program. Note: Last year NOAA had approximately \$20,000

available for this program. Between one and three awards are anticipated from this announcement with \$25,000 per award over a two-year period.

There is no guarantee that sufficient funds will be available to make awards for all qualified projects. Publication of this notice does not oblige NOAA to award any specific project or to obligate any available funds. If one incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, one would do so solely at one's own risk of these costs not being included under the award.

The award funding does not include the anticipated cost of the remote sensing products as these will be separately contracted by the Center. The remote sensing data/products contract will not be awarded to the cooperative agreement applicant.

Statutory authority for this program is provided under 16 U.S.C. 1456c (Technical Assistance).

II. Award Information

Total anticipated funding for cooperative agreements are \$75,000 over two-years and is subject to the availability of FY 2004 and FY 2005 appropriations. Between one and three awards are anticipated from this announcement with \$25,000 per award over a two-year period.

III. Eligibility Information

1. Eligible Applicants

Eligible applicants are state, local and Indian tribal governments, institutions of higher education, and other non-profits. Federal agencies or institutions are not eligible to receive Federal assistance under this announcement, but may be project partners.

Note: Federal agencies or institutions who are project partners must demonstrate that they have legal authority to receive funds in excess of their appropriation.

2. Cost Sharing

There is no requirement for cost sharing in response to CRS program announcement.

IV. Application and Submission Information

1. Address to Request Application Package

All applicants are required to submit a NOAA grants application package, budget narrative, curriculum Vitae for each principal investigator, and project proposal. The standard NOAA application package includes the SF-424 (Rev. 7-97), Application for Federal Assistance, SF-424A, Budget Information for Non-Construction Programs, SF-424B, Assurances, Non-Construction Programs, and CD-511, Certifications Regarding Debarment, Suspension, and other Responsibility Matters; Drug Free Workplace Requirements and Lobbying. SF-LLL, Disclosure of Lobbying Activities, should only be submitted to the government if applicant is actually reporting lobbying activities. The CD-512, Certifications Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Transactions, is a form that remains in the applicant's file. Applicants should not submit CD-512 to the government. The CD-346, Applicant for Funding Assistance should only be submitted to the government if the applicant is a non-profit entity. All of these forms can be obtained from < <http://www.ofa.noaa.gov/%7Egrants/appkit.html> > or from the Center's website < <http://www.csc.noaa.gov/funding/CSCgrant.html> >. If for some reason the applicant has difficulty downloading the required forms, he or she should contact Violet Legette at 2234 South Hobson Avenue, Charleston, South Carolina 29405-2413 or phone her at 843-740-1222 or email her at < Violet.Legette@noaa.gov >.

2. Content and Form of Application Submission

This announcement is a call for proposals for work under the Center's CRS Program. The Center conducts a variety of projects that directly apply to the state and

local coastal resource management community. The goal of the Coastal Remote Sensing (CRS) program is to link coastal resource managers with meaningful data, information and products derived from remote sensing technology. Through partnerships with public and private organizations, CRS strives to deliver high-quality products useful for coastal resource management decision-making.

In FY 2004, the Center expects to award grants and cooperative agreements to organizations across the United States with proven abilities to implement practical solutions at a state and local level. Proposed topics must relate to coastal decision support using remotely sensed information. All project proposals received that meet the topic criteria will be reviewed for technical merit and management relevance. Proposers are expected to understand the management needs, but not necessarily be experts in remote sensing. Technical merit will be based upon the applicability of remote sensing to the management issue.

Roles and Responsibilities

By working in a cooperative partnership, the unique skills, capabilities, and experiences of the Center and the cooperator will be combined to offer an opportunity for each organization to further its goals. In their proposals, potential cooperators shall explicitly propose the respective roles and responsibilities of the Center and the cooperator. Part of the Center's role will be to determine the remote sensing products that represent the best value to the government and the management issue, and to acquire the remote sensing resources. General areas of responsibilities that the Center can offer include: remote sensing technical expertise; spatial modeling; data visualization; data fusion; and compilation of final products. The Center can commit up to 0.5 full-time equivalents (FTE) per year for its responsibilities, if needed. Any questions about appropriate roles for the Center can be directed to <

Kirk.Waters@noaa.gov >.

Potential general areas of responsibility anticipated for applicants include: identifying the management issues benefitting from remote sensing resources; identifying the information needed to address the issues; developing partnerships with other members of the coastal management community; developing and collecting the information (text, tables, graphics, charts, and maps) and tools needed to address the management issues; developing metadata; and determining how the products should be organized to maximize usefulness within the coastal management community. All project proposals must include the sections on the following topics:

a. Goals and Objectives. Describe specifically how remote sensing data will be used in your decision making process for the management issue.

b. Background/Introduction. Provide background on this problem and some perspective on existing understanding of this issue.

c. Audience. Describe how the results of this project are anticipated to be implemented at the state coastal resource management level.

d. Project Description/Methodology. Describe the specifics of the project (4-5 page maximum). This must include information regarding the remote sensing data needs (e.g. spatial, temporal, and/or spectral resolution, accuracy, etc.) required for the management need.

e. Project Partners. Identify project partners and their respective roles.

f. Milestones and Outcomes. List target milestones, time lines, and desired outcomes in terms of products and/or services.

g. Project Budget. Proposal should provide a detailed budget breakdown that follows the categories and formats in the NOAA grant package and a brief narrative that justifies each item. This budget should not include the estimated cost of the remote

sensing resources. It is recommended that the proposers do estimate the cost of the remote sensing resources to ensure their proposal is within the scope of this announcement.

3. Submission Dates and Times

Applications are due by 5 p.m. EDT, October 6, 2003 to the attention of Kirk Waters, Room 103, at the NOAA Coastal Services Center, Charleston, South Carolina, 29405-2413. Applications received after that time will not be reviewed. The applicant must submit one original and two copies of the proposal(s).

4. Intergovernmental Review

Application under the Center's CRS program is subject to Executive Order 12372, "Intergovernmental Review of Federal Programs". It is the state agency's responsibility to contact their state's Single Point of Contact (SPOC) to find out about and comply with the State's process under EO 12372. To assist the applicant, the names and addresses of the SPOCs is listed in the Office of Management and Budget's home page at < <http://www.whitehouse.gov/omb/grants/spoc.html> >.

5. Funding Restrictions

There are no funding restrictions under the CRS program. This CRS program is seeking applications for non-construction projects.

6. Other Submission Requirements

In addition to the proposal(s), the applicant must submit a complete NOAA grant application package (with signed originals). No e-mail or fax copies will be accepted. All project proposals must total no more than 10 pages (double spaced, 12- point font, minimum one-inch margins, and exclusive of appendices). Appendices should be limited to materials that directly support the main body of the proposal, (e.g., support letters, resumes, lists of data sources, maps). Letters of support may be mailed separately, but

must be received by October 6, 2003, deadline. All appendix material must be unbound. Although applicants are not required to submit more than three copies (including the original) of the proposal, the normal review process utilizes five copies. If applicants wish all reviewers to receive color, unusually sized (other than 8.5 x 11), or otherwise unusual materials submitted as part of the proposal, they should submit sufficient proposal copies for the full review process.

V. Application Review Information

1. Evaluation Criteria (With Weights)

a. Importance/relevance and Applicability of proposal to the program goals (40 points). This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, federal, regional, state, or local activities. For the CRS program this includes: How well does the proposed project (directly or indirectly) address a critical national, regional, state, tribal or local coastal resource management need that would clearly benefit from remote sensing data. How effectively does the project involve a state or local coastal management agency, National Estuarine Research Reserve, or National Marine Sanctuary. How clearly does the proposed project define the management audience and do the products have clearly defined users.

b. Technical/scientific merit (35 points). This criterion assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. For the CRS program this includes: How clear and concise are the project goals and objectives. How integral are remote sensing resources in addressing the management issue. How well defined and appropriate are the remote sensing requirements (e.g. spatial, temporal, and/or spectral resolutions or accuracies) to the management issue.

c. Overall qualifications of applicants (10 points). This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. For the CRS program this includes: How capable are the proposers of conducting a project of the scope and scale proposed?

d. Project costs (5 points). This criterion evaluates the budget to determine if it is realistic and commensurate with the project needs and time-frame. For the CRS program this includes: How reasonable is the cost estimate of the remote sensing resources required.

e. Outreach and education (10 points). This criterion assesses whether the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. For the CRS program this includes: How appropriate is the proposers plan to demonstrate the usefulness of their project to the general public. How effective is the proposed project in creating a more informed and educated user community.

2. Selection Process

An initial administrative review is conducted to determine compliance with requirements and completeness of the application. A review panel will be established to evaluate proposals on the basis of the evaluation criteria provided above. The panelists will provide individual evaluations on the proposals, thus there will be no consensus recommendation. All proposals reviewed will be ranked according to the average score and the selecting official (the Center's Director) will award in rank order based upon one or more of the selection factors below. Thus proposals with the highest scores may not necessarily be selected for an award. The Selecting Official may negotiate the funding level of the proposal. The Selecting Official makes final recommendations for award to

the Grants Officer who is authorized to obligate the funds.

3. Selection Factors

The merit review ratings shall provide a rank order to the Selecting Official for final funding recommendations. The Selecting Official shall award in the rank order unless the proposal is justified to be selected out of rank order based upon (1), (2), (3), (5) and (6) of the following factors:

- (1) Availability of funding
- (2) Balance/distribution of funds
 - a. Geographically
 - b. By type of institutions
 - c. By type of partners
 - d. By research areas
 - e. By project types
- (3) Duplication of other projects funded or considered for funding by NOAA/federal agencies
- (4) Program priorities and policy factors
- (5) Applicant's prior award performance
- (6) Partnerships with/Participation of targeted groups

INFORMATION RESOURCE (IR) PROGRAM - COASTAL DATA AND INFORMATION

I. Funding Opportunity Description for the IR Program

The Center's IR program seeks proposals for a one-year grant to make coastal data, products, and publications of importance to U.S. coastal resource managers available on-line using standard documentation formats and information retrieval protocols. Allowable documentation formats are the Federal Geographic Data Committee's (FGDC) content standard for geospatial data, commonly referred to as the

FGDC metadata standard, and the MACHine Readable Cataloging (MARC) 21 formats. A priority of the IR program is data must be documented using the FGDC metadata standard and publications must be cataloged using the MARC 21 format. Products may be documented or cataloged using either format. All metadata (documentation of data) must be made available through an FGDC Clearinghouse node server and all catalog records must be made available via a Z39.50 library catalog server. Proposals may include the rescue of unique coastal data sets and the conversion to electronic media of coastal data, products, and publications as long as the rescued materials are documented and made available as discussed above. In addition, the funding may be used to develop customized interfaces to FGDC Clearinghouse nodes and library catalog servers (both servers are Z39.50 compliant) to make the data, products, or publications more easily accessed or useful.

NOAA is committed to continual improvement of the grants process and accelerating the award of financial assistance to qualified recipients. In order to fulfill these responsibilities, this solicitation announces that approximately \$200,000 for a one-year grant period may be available in FY2004, in award amounts to be determined by the proposals and available funds. Applicants are hereby given notice that funds have not yet been appropriated for this program. Note: Last year NOAA had approximately \$300,000 available for this program. It is anticipated that multiple grants will be funded under this announcement ranging from \$25,000 to \$100,000.

There is no guarantee that sufficient funds will be available to make awards for all qualified projects. Publication of this notice does not oblige NOAA to award any specific project or to obligate any available funds. If one incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, one would do so solely at one's own risk of these costs not being included under the award.

Statutory authority for the Center's IR program 16 U.S.C. 1456c (Technical Assistance).

II. Award Information

Total anticipated funding for grants are \$200,000 (two to three grants are expected to be awarded ranging from \$25,000 to \$100,000) and is subject to the availability of FY 2004 appropriations.

III. Eligibility Information

1. Eligible Applicants

Eligible applicants are institutions of higher education, hospitals, other non-profits, commercial organizations, foreign governments, organizations under the jurisdiction of foreign governments, international organizations, and state, local and Indian tribal governments. Federal agencies or institutions are not eligible to receive Federal assistance under this announcement, but may be project partners. Note: Federal agencies or institutions who are project partners must demonstrate that they have legal authority to receive funds from outside sources in excess of their appropriation.

2. Cost Sharing or Matching

There is no requirement for cost sharing in response to the IR program announcement.

IV. Application and Submission Information

1. Address to Request Applications Package

All applicants are required to submit a NOAA grants application package, budget narrative, curriculum vitae for each principal investigator, and project proposal. The standard NOAA application package includes the SF-424 (Rev. 7-97), Application for Federal Assistance, SF-424A, Budget Information for Non-Construction Programs, SF-

424B, Assurances, Non-Construction Programs, and CD-511, Certifications Regarding Debarment, Suspension, and other Responsibility Matters; Drug Free Workplace Requirements and Lobbying. SF-LLL, Disclosure of Lobbying Activities, should only be submitted to the government if applicant is actually reporting lobbying activities. The CD-512, Certifications Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Transactions, is a form that remains in the applicant's file. Applicants should not submit CD-512 to the government. The CD-346, Applicant for Funding Assistance should only be submitted to the government if the applicant is a non-profit entity. All of these forms can be obtained from < <http://www.ofa.noaa.gov/%7Egrants/appkit.html> > or from the Center's website < <http://www.csc.noaa.gov/funding/CSCgrant.html> >. If for some reason the applicant has difficulty downloading the required forms, he or she should contact Violet Legette at 2234 South Hobson Avenue, Charleston, South Carolina 29405-2413 or phone her at 843-740-1222 or email her at < Violet.Legette@noaa.gov >.

2. Content and Form of Application Submission

This announcement is a call for proposals for work under the Center's IR program. The mission of the Center is to support the environmental, social, and economic well being of the coast by linking people, information, and technology. The goal of the Information Resources program is to increase the numbers of and improve the availability of coastal data and information needed by U.S. coastal resource managers and their staffs.

The Center actively supports the use of standards to document and share data, products, and publications and encourages the use of these standards in documenting these resources in day to day activities. In particular, the Center supports the use of the FGDC's content standard for geospatial data, commonly known as the FGDC metadata

standard, and the MARC 12 standard for cataloging library materials. In addition, the Center supports the use of the Z39.50 protocol for serving metadata and catalog records. The FGDC Clearinghouse node and many library catalog software packages are Z39.50 compliant. By using these standards, virtual networks of coastal data, products, and information can be built that provide crucial input for making coastal management decisions. More information on the FGDC metadata standard and FGDC Clearinghouse may be found at < www.fgdc.gov >. Information on the MARC 21 format may be found at < www.loc.gov/marc/ >. Information on Z39.50 may be found at < www.lcweb.loc.gov/z3950/agency/ >. All project proposals must include sections on the following topics:

a. Overall scope.

- Include a one paragraph executive summary of the project.
- Provide a detailed description of the project that includes the following sections:

b. Education and outreach (Importance of the resources to U.S. coastal managers)

- Description of the project in relation to NOAA's mission to protect the Nation's natural resources (Describe the importance of the data, products, and/or publications to coastal issues in the U.S.).
- Describe how this project will provide a focused and effective education and outreach strategy regarding this mission. (Describe how U.S. coastal resource managers will benefit from access to the data, products, and/or publications).

c. Technical plans.

- Description of data, products, and/or publications. Describe the data,

products, and/or publications that will be documented and made available.

- Description of metadata and/or catalog records; discuss the number of records that are expected to be produced; describe the level of detail that will be included in the FGDC metadata or MARC 21 catalog record; describe how an interested party will gain access to the resource from the metadata record or MARC 21 catalog. For instance, a link to an on-line resource may be included in the metadata or catalog record or instructions may be included for ordering a product.
- Server description. Describe how the metadata records will be made available through an FGDC Clearinghouse node and/or how catalog records available through a Z39.50 server. If an existing server at another organization will be used, provide information on the organization's support for this project.
- Relation to on-going activities and related projects. With the exception of rescue projects, describe how metadata and/or cataloging are included in day to day activities of your organization. If applicable, describe how this project relates to other ongoing programs.
- Additional information for data rescue projects. Describe plans for data rescue or conversion of resources to electronic media.
- Additional information for customized interface projects. Describe plans for the development of a customized interface to FGDC Clearinghouse nodes (servers) and/or library card catalog servers.

d. Future Plans

- Post-proposal Plans. Describe plans for maintenance of the data or information resource to ensure its usefulness through time.

- Additional information for data rescue projects. Include plans for archiving the data at the appropriate NOAA National Data Center.
- e. Milestones and Budget
- Provide a schedule for the project with milestones.
 - Provide a detailed budget breakdown that follows the categories and formats in the NOAA grant package and a brief narrative that justifies each item.

3. Submission Dates and Times

Applications are due by 5 p.m. EDT, October 6, 2003 to the attention of Hamilton Smillie, Room 153 at the NOAA Coastal Services Center, 2234 South Hobson Avenue, Charleston, South Carolina, 29405-2413. Applications received after that time will not be reviewed. The applicant must submit one original and two copies of the proposal(s).

4. Intergovernmental Review

Applications under the Center's IR program are subject to Executive Order 12372, "Intergovernmental Review of Federal Programs". It is the state agency's responsibility to contact their state's Single Point of Contact (SPOC) to find out about and comply with the State's process under EO 12372. To assist the applicant, the names and address of the SPOCs is listed in the Office of Management and Budget's home page at: <http://www.whitehouse.gov/omb/grants/spoc.html> >.

5. Funding Restrictions

There are no funding restrictions under the Center's IR program. The IR program is seeking applications for non-construction projects.

6. Other Submission Requirements

In addition to the proposal(s), the applicant must submit a complete NOAA grant application package (with signed originals). No e-mail or fax copies will be accepted. Project proposals must total no more than 10 pages (double spaced, 12-point font, and

exclusive of appendices). Appendices should be limited to materials that directly support the main body of the proposal; e.g., support letters, resumes, lists of data sources, maps. Letters of support may be mailed separately, but must be received by the October 6, 2003, deadline. All appendix material must be unbound.

V. Application Review Information

1. Evaluation Criteria (With Weights)

a. Importance/relevance and Applicability of proposal to the program goals (35 points). This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, federal, regional, state, or local activities. For the IR program this includes: The proposal will be judged on the importance of the data, products, and/or publications to coastal issues in the U.S. and how U.S. coastal resource managers will benefit from access to the data, products, and/or publications.

b. Technical/scientific merit (35 points). This criterion assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. For the IR program this includes: The proposal will be judged on the technical merit on the plans for development of metadata or catalog records, how the FGDC Clearinghouse or catalog server will be implemented, and, if applicable, plans for development of additional search interfaces, data rescue, and conversion to electronic media. Preference will be given to those proposals that provide detailed FGDC metadata records and/or I-level MARC 21 catalog records versus less detailed "metalite" FGDC records and/or K level MARC 21 catalog records. Preference will be given to projects that provide on-line access to resources. Preference, except in the case of rescue projects, will be given to proposals which detail how metadata and cataloging activities are or have been incorporated into daily

activities. Proposals which do not directly address how metadata/catalog records will be produced, or how the FGDC Clearinghouse or catalog Z39.50 server will be implemented will be rejected. The proposal will also be judged on plans for future maintenance and support of the descriptive records (metadata or catalog records) and Clearinghouse or catalog server.

c. Overall qualifications of applicants (10 points). This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. For the IR program this includes: The proposal will be judged on the qualifications and abilities of the applicants to perform the tasks required to achieve results.

d. Project costs (10 points). This criterion evaluates the budget to determine if it is realistic and commensurate with the project needs and time-frame. For the IR program this includes: The proposal will be judged on the amount requested versus the merit of the plans regarding education and outreach, technical merit, future plans, and milestones and budget.

e. Outreach and education (10 points). This criterion assesses whether the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. For the IR program this includes: The proposal will be judged on how well the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources.

2. Selection Process

An initial administrative review is conducted to determine compliance with requirements and completeness of the application. A review panel will be established to evaluate proposals on the basis of the evaluation criteria listed above. The panelists

will provide individual evaluations on proposals, thus there will be no consensus recommendation. All proposals reviewed will be ranked according to the average score and the selecting official (the Center's Director) will award in rank order, unless the proposal is justified to be selected out of rank order based upon one or more of the selection factors below. Thus proposals with the highest scores may not necessarily be selected for an award. The Selecting Official makes the final recommendations for award to the Grants Officer who is authorized to obligate the funds.

3. Selection Factors

The merit review ratings shall provide a rank order to the Selecting Official for final funding recommendations. The Selecting Official shall award in the rank order unless the proposal is justified to be selected out of rank order based upon (1), (2), (3), (5) and (6) of the following factors:

- (1) Availability of funding
- (2) Balance/distribution of funds
 - a. Geographically
 - b. By type of institutions
 - c. By type of partners
 - d. By research areas
 - e. By project types
- (3) Duplication of other projects funded or considered for funding by NOAA/federal agencies
- (4) Program priorities and policy factors
- (5) Applicant's prior award performance
- (6) Partnerships with/Participation of targeted groups

THE DIRECTOR'S OFFICE (DO) PROGRAM - COASTAL OBSERVING SYSTEM

SUPPORT

I. Funding Opportunity Description for the DO Program

The Center's DO program seeks proposals for projects that enhance the organization, implementation, and application of regional coastal ocean observing systems. For the purposes of this announcement, coastal ocean observing systems are meant to include the sensors, personnel, and data management that obtain, process and apply regular and sustained in-situ and/or remote observations of the physical, chemical, and biological environment of Great Lakes, estuaries, and the near shore ocean of the United States. Of particular interest to the Center is the utility of such systems for management of coastal and ocean resources and for the benefit of coastal communities. Total available funding under this announcement is expected to be between 1 and 15 million dollars depending on congressional appropriation. A priority of the DO is to fund two types of projects to benefit the development of regional coastal ocean observing systems: (1) projects that facilitate building partnerships and regional organizational structures for regional observing systems, and (2) regional pilot projects.

For the first type of project, Regional Observation System Coordination, the Center seeks to fund projects that will engage stakeholders in a given region to develop collaborative partnerships (Regional Associations) among data collectors, data managers, and users of data and information from coastal ocean observing systems. The Center is particularly interested to receive proposals that assist in the development of Regional Associations consistent with the Ocean.US plan for an Integrated Ocean Observing System. Proposals should clearly articulate an approach to identify stakeholders, bring them together in a meaningful way, and develop plans for governance and communication, implementation, data management, and product development. The Center believes that it is important to engage end users in the design

and implementation of observing systems to maximize the benefits to science and society. Total available funding for this type of project is anticipated to be between \$200,000 to \$500,000, subject to the availability of federal appropriations. The Center expects to award two to five grants of \$20,000 to \$100,000 each under this announcement for Regional Observation System Coordination.

The second type of proposal requested is to support implementation of Regional Coastal Ocean Observation Pilot Projects. Pilot project(s) should demonstrate inter-institutional collaboration within a region for sensor deployment, data management, and creation of information products from the data collected. Projects should emphasize regular and sustained in-situ and/or remote observations of the physical, chemical, and biological coastal ocean environment. These may be new or continuing systems. The Center also encourages proposals that establish or sustain federal-university partnerships to assist regional observing systems through sensor development or verification to improve sensor quality and access to information about sensor performance.

Proposals submitted in response to this announcement to request funds for regional pilot projects must:

- demonstrate data documentation and management protocols that meet or exceed national standards (FGDC compliant) and ensure accuracy and interoperability with the developing Integrated Ocean Observing System (IOOS);
- identify specific users, explain how those users are engaged in the project, and describe how information products relevant to those users will be created;
- demonstrate active involvement of public mission agencies; and

- demonstrate how the proposed project will integrate with federal components of a national system and enhance the development of a national Integrated Ocean Observing System.

The Center particularly encourages projects that develop or sustain observing systems under the auspices of an established or planned regional association with a defined governance structure. The Center also strongly encourages proposals that develop or sustain ocean observing systems to observe and assess the impacts of extreme events on coastal resources and communities.

Total available funding for Regional Coastal Ocean Observation Pilot projects is anticipated to be between \$500,000 and \$14,000,000, subject to the availability of federal appropriations. The Center expects to award two to ten grants ranging from \$100,000 to \$3,000,000 under this announcement for the Regional Coastal Ocean Observation Pilot projects.

NOAA is committed to continual improvement of the grants process and accelerating the award of financial assistance to qualified recipients. In order to fulfill these responsibilities, this solicitation announces that approximately between \$1 and \$15 million dollars may be available in FY2004, in award amounts to be determined by the proposals and available funds. Applicants are hereby given notice that funds have not yet been appropriated for this program. Note: Last year NOAA had approximately \$825,000 available for this program. Multiple awards are expected from this announcement. There is no guarantee that sufficient funds will be available to make awards for all qualified projects. Publication of this notice does not obligate NOAA to award any specific project or to obligate any available funds. If one incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, one would do so solely at one's own risk of these costs not being included under the award.

Applicants are encouraged to contact Geno Olmi at 843-740-1230 prior to submitting proposals for either the Regional Observation System Coordination or the Regional Coastal Ocean Observation Pilot projects for funding levels.

Statutory authority for this program is provided under 16 U.S.C. 1456c (Technical Assistance); and 33 U.S.C. 1442 (research program respecting possible long-range effects of pollution, overfishing, and man-induced changes of ocean ecosystems).

II. Award Information

Total anticipated funding for grants for the Regional Observation System Coordination and the Regional Coastal Ocean Observation Pilot Projects are between \$1 and \$15 million dollars with awards ranging from \$20,000 to \$3,000,000. The time period (period of performance) for the award may be 1-3 years.

III. Eligibility Information

1. Eligible Applicants

Eligible applicants are institutions of higher education, non-profit and for-profit organizations, foreign governments, organizations under the jurisdiction of foreign governments, international organizations, and state, local and Indian tribal governments. Organizations are encouraged to collaborate in development of multi-institutional proposals, however, funding for such a proposal must be awarded to a single (lead) entity that then has responsibility for administration and execution of any subawards. Federal agencies or institutions are not eligible to receive Federal assistance under this announcement, but may be project partners. Note: Federal agencies or institutions who are project partners must demonstrate that they have legal authority to receive funds from outside sources in excess of their appropriation.

2. Cost Sharing or Matching

There is no requirement for cost sharing in response to this program announcement.

IV. Application and Submission Information

1. Address to Request Application Package

All applicants are required to submit a NOAA grants application package, budget narrative, curriculum vitae for each principal investigator, and project proposal. The proposal must clearly identify which project the applicant is applying for, the Regional Observation System Coordination project or Regional Coastal Ocean Observation Pilot project. The standard NOAA application package includes the SF-424 (Rev.7-97), Application for Federal Assistance, SF-424A, Budget Information for Non-Construction Programs, SF-424B, Assurances, Non-Construction Programs, and CD-511, Certifications Regarding Debarment, Suspension, and other Responsibility Matters; Drug Free Workplace Requirements and Lobbying. SF-LLL, Disclosure of Lobbying Activities, should only be submitted to the government if applicant is actually reporting lobbying activities. The CD-512, Certifications Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Transactions, is a form that remains in the applicant's file. Applicants should not submit CD-512 to the government. The CD-346, Applicant for Funding Assistance should only be submitted to the government if the applicant is a non-profit entity. All of these forms can be obtained from the NOAA grants website at < <http://www.ofa.noaa.gov/%7Egrants/appkit.html> > or from the Center's website < <http://www.csc.noaa.gov/funding/CSCgrant.html> >. If for some reason the applicant has difficulty downloading the required forms, he or she should contact Violet Legette at 2234 South Hobson Avenue, Charleston, South Carolina 29405-2413 or phone her at 843-740-1222 or email her at < Violet.Legette@noaa.gov >.

2. Content and Form of Application Submission

This announcement is a call for proposals for work under the Center's DO program. The National Oceanic and Atmospheric Administration has a long-standing responsibility to observe, assess and predict conditions in the Nation's oceans and atmosphere. NOAA has a number of operational programs that routinely and systematically measures environmental variables in the atmosphere, open and coastal ocean, estuaries, and the Great Lakes. In addition to its own operational programs, NOAA develops collaborative partnerships with states, universities and for profit and non-profit organizations to increase the scope of its environmental data collection and assessment.

Congress has directed the interagency National Ocean Research Leadership Council to develop a plan by which the nation can achieve an Integrated Ocean Observing System. Responsibility for development of this plan has been given to the Ocean.US Office < www.ocean.us >. The Integrated Ocean Observing System is envisioned to consist of a "national backbone" of federally-maintained observations integrated with "regional" systems that contribute to and benefit from the national backbone and also focus on interests of a local/regional nature. Integration of regional and national components into a national coastal observing system will rely on common data management standards that allow data integration to create products that benefit a broad community of users. While the fully mature IOOS is envisioned to be mostly operational in nature, the developmental stages are expected to include research, pilot, pre-operational and operational components.

The Center has a strong interest in working with regional observing systems and partners to achieve integration into a national system. The Center will consider proposals that focus on research, but encourages proposals to build or sustain

observation systems that produce products of interest beyond the scientific community. The Center is particularly interested in regional systems that provide timely and appropriate information to public mission agencies. Therefore, the Center anticipates offering grant funds to projects that help achieve these goals.

Proposal Format: The guidelines for proposal preparation provided below are mandatory. Failure to heed these guidelines will result in proposals not being considered. All proposals must include the following sections:

a. Signed Title Page (Proposal Cover Sheet). Include, at a minimum, proposal title (indicate the type of project that is being submitted, Regional Observation System Coordination or Regional Coastal Ocean Observation Pilot project), complete contact information for Principal Investigator and Financial Representative, duration of proposed project, and funding request by year as appropriate.

b. Background. Provide sufficient background information for reviewers to independently assess the significance of the proposed project. Summarize the problem to be addressed and the status of your ongoing efforts to address the problem. Summarize the relationship of the proposed work to other regional or national efforts to develop an Integrated Ocean Observing System.

c. Benefits. Identify specific potential users of the information derived from this work and the benefits that will be achieved to those users as well as society as a whole. Describe how this information from this project will be delivered to those users.

d. Goal(s) and Objective(s). Describe in the narrative the specific project goals and objectives to be achieved. Describe how these project goals support the broader goals of the Integrated Ocean Observing System.

e. Approach. Provide a general work plan that identifies specific tasks to be accomplished, explains the technical approach (including quality control protocols)

needed to accomplish the tasks, identifies the roles of partners and cooperators, and identifies potential obstacles to successful completion of the goals and objectives.

Describe how potential users are involved in the planning and design process.

f. Milestone Schedule. Display time lines for major tasks, target milestones for important intermediate and final products, and key project outcomes.

g. Project Budget. Provide a detailed budget description that follow the categories and formats in the NOAA grants package and a brief narrative justification of the budget.

h. Resumes. Provide resumes of the Principal Investigator for the project and for other key personnel critical to the success of the project. Ensure that resumes address qualifications relevant to conducting the proposed work. Please include a statement of existing and requested funding for similar efforts. Please limit to two pages for each investigator.

3. Submission Dates and Times

Applications are due by 5 p.m. EDT, October 31, 2003 to the attention of Geno Olmi, Room 234A at the NOAA Coastal Services Center, 2234 South Hobson Avenue, Charleston, South Carolina, 29405-2413. Applications received after that time will not be reviewed. The applicant must submit one original and two copies of the proposal(s).

4. Intergovernmental Review

Applications under the Center's DO program are subject to Executive Order 12372, "Intergovernmental Review of Federal programs". It is the state agency's responsibility to contact their state's process under EO 12372. To assist the applicant, the names and address of the SPOCs is listed in the Office of Management and Budget's home page at: < <http://www.whitehouse.gov/omb/grants/spoc.html> >.

5. Funding Restrictions

There are no funding restrictions under the Center's DO program. The Center's DO program are seeking applications for non-construction projects.

6. Other Submission Requirements

In addition to the proposal(s), the applicant must submit a complete NOAA grant application package (with signed originals). No e-mail or fax copies will be accepted. All project proposals must total no more than 20 pages (double spaced, 12-point font, and exclusive of appendices). Appendices should be limited to materials that directly support the main body of the proposal (e.g., support letters, resumes, lists of data sources, maps). Letters of support may be mailed separately, but must be received by the October 31, 2003, deadline. All appendix material must be unbound.

V. Application Review Information

1. Evaluation Criteria (With Weights)

a. Importance/relevance and Applicability of proposal to the program goals (30%). This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to NOAA, federal, regional, state, or local activities. For the DO program this includes:

How well does the proposal demonstrate that the project will directly or indirectly address critical national, regional, state or local management needs? Are the goals and objectives clearly articulated and relevant to the stated management or science need?

How well does the proposal demonstrate that the proposed project enhances the development of a national coastal observing system? Is the user community clearly identified and are members of the identified user community engaged in the design and execution of the project or its products? Does the proposal demonstrate that it will significantly address relevant science and management issues?

b. Technical/scientific merit (25%). This criterion assesses whether the approach is technically sound and/or innovative, if the methods are appropriate, and whether there are clear project goals and objectives. For the DO program this includes: Is the technical approach appropriate for the stated goals and objectives? Are the goals and objectives achievable within the proposed time-frame? Does the proposed approach follow a logical work plan with clearly defined and measurable milestones? Do the proposed approaches incorporate innovative or state of the art methodologies? Does the proposal explicitly address data management practices that meet or exceed FGDC standards and promote interoperability with other components of a national ocean observing system?

c. Overall qualifications of applicants (15%). This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project. For the DO program this includes: Does the proposal demonstrate institutional support for the project? Are the principal investigators and the organizational framework and personnel qualified to conduct a project of the nature and scope proposed?

d. Project costs (15%). This criterion evaluates the budget to determine if it is realistic and commensurate with the project needs and time-frame. For the DO program this includes: Does the proposal demonstrate that the budget is commensurate with project needs? Is the duplication of effort reduced through strategic partnerships?

e. Outreach and education (15%). This criterion assesses whether the project provides a focused and effective education and outreach strategy regarding NOAA's mission to protect the Nation's natural resources. For the DO program this includes: Does the proposal include outreach and education components that will ensure the results are effectively applied to address the identified issues? Does the proposed

project engage external partners to make effective use of complimentary capabilities and competencies beneficial to this project? Does the proposal demonstrate that information generated by the project will reach its target audience and have a positive impact on the users ability to perform their responsibilities?

2. Selection Process

An initial administrative review is conducted to determine compliance with requirements and completeness of the application. A review panel will be established to evaluate proposals on the basis of the evaluation criteria listed above. The panelists will provide individual evaluations on proposals, thus there will be no consensus recommendation. All proposals reviewed will be ranked according to the average score and the selecting official (the Center's Director) will award in rank order, unless the proposal is justified to be selected out of rank order based upon one or more of the selection factors below. Thus proposals with the highest scores may not necessarily be selected for an award. The Selecting Official makes the final recommendations for award to the Grants Officer who is authorized to obligate the funds.

3. Selection Factors

The merit review ratings shall provide a rank order to the Selecting Official for final funding recommendations. The Selecting Official shall award in the rank order unless the proposal is justified to be selected out of rank order based upon (1), (2), (3), (5) and (6) of the following factors:

- (1) Availability of funding
- (2) Balance/distribution of funds
 - a. Geographically
 - b. By type of institutions
 - c. By type of partners

- d. By research areas
 - e. By project types
- (3) Duplication of other projects funded or considered for funding by NOAA/federal agencies
 - (4) Program priorities and policy factors
 - (5) Applicant's prior award performance
 - (6) Partnerships with/Participation of targeted groups

VI. Award Administration Information (the following information applies for all five Center programs)

1. Award Notice

Applications recommended for funding by the selecting official will be forwarded to the GMD by the Program Office. The applicant will be notified by the program office, either by email or letter, that their application was forwarded to GMD. The applicant must be aware that the notification by the program office is NOT the official award notice. Official notification happens only when the applicant receives an award notice through the postal mail, signed by a Grants Officer.

Unsuccessful applications for all Center programs will be destroyed and not returned to the applicant.

2. Administrative and National Policy Requirements

The Department of Commerce Pre-Award Notification of Requirements for Grants and Cooperative Agreements contained in the Federal Register notice of October 1, 2001 (66 FR 49917), as amended by the Federal Register notice published on October 30, 2002 (67 FR 66109) is applicable to this solicitation.

Applications under this program are subject to EO 12372, "Intergovernmental Review of Federal Programs".

It has been determined that this notice does not contain policies with Federalism implications as that term is defined in EO 12132.

The recipients must comply with EO 12906 regarding any and all geospatial data collected or produced under grants or cooperative agreements. This includes documenting all geospatial data in accordance with the Federal Geographic Data Committee Content Standard for digital geospatial data.

This action has been determined to be not significant for purposes of EO 12866.

Prior notice and an opportunity for public comments are not required by the Administrative Procedure Act (APA) or any other law for this notice concerning grants, cooperative agreements, benefits, and contracts, 5 U.S.C. 553 (a) (2). Therefore, a regulatory flexibility analysis is not required for purposes of the Regulatory Flexibility Act (RFA), 5 U.S.C. 601 et. seq. And has not been prepared.

Notwithstanding any other provision of law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the Paperwork Reduction Act, unless that collection displays a currently valid OMB control number. The use of the standard grants application package referred to in this notice involves collection-of-information requirements subject to the Paperwork Reduction Act. The use of Standard Forms 424, 424A, 424B, SF-LLL, and CD-346 have been approved by OMB under the respective Control Numbers 0348-0043, 0348-0044, 0348-0040, 0348-0046, and 0605-0001.

3. Reporting

Upon official notification of an award, the applicant will be required to submit the following reports:

Financial Status Reports (SF-269 and SF-272) are required semi-annually.

These reports should be mailed directly to Grants Management Division, 1325 East-

West Highway, Silver Spring, Maryland, 20190.

Performance or progress reports are required semi-annually. These reports are submitted directly to the program office, no later than 30 days following the end of each 6-month period from the start date of an award. The final report is due 90 days after the award expiration. These reports can be emailed to the program officer (see below for email addresses of individual Center program officers) or they can be mailed to the attention of the applicant program officer, at 2234 South Hobson Avenue, Charleston, South Carolina, 29405-2413.

VII. Agency Contact(s)

For administrative issues contact Violet Legette at 843-740-1222 (phone) or 843-740-1232 (fax) or email her at < Violet.Legette@noaa.gov >.

For technical questions for the LCR program, contact Linda Rowe at 843-740-1283 (phone) or 843-740-1315 (fax) or email her at < Linda.Rowe@noaa.gov >.

For technical questions for the GIS I&D program, contact Hamilton Smillie at 843-740-1192 (phone) or 843-740-1315 (fax) or email him at < Hamilton.Smillie@noaa.gov >.

For technical questions for the CRS program, contact Kirk Waters at 843-740-1227 (phone) or 843-740-1289 (fax) or email him at < Kirk.Waters@noaa.gov >.

For technical questions for the IR program, contact Hamilton Smillie at 843-740-1192 (phone) or 843-740-1315 (fax) or email him at < Hamilton.Smillie@noaa.gov >.

For technical questions for the DO program, contact Geno Olmi at 843-740-1230 (phone) or 843-740-1297 (fax) or email him at < Geno.Olmi@noaa.gov >.

VIII. Other Information

Applicants can refer to the Center's website for specific information about the history of the Coastal Services Center. Also, available on this website are specific

instructions on filling out the NOAA standard forms for grants/cooperative agreement applications. The Center's website is < <http://www.csc.noaa.gov/funding/CSCgrant.html>

Applicants also need to remember that official notification of an award notice is provided by the Grants Management Division, not the program office. If one incurs any costs prior to receiving an award agreement signed by an authorized NOAA grant official, one would do so solely at one's own risk of these costs not being included under the award.