

**U.S. Department of the Interior
National Park Service**

**Financial Assistance
Notice of Funding Opportunity (NOFO)**



NOFO Title	Norman Y. Mineta Japanese American Confinement Education Grants
NOFO Number:	<u>P25AS00026</u>
Announcement Type:	<u>Initial</u>
CFDA Number:	<u>15.933</u>

Issue Date: 09/11/2024
Application Due Date: 11/14/2024 Time: 5:00 PM Mountain Time

Note: Per 2 CFR 1402.204 (f) Bureaus and offices must consider the timeliness of the application submission. Applications that are submitted beyond the announced deadline date must be removed from the review process.

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Section A: Program Description

Legislative Authority

Preservation of Japanese American Confinement Sites (Public Law 109-441, 120 Stat. 3288) as amended by Sec 644 of the Consolidated Appropriations Act, 2023 (Public Law 117-328), titled “Norman Y. Mineta Japanese America Confinement Education Grants” to educate individuals in the United States on the historical importance of Japanese American confinement during World War II, so that present and future generations may learn from Japanese American confinement and the commitment of the United States to equal justice under the law.

Assistance Listing (formerly CFDA) Number: 15.933

Federal Regulations: 2 C.F.R. § 200, 2 C.F.R. § 1402

Program Background, Objectives, and Goals

Authorized in 2006, the National Park Service (NPS) Japanese American Confinement Sites Grant Program provides financial assistance to organizations and entities working to preserve and interpret historic Japanese American confinement sites and their history (Public Law 109-441, 120 Stat. 3288; as amended by Public Law 111-88). The Consolidated Appropriations Act of 2023 (Public Law 117-328, Sec 644) reauthorized the Japanese American Confinement Sites (JACS) Grant Program and established the Norman Y. Mineta Japanese American Confinement Education (JACE) grants, which seeks to educate the public about the historical importance of understanding Japanese American confinement in the United States during World War II, so that present and future generations may learn from Japanese American confinement and the commitment of the United States to equal justice under the law.

There are separate funding announcements for the Japanese American Confinement Sites (JACS) Grant Program (P25AS00027) and the Norman Y. Mineta Japanese American Confinement Education (JACE) grants (P25AS00026). Eligible organizations may submit a distinct project application to one or both funding announcements. Please review the eligible projects section to ensure you apply under the correct funding announcement opportunity number based on the type of project you are seeking funding for.

Through a competitive grant process, the Norman Y. Mineta Japanese American Confinement Education (JACE) grants will provide financial assistance to Japanese American organizations for large impactful education projects. Up to \$10 million was authorized for the life of the JACE grants. Individual awards shall be in an amount not less than \$750,000. Eligible grant applicants are limited to Japanese American organizations, defined in the authorizing legislation as, “... a private nonprofit organization within the United States established to promote the understanding and appreciation of the ethnic and cultural diversity of the United States by illustrating the Japanese American experience throughout the history of the United States.” Projects must educate individuals in the United States on the historical importance of understanding Japanese American confinement during World War II, so that present and future generations may learn from Japanese American confinement and the commitment of the United States to equal justice under the law.

The National Park Service seeks projects from Japanese American organizations that will have a meaningful and lasting impact on educating the public about the historical importance of understanding Japanese American confinement during World War II, so that present and future generations may learn from Japanese American confinement and the commitment of the United States to equal justice under the law.

Norman Y. Mineta Japanese American Confinement Education grant projects must:

- Be led by a Japanese American organization, as defined by the authorizing legislation.
- Address a critical need in education about the Japanese American confinement experience during World War II.
- Be technically feasible within proposed scope, schedule, and budget, resulting in impactful outcomes that meet educational competencies and curriculum standards.
- Educate a broad and diverse audience about the Japanese American confinement experience during World War II in a meaningful way, that is both engaging and sustainable in the long-term.

NPS encourages collaboration between organizations and community members in the development and implementation of educational projects. Projects should creatively engage communities to enhance broader audience reach, such as maximizing access to educational programs to the public at large. NPS also encourages projects that are innovative with multiple formats and complementary components. For example, an educational curriculum might be accompanied by a mobile app and/or traveling exhibit, or another medium with broader public outreach and distribution.

Eligible Projects

Public Law 117-328 states that Japanese American Confinement Education grants are, "... to educate individuals, including through the use of digital resources, in the United States on the historical importance of Japanese American confinement during World War II, so that present and future generations may learn from Japanese American confinement and the commitment of the United States to equal justice under the law."

Projects eligible through this notice should educate the public on the historical importance of understanding Japanese American confinement during World War II, so that present and future generations may learn from Japanese American confinement and the commitment of the United States to equal justice under the law. Projects with multiple formats and complementary components are strongly encouraged. For example, a complex project that includes complementary components like printed materials, online resources, multi-media elements that work together to educate the public may be more competitive than projects with only one format or component. Projects may include some or all the following elements, but are not limited to the following examples:

- Educational curricula
- Educator and/or teacher workshops
- Development, production, and publication of curriculum guides, catalogs,

- and other materials for teachers and students
- Digital humanities / media / websites
- Public and Educational programming
- Interpretation related to historic confinement sites and their history
- Displays and exhibits
- Creative arts
- Films, including documentaries and docu-dramas
- Podcasts

See Section E. Application Review Information for the criteria NPS will use to evaluate applications submitted under this notice.

Section B: Federal Award Information

Estimated Total Funding: The amount of funding available per award for this NOFO will be determined once final FY 2025 appropriations have been made. This NOFO will be cancelled if FY 2025 appropriations are insufficient to support new awards.

Expected Award Amount: The minimum grant request is \$750,000 Federal share. The amount of funding available per award for this NOFO will be determined as part of the application review process based on the number of applications received and the amount of funding made available through the annual appropriation. Grants will be awarded dependent upon funds appropriated by Congress.

Anticipated Award Date: The National Park Service anticipates that the grant recipients and projects will be announced in late spring 2025. After an applicant's proposal is selected for award, the applicant will receive a letter from the Awarding Officer. This letter will detail the next steps in the awarding process. Once all clearances and reviews have been conducted, a grant agreement will be sent for signature. The period of performance will begin at that time.

Anticipated Term of the Agreement: Projects should be completed within an established grant period, generally within two to four years of funding. Agreements are not effective until fully executed with signature from the NPS Financial Assistance Awarding Officer (FAAO).

Prior to the expiration of the grant agreement, modifications may be proposed by either party and will become effective upon written approval of both parties.

Estimated Number of Agreements to be Awarded: (Approximately 1-2 awards per fiscal year) Each activity or project under the grant agreement will be treated individually with a detailed description provided in a scope of work and budget as proposed by the recipient organization and approved by the NPS.

Funding Instrument Type: Grant Agreement - A legal instrument of financial assistance between The National Park Service and a non-Federal entity that, consistent with 31 U.S.C. § 6302, 6304:

(1) Is used to enter into a relationship the principal purpose of which is to transfer anything of value from the Federal awarding agency to the non-Federal entity to carry out a public purpose authorized by a law of the United States (see 31 U.S.C. § 6101(3)); and not to acquire property or services for the Federal awarding agency's direct benefit or use.

(2) Is distinguished from a cooperative agreement in that it does not provide for substantial involvement between the Federal awarding agency or pass-through entity and the non-Federal entity in carrying out the activity contemplated by the Federal award.

Other Information: Applications for renewal or supplementation of existing projects are not eligible to compete with applications for new Federal awards.

Section C: Eligibility Information

Application Due Date: Applications must be received by **Thursday, November 14, 2024, 5:00 MT, (Mountain Time)**. **Note: this is not a postmark date.**

Applicants are encouraged to submit the application well before the deadline. An applicant's failure to meet an eligibility criterion by the time of the application deadline will result in the application being excluded from

1. Eligible Applicants

The National Park Service (NPS) encourages proposals from applicants who identify themselves as a Japanese American organization as defined in the authorizing legislation (Public Law 117-328), "*...a private nonprofit organization within the United States established to promote the understanding and appreciation of the ethnic and cultural diversity of the United States by illustrating the Japanese American experience throughout the history of the United States.*" For the purposes of this notice, NPS has identified the following criteria for an organization to be considered eligible based on the definition included in the authorizing legislation. To be eligible to apply, an organization must meet all three of the following eligibility criteria:

- The organization is a private nonprofit organization.
- The organization is located within the United States.
- The organization promotes an understanding and appreciation of the ethnic and cultural diversity of the United States by illustrating the Japanese American experience through the history of the United States.

An organizational profile is required as part of the application package. In the organizational profile, applicants will provide information about the organization's mission, location, staff, educational activities, and audience. This organizational profile will help NPS understand how the organization aligns with the criteria above. As part of the merit review process, peer reviewers will assess the institutional suitability of the organization for this funding opportunity based on the organizational profile provided in the application.

See *Section D: Application and Submission Information* for details about the Organizational Profile description within the Project Narrative application component.

If the organization is eligible, it may apply as the primary applicant representing a group of collaborating partners. If NPS selects your proposal for funding, as the primary applicant, you will be programmatically, legally, and fiscally responsible for the award. The recipient may not function solely as a fiscal agent but must make substantive contributions to the success of the project.

2. Cost Sharing or Matching

In accordance with Public Law 109-441, 120 Stat. 3288 as amended by Sec 644 of the Consolidated Appropriations Act, 2023 (Public Law 117-328) non-Federal cost share or cost match in the amount of 2:1 ratio is required to be eligible for an award under this NOFO. Each grant requires a 2:1 Federal to non-Federal cost share; that is, to receive two dollars of Federal funds at least one-dollar non-Federal cost share is required. Eligible non-Federal sources of contributions must be in accordance with 2 C.F.R. § 200.306 and may include: cash, in-kind contributions, and/or volunteer services. The non-Federal cost share may be raised and spent during the grant period; it does not have to be “in the bank” at the time of the application, but a plan for raising it should be identified in the application. Cost share must be expended at the minimum 2:1 rate throughout the life of the project. The non-Federal entity must be willing to contribute at least 2:1 of the total project cost from non-Federal sources as evidenced in the application documentation from the applicant. Non-Federal entity cost share or cost match contributions shall be annotated within the SF-424A (reference section D, Application and Submission Information) and Detailed Budget submitted by the applicant.

Based on the authorizing legislation (Public Law 117-328, Sec 644), the Secretary of the Interior has the authority to waive all or part of the Federal to non-Federal cost share requirement. To request a waiver, an applicant must clearly demonstrate that 1) no reasonable means are available through which the applicant can meet the cost sharing requirement and 2) the benefit of the completed project clearly outweighs the public interest in the cost sharing requirement. If a waiver to the cost share requirement is needed, a cost share waiver justification must be included as part of your project narrative in the application. The applicant must clearly state the cost share waiver amount being requested for the project. If partial cost share, either monetarily or in-kind, will be provided, the project budget should reflect that amount. If no cost share can be provided, the project budget should reflect no cost sharing amounts, either monetarily or in-kind. Only the Secretary of the Interior has the authority to approve a waiver to the cost share requirement. Final approval of a waiver request will be made at the same time as final selection of the awards by the Secretary of the Interior and announced simultaneously.

3. Other

Depending on annual appropriations made by Congress, only one or two JACE projects will be selected for funding each year. As such, each applicant may submit up to one JACE grant application annually per fiscal year grant cycle.

Excluded Parties:

NPS conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. The NPS cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, as their ineligibility condition applies to this Federal program.

Ineligible applicants include individuals; organizations that do not meet the definition of a Japanese American organization based in the United States; foreign entities; public non-profit and for-profit entities.

Foreign Entities or Projects:

This program does not provide funding to foreign entities or for projects conducted outside the United States.

Section D: Application and Submission Information**1. Address to Request Application Package**

A complete application package is described in this Section. The application package contains both mandatory standard forms (SF) and various optional templates that may be used to satisfy other stated application requirements. An Application Package has been included with this Notice of Funding Opportunity for your convenience, found in Appendix A. All application materials are also available on the Japanese American Confinement Sites Grant Program website at: <https://www.nps.gov/jacs/application.html>.

PLEASE NOTE: APPLICATIONS FOR THIS ANNOUNCEMENT WILL NOT BE SUBMITTED ELECTRONICALLY THROUGH GRANTS.GOV. SUBMISSION INFORMATION IS POSTED IN SECTION 7 (OTHER SUBMISSION REQUIREMENTS) BELOW.

A complete **Application Package** must include the following components:

- ✓ Standard Form 424 (SF 424) **(REQUIRED)**
- ✓ Standard Form 424A (SF 424A) **(REQUIRED)**
- ✓ Project Abstract Summary **(REQUIRED)**
- ✓ Detailed Budget **(REQUIRED)**
- ✓ Standard Form 424B (SF 424B) **(REQUIRED)**
- ✓ Project Narrative **(REQUIRED)**
- ✓ Indirect Costs **(REQUIRED)**
- ✓ Statement of Overlap **(REQUIRED)**
- ✓ Letter of consent from the owner of any property used in a proposed project (If Applicable)

- ✓ Letters of support from collaborating partner organizations contributing to the project (If Applicable)
- ✓ Supplemental Information (If Applicable)
- ✓ Conflict of Interest Disclosure (If Applicable)
- ✓ Uniform Audit Reporting Statement (If Applicable)
- ✓ Certification Regarding Lobbying (If Applicable)
- ✓ Disclosure of Lobbying Activities (If Applicable)

2. Contents and Form of Application Submission

You must complete the mandatory standard forms and any applicable optional forms, in accordance with the instructions below, as required by this NOFO. Do not include any proprietary or personally identifiable information. A complete application should include:

Mandatory Requirements:

- **Standard Form 424 (SF 424) (REQUIRED)** - Application for Federal Assistance. Complete this form as much as possible with all applicable information. Electronic signature is acceptable.
- **Standard Form 424A (SF 424A) (REQUIRED)** - Budget Information. Applicants must provide an estimated cumulative budget for the total project in the proposal. The estimated budget must align with the projected scope of work presented in the application.
- **Project Abstract Summary (REQUIRED)** – The project abstract form must be completed to meet Federal award reporting requirements. Ensure the project abstract succinctly describes the project in plain language that the public can understand and use without the full proposal. If the application is funded, this information will be made available for public access including on USA Spending.gov.
- **Detailed Budget (REQUIRED)** - The project budget shall include detailed information on all cost categories and must clearly identify all project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included. Cost categories can include, but are not limited to, those costs items included on the SF424A.
- **Standard Form 424B (SF 424B) (REQUIRED)** The applicable Assurances form must be signed and submitted with your application package.
- **Project Narrative (REQUIRED)** - The Project Narrative is a written description that should specifically address each of the review criteria (see Section E: Application Review Information). The Project Narrative may be submitted on the optional “Project

Narrative” template in the Application Package in Appendix A (also available on the Japanese American Confinement Sites Grant Program website), or in another format of your choosing, such as a word-processing document. It is highly recommended that applicants use the provided Project Narrative template. However, if using another format, the maximum page length is 12 pages. Project Narratives that are longer than 12 pages will not be reviewed (see additional specifications below). Recommended page lengths for Project Narrative sections are given below.

The Project Narrative must include an organizational profile, and specifically address each of the review criteria listed below (also see Section E. Application Review Information). It is **HIGHLY** recommended that the Project Narrative has sections labeled as follows: Project Information, Organizational Profile & Suitability, Project Needs & Outcomes, Project Work Plan & Activities, Project Budget, Qualified Personnel, Audience Reach, Sustainability, Community Engagement, Sources of the Non-Federal Cost Share, and Cost Share Waiver Justification (if applicable). If a waiver to the required non-Federal cost share is being requested, it must be included and identified as a Cost Share Waiver Justification.

The Project Narrative must be no longer than 12 pages, use font that is no smaller than font size 11, and have minimum 1/2-inch page margins. The Project Narrative must include the following:

1. **Project Information** (recommended length: ½ page)
 - a. Project Name
 - b. Brief Summary of Project (limit to 2-4 sentences)
 - c. Contact Information, including name, phone number and email address of the Authorizing Official and Project Director (if different from Authorizing Official).

2. **Organizational Profile & Suitability** (recommended length: 1-2 page) - The National Park Service (NPS) may only consider proposals from applicants who identify themselves as a Japanese American organization as defined in the authorizing legislation (Public Law 117-328), “...a private nonprofit organization within the United States established to promote the understanding and appreciation of the ethnic and cultural diversity of the United States by illustrating the Japanese American experience throughout the history of the United States.” This organizational profile will help NPS understand how the primary applicant organization aligns with this definition. Priority consideration will be given to Japanese American organizations with fewer than 100 employees. As part of the merit review process, peer reviewers will assess the institutional suitability of the organization to this funding opportunity based on the organizational profile provided in the application package.

The organizational profile should be presented in the form of an outline no longer than two pages that includes the following:

- a. Relevant facts and statistics about the institution or organization:
 - i. Mission statement. If the organization does not have a mission statement, provide a short statement of the organization's focus and priorities.
 - ii. Location
 - iii. Year Founded
 - iv. Tax Exempt Status
 - v. Annual Budget
 - vi. Number of Employees (full-time and part-time)
 - vii. Accreditations or Affiliations (if applicable)
 - viii. Examples of educational or interpretive programming offered
 - ix. List of Federal grants received within the last 4 years (if applicable)
- b. Educational outreach:
 - i. Days and Hours of public operation (if applicable)
 - ii. Average numerical annual audience or attendance for the previous year
 - iii. Geographic region served
 - iv. Additional information may be shared about unique qualities pertaining to outreach, audience, and region (i.e., the region being home to the largest Japanese American community on the West Coast, or programs offered for underserved youth)

3. **Project Needs and Outcomes** (recommended length: 1 page)
 - a. How will the project enhance education about Japanese American confinement during World War II?
 - b. How will the project's desired outcomes enhance education about Japanese American confinement during World War II?
4. **Project Work Plan & Activities** (recommended length: 1 page) Describe how the project work plan, timeline, activities, methodology, and use of technology, and the project's plans for mitigating risk will address the identified project need and accomplish its proposed outcome. How will the project be effectively managed and completed? (*For example, explain any pre-project planning or research that has been completed, such as audience surveys. Describe methodologies, procedures and proposed actions. Provide a timeline for completion, including each major activity and the final deadline date. Projects must be completed within an established grant period, generally within two to four years of funding.*)
5. **Project Budget** (recommended length: ½ page) How is the project budget reasonable? (*Explain how the Federal funds and non-Federal cost share will be used and demonstrate how this use of funds is allowable, reasonable, and directly relevant*)

to the project. Explain your plan for providing the non-Federal cost share unless a cost share waiver is being requested).

6. **Qualified Personnel** (recommended length: ½ page) Do the selected personnel have the qualifications and ability to complete the project in a timely and professional manner? (*List key personnel and briefly describe their qualifications. If personnel have not been selected, describe the qualifications you will require.*)
7. **Audience Reach** (recommended length: 1 page) How will the project effectively convey the historical importance of understanding Japanese American confinement during World War II to the public? Describe the size of your intended audience and how the project will reach new and diverse audiences. Clearly define the project's distribution and overall audience reach, including a description of how multiple formats may maximize impact?
8. **Sustainability** (recommended length: 1 page) How will the project result in sustainable long-term educational experiences? What strategies will be implemented to monitor and evaluate the long-term impacts of the project? (*Demonstrate that you have the ability for the long-term maintenance, operation, distribution and/or follow-up of the project. For example, describe how your organization will meet the long-term objectives of the project, disseminate project results and/or follow up on planned subsequent phases of the project.*)
9. **Community Engagement** (recommended length: 1 page) - How much support and participation does the project have from the formerly incarcerated, stakeholders, and/or the public? If there is a primary applicant representing a group of collaborating partners, have partnering organizations demonstrated their support and commitment to the project. (*Letters of support are shared with the Japanese American Confinement Education Grant Merit Review Panel. Letters should demonstrate a strong level of support and/or a commitment of resources to the project, either through cash funding, in-kind support, public participation, or continued involvement during and after completion of the project.*)
10. **Sources of Non-Federal Cost Share** (recommended length: ½ to 1 page) - A 2:1 Federal to non-Federal cost share is required. Please list the secured sources and amounts of the required non-Federal cost share, which can be cash, supplies/materials/equipment, or in-kind services. Federal funds may not be used for the cost share. If the cost share is not yet secured, please list the planned sources and amounts. If a cost share waiver is being requested, please refer to Cost Share Waiver Justification guidance below.
11. **Cost Share Waiver Justification** (if applicable) (recommended length: 1 page) – If a waiver to the cost sharing requirement is deemed necessary by the applicant, a cost

share waiver justification must be submitted as part of the application package. In the cost share waiver justification, the applicant must clearly demonstrate the following: 1) that no reasonable means are available through which the applicant can meet the cost sharing requirement; and 2) that the benefit of the completed project clearly outweighs the public interest in the cost sharing requirement. The applicant must clearly state the cost share waiver amount being requested for the project. If a partial cost share, either monetarily or in-kind, will be provided, the project budget should reflect that amount. If no cost share can be provided, the project budget should reflect no cost sharing amounts, either monetarily or in kind. Only the Secretary of the Interior has the authority to approve a waiver to the cost sharing requirement. Final approval of a waiver request will be made at the same time as final selection of the awards by the Secretary of the Interior and announced simultaneously.

- **Indirect Costs (REQUIRED)** - If your proposed budget includes indirect costs, the rate as proposed must meet the requirements of 2 CFR Part 200, Section 200.414 and 2 CFR Part 200, Appendix III through Appendix VII as applicable. A negotiated indirect cost rate agreement must be provided with your proposal. Proposals that fail to document their indirect costs will have those costs disallowed. Entities without a Federally-approved indirect rate agreement may elect to use a rate of 10% of modified total direct costs.
- **Statement of Overlap (REQUIRED)** - All applicants must provide a statement to identify whether or not any overlap exists between the proposed project and any other active or anticipated projects in terms of activities, costs, or time commitment of key personnel. If the project proposed in this application is funded through another Federal financial assistance award, in part or in whole, the applicant must provide a statement detailing the potential funding overlap in regard to activities, costs, or time commitment of key personnel. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted or copy of Federal financial assistance award covering activities covered under this proposal. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount. If no such overlap or duplication exists, state, “There are no overlaps or duplication between this application and any of our other Federal applications or funded projects”.
- **Letter of consent from the owner of any property used in a proposed project (If Applicable)** - If the applicant does not own the property, materials, artifacts, or collection, you must attach a letter from the owner giving consent to the applicant to undertake work on or use of the property, materials, artifacts, or collection for this specific project.
- **Letters of support from collaborating partner organizations contributing to the project (If Applicable)** - If the applicant requires the approval of or support from another participating organization (for example, permission to attend a pilgrimage event or work

with artifacts in a collection), please attach a letter of support from that organization giving consent to the applicant for this specific project.

- **Supplemental Information** (If Applicable) - Supplemental information, such as exhibit designs or website mock ups, may be submitted, but is not required. If supplemental information is submitted, it **must** be included with the grant application package and will not be considered if sent separately. Any supplemental information submitted in an electronic format **must** be sent as a PDF and must be directly pertinent to the project proposal.

Optional Requirements (If Applicable):

- **Conflict of Interest Disclosure** (If Applicable)
Per the Financial Assistance Interior Regulation (FAIR), 2 CFR §1402.112, applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

Applicability.

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

Notification.

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

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

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

Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR §200.339, Remedies for noncompliance, including suspension or debarment (see also 2 CFR §180).

- **Uniform Audit Reporting Statement (If Applicable)**
 U.S. states, local governments, federally recognized Indian tribes, institutions of higher education, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant’s fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse’s Internet Data Entry System](#), in accordance with 2 CFR 200 subpart F. U.S. state, local government, federally recognized Indian tribes, institutions of higher education, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.
- **Certification Regarding Lobbying (If Applicable)**
 Applicants requesting more than \$100,000 in Federal funding must certify to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#). If this application requests more than \$100,000 in Federal funds, the Authorized Official’s signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity’s certification of the statements in 43 CFR Part 18, Appendix A.
- **Disclosure of Lobbying Activities (If Applicable)**
 Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the [SF-LLL, “Disclosure of Lobbying Activities”](#) form if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non-appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available with this Funding Opportunity on [Grants.gov](#). See 43 CFR, Subpart 18.100 and 31 USC 1352 for more information on when additional submission of this form is required.

Please note that application materials, including supplemental information, will **not** be returned. All application materials, including photographs, become the property of the National Park Service and may be reproduced by the National Park Service or its partner organizations without permission; appropriate credit will be given for any such use. Applicants should maintain original copies of their application materials for their personal records.

If selected for award, NPS reserves the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

- (a) Other budget information
- (b) Financial capability
- (c) Evaluation of risk

(d) Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 43 C.F.R. § 17)

3. Unique Entity Identifier and System for Award Management (SAM) Registration

This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a [Unique Entity Identifier \(UEI\)](#) which replaces the Data Universal Numbering System (DUNS) number from Dun & Bradstreet in April 2022. A Federal award may not be made to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Federal award recipients must also continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s).

- **Register with the System for Award Management (SAM)**

Applicants can register on the [SAM.gov](#) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov “[Register with SAM](#)” page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities will be assigned a Unique Entity Identifier (UEI). Entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity’s IRS information. There is no cost to register with SAM.gov. There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; please be aware you can register and request help for free. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

4. Submission Dates and Times

Applicants are held responsible for their proposals being submitted to the National Park Service.

Applications must be received by Thursday, November 14, 2024, 5:00 PM, (Mountain Time). Note: this is not a postmark date.

Applicants are encouraged to submit the application well before the deadline. Applicants are encouraged to submit the application well before the deadline. Note: Per 2 CFR 1402.204 (f) Bureaus and offices must consider the timeliness of the application submission. Applications that are submitted beyond the announced deadline date must be removed from the review process.

Application preparation time may take several weeks, so please start the application process as soon as possible. If it is determined that a proposal was not considered due to lateness, the applicant will be notified during the selection process.

5. Intergovernmental Review

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

http://www.whitehouse.gov/omb/grants_spoc/

6. Funding Restrictions

Costs incurred by the applicant prior to the start date of the period of performance of a signed Federal award are only allowable with written approval by a Financial Assistance Awarding Officer.

7. Other Submission Requirements

Complete applications must be submitted to the National Park Service by the deadline identified in paragraph 4 above, via one of the addresses listed below. Applications submitted by other means or not received by the deadline will not be considered.

Where to Submit: Complete Application Packages must be submitted to the National Park Service by the deadline via one of the addresses listed below:

Email Submission: nps_jacsgrants@nps.gov

***Please note, if submitting your application through the email submission inbox, full applications must not exceed 25 megabytes of data.**

Postal Service Delivery:

National Park Service
ATTN: Justin Henderson
P.O. Box 25287
Denver, CO 80225-0287

Express Delivery:

National Park Service
ATTN: Justin Henderson
1 Denver Federal Center
Building 50
Denver, CO 80225

In the event the applicant experiences technical difficulties with submitting their application, please contact Katie Gaertner by phone at 720-595-4942 or email at: nps_jacsgrants@nps.gov.

START THIS PROCESS EARLY DON'T DELAY

Section E: Application Review Information

1. Criteria

NPS will evaluate and consider only those applications that address each of the merit review criteria. Each applicant is required to provide a detailed narrative, in accordance with Section D.2 (Application and Submission Information) listed above, for the following criteria elements. It is HIGHLY recommended that the Project Narrative has sections labeled as follows:

Criterion 1. Organizational Profile & Suitability	
C1. Public Law 117-328 defines a Japanese American organization as, “a private nonprofit organization within the United States established to promote the understanding and appreciation of the ethnic and cultural diversity of the United States by illustrating the Japanese American experience throughout the history of the United States.” The submitted organizational profile aligns with this definition and illustrates the capability of the organization to educate the public about the historical importance of understanding Japanese American confinement during World War II.	Total Points: 15
The organizational profile clearly demonstrates how the applicant meets the definition identified in the authorizing legislation. The organizational profile clearly illustrates the applicant’s experience and success in providing educational and/or interpretive programming related to the Japanese American experience throughout the history of the United States and more specifically Japanese American confinement during World War II.	15
The organizational profile meets the definition identified in the authorizing legislation. The organizational profile illustrates the applicant has some experience providing educational and/or interpretive programming related to the Japanese American experience throughout the history of the United States.	7
The organizational profile outlines the applicant’s experience providing educational and/or interpretive programming.	1

Criterion 2. Project Needs & Outcomes

C2. There is a critical need that exists, and the project outcomes address that need.	
Total Points:	10
The project is clearly defined and demonstrates how it enhances education about Japanese American confinement during World War II. The project outcomes will have a meaningful impact on educating the public about the confinement experience.	10
The project identifies a need to address education about Japanese American confinement during World War II. The project adequately describes its outcomes will improve educating the public about the confinement experience.	5
Although there is an identified project, there is minimal explanation about how the project addresses it addresses educating the public about the confinement experience.	1

Criterion 3. Project Work Plan and Activities	
C3. The feasibility and appropriateness of the project work plan, timeline, activities, methodology, and use of technology, and the project’s plans for mitigating risk will address the identified project need and accomplish its proposed outcome.	Total Points: 15
The project plan is well organized, detailed, and technically feasible. The desired goals and outcomes are clearly identified and attainable within the proposed timeline. The project directly addresses the critical need identified in Criterion 2 with an appropriate solution. The proposed methods and/or technologies are innovative and address project needs.	15
The project plan is clear, sufficient, and technically feasible. The desired outcome is identified and attainable within the proposed timeline. The project adequately addresses the critical need identified in Criterion 2 with an appropriate solution. The proposed methods and/or technologies are appropriate for addressing project needs.	7
The proposed project only minimally addresses the critical need identified in Criterion 2.	1

Criterion 4. Project Budget	
C4. The project budget is reasonable.	Total Points: 10
The project budget is comprehensive and well detailed, clearly documents the Federal and non-Federal cost share and includes a realistic plan for acquiring non-Federal cost share. All budget items are allowable, reasonable, and directly relevant to the project. The budget reflects competitive sourcing and reasonable cost comparisons. If no reasonable means are available through which the applicant can meet the cost sharing requirement, and the benefit of the completed project clearly outweighs the public interest in the cost sharing requirement, the budget clearly reflects if a partial or no cost share, either monetarily or in-kind, will be provided, and the waiver justification is clearly articulated in the application.	10
The project budget presents basic information, including documentation of Federal and non-Federal cost share. Budget items are generally appropriate, although there are some questions and possible inadequacies in terms of appropriateness. If no reasonable means are available through which the applicant can meet the cost sharing requirement, and the benefit of the completed project clearly outweighs the public interest in the cost sharing requirement, the budget identifies that a partial or no cost share, either monetarily or in-kind, will be provided, and the waiver justification has been submitted in the application.	5
The project budget minimally presents basic information, including documentation of Federal and non-Federal cost share. Some budget items may not be appropriate and there are major questions regarding technical soundness and applicability. If no reasonable means are available through which the applicant can meet the cost sharing requirement, and the benefit of the completed project clearly outweighs the public interest in the cost sharing requirement, the budget fails to reflect that a partial or no cost share, either monetarily or in-kind, will be provided, and the waiver justification is not included in the application.	1

Criterion 5. Qualified Personnel	
C5. Selected personnel have the qualifications and ability to complete the project in a timely and professional manner.	Total Points: 10
Key personnel are in place and have clearly demonstrated the ability and qualifications to manage the project and/or undertake the work based on the successful management of projects of similar scope and scale. All key personnel have been identified, and it is clear that the selected persons (including contractors and consultants) who are identified will have the qualifications and professional expertise needed to successfully complete the project.	10
Key personnel are in place and have adequately demonstrated the ability and qualifications to manage the project and/or undertake the work. If all key personnel have not been identified, it is clear that the selected persons (including contractors and consultants) who are identified will have adequate qualifications and professional expertise to successfully complete the project	5
Key personnel are selected but have minimal qualifications to undertake the work. If key personnel are not selected, it is not clear that the selected persons will have the qualifications needed to successfully complete the project.	1

Criterion 6. Audience Reach	
C6. The project will effectively convey the historical importance of understanding Japanese American confinement during World War II to audiences in large numbers. The project's distribution and overall audience reach is clearly defined and includes related digital and/or nondigital project components to maximize impact.	Total Points: 15
The project will have a meaningful impact on broad audiences. The project will have a significant national impact on education about the Japanese American confinement experience during World War II. The project is compelling and will capture the attention of a national audience and national media. The size of the intended audience is clearly defined and demonstrates how the project will reach new and diverse audiences, including a description of how multiple formats may maximize impact.	15
The project will have a moderate and/or regional impact on education about the Japanese American confinement experience during World War II. The project will primarily capture the attention of audiences already familiar with Japanese American history. The project audience is defined.	7

The project will have a minimal and/or local impact on education about the Japanese American confinement experience during World War II. The project audience and overall reach is not clearly defined.	1
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Criterion 7. Sustainability

C7. Public Law 117-328 states that grants are, “... to educate individuals, including through the use of digital resources, in the United States on the historical importance of Japanese American confinement during World War II, so that present and future generations may learn from Japanese American confinement and the commitment of the United States to equal justice under the law.” The project will result in sustainable long-term educational experiences. Strategies to monitor and evaluate the long-term impacts of the project are identified.	Total Points: 10
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The project will have a long-term positive impact on education about the Japanese American confinement experience during World War II. The grant applicant demonstrates a long-term commitment to the project’s sustainable implementation. Strategies for monitoring and evaluating the effectiveness and long-term goals of the project are clearly defined.	10
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The project will have a positive impact on education about the Japanese American confinement experience during World War II. The grant applicant demonstrates a commitment to the project’s sustainable implementation. Strategies for monitoring and evaluating the effectiveness and goals of the project are outlined.	5
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The project will have an impact on education about the Japanese American confinement experience during World War II. The grant applicant demonstrates a commitment to the project’s implementation.	1
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Criterion 8. Community Engagement

C8. The project has support and participation from the formerly incarcerated and their descendants, stakeholders, and/or the public.	Total Points: 10
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The project has very strong support from the formerly incarcerated and their descendants, stakeholders, and the public, and the proposal includes numerous letters of support from stakeholders. If there is a primary applicant representing a group of collaborating partners, then all partnering organizations have provided a letter of support. There will be a very high level of public engagement and involvement during and after the project is completed.	10
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Letters of support have been submitted, and the proposal demonstrates that there will be public involvement in the project. If there is a primary applicant	5
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representing a group of collaborating partners, then some of the partnering organizations have provided a letter of support.	
The project appears to have little, if any, public support and/or involvement. If there is a primary applicant representing a group of collaborating partners, no partnering organizations have provided letters of support.	1

Criteria 9. Organizational Size	
C9. In accordance with Public Law 117-328, priority consideration will be given to Japanese American organizations with fewer than 100 employees.	Total Points: 5
The primary applicant organization has fewer than 100 employees.	5
The primary applicant organization has more than 100 employees.	0

2. Review and Selection Process

NPS personnel, and in some cases independent reviewers, will review all proposals. All proposals for funding will be considered using the criteria outlined above. A summary of the review panel comments may be provided to the applicant if requested.

a. Initial Review

Prior to conducting the comprehensive merit review, an initial review will be performed to determine whether: (1) the applicant is eligible for an award; (2) the information required by the NOFO has been submitted; (3) all mandatory requirements of the NOFO are satisfied; and (4) the proposed project is responsive to the program objectives of the NOFO (program determination). If an applicant fails to meet the requirements or objectives of the NOFO, or does not provide sufficient information for review, the applicant will be considered non-responsive and eliminated from further review.

b. Comprehensive Merit Review

The Japanese American Confinement Education Grants Review Panel, a panel of Federal agency experts representing applicable disciplines, will review and evaluate all eligible applications based on the criteria listed above.

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

A summary of the review panel comments will be provided to the applicant if requested.

c. Selection

The Japanese American Confinement Education Grants Review Panel will consider the merit review, as well as the amount of funds available and the following program policy factors.

Program policy factors include:

1. Represents critical elements associated with the confinement of Japanese Americans during World War II.
2. Demonstration of collaboration between multiple organizations.

The Review Panel will provide recommendations to the Secretary of the Interior for final project selection. The Secretary of the Interior will select the successful proposals.

d. Discussions and Award

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

3. CFR – Regulatory Information

See the National Park Service’s Award Terms and Conditions for the general administrative and national policy requirements applicable to Service awards. The Service will communicate any other program- or project-specific special terms and conditions to recipients in their notices of award.

4. Evaluation of Applicant Risk

In accordance with 2 C.F.R. § 200.205, applications selected for funding will be subject to a pre-award risk assessment, which may include a review of information contained within the applicant’s proposal, past audits, Federal Awardee Performance and Integrity Information System (FAPIIS), and/or past performance on previous Federal financial assistance awards. Negative information that leads to a recipient being designated as “Medium Risk” or “High Risk” may result in specific conditions, as identified in 2 C.F.R. § 200.207, being incorporated into the final award.

5. Anticipated Announcement and Federal Award Dates

Estimated date of Federal Award: June, 2025

Estimated date notifying successful and unsuccessful applicants: Spring, 2025

Section F: Federal Award Administration Information

1. Federal Award Notices

Upon being selected for the award, successful applicants will receive a notification of the selection of their application for funding. A notice of selection is not an authorization to begin performance on an agreement. This notice will detail the next steps in the awarding process. Once all clearances and reviews have been conducted, a grant agreement will be sent for signature.

Work cannot begin before the non-Federal entity receives a fully executed copy of the grant agreement which contains the signature of the Financial Assistance Awarding Officer. Any pre-award costs incurred prior to the receipt of a signed agreement or written notice signed by a Financial Assistance Awarding Officer authorizing pre-award costs, is at the applicant's own risk. A signed grant agreement signed by a Financial Assistance Awarding Officer is the only authorizing document to begin performance.

Organizations whose applications have not been selected will be advised as promptly as possible.

2. Administrative and National Policy Requirements

See the "[DOI Standard Terms and Conditions](#)" for the administrative and national policy requirements applicable to DOI awards.

Data Availability

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.315](#):

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

3. Reporting

- a. **Financial Reports:** All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 120 calendar days after the award period of

performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

- b. **Performance Reports:** Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 120 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.
- c. **Real Property Reports:** Recipients and subrecipients are required to submit status reports on the status of real property acquired under the award in which the Federal government retains an interest. The required frequency of these reports will depend on the anticipated length of the Federal interest period. The Bureau will include recipient-specific real property reporting requirements, including the required data elements, reporting frequency, and report due dates, in the Notice of Award when applicable.
- d. **Conflict of Interest Disclosures:** Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. The Service will examine each conflict-of-interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, the Service will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies the Service may result in any of the remedies described in [2 CFR 200.339 Remedies for Noncompliance](#), including termination of the award.
- e. **Other Mandatory Disclosures:** The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a

Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.339 Remedies for Noncompliance, including suspension or debarment.

4. Reporting Matters Related to Recipient Integrity and Performance:

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 C.F.R. 200.

5. Significant Developments Reports:

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify the Service in writing of any favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Section G: Federal Awarding Agency Contacts

Program Technical Contact:

Name: Justin Henderson
Address: 1 Denver Federal Center
Building 50
Denver, CO 80225
Phone: 303-842-4807
E-mail: Justin_Henderson@nps.gov

Program Administration Contact:

Name: Katie Gaertner
Address: 1 Denver Federal Center
Building 50
Denver, CO 80225
Phone: 720-595-4942
E-mail: Katie_Gaertner@nps.gov

Section H: Other Information:

Payments

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by the Service program. Foreign recipients receiving funds to a final destination bank outside the U.S. are required to receive payment through the U.S. Treasury's International Treasury Services (ITS) System. Foreign recipients receiving funds to a final destination bank in the U.S. are required to enter and maintain current banking details in their SAM.gov entity profile and receive payment through the Automated Clearing House network by electronic funds transfer (EFT). The Bureau will include recipient-specific instructions on how to request payment, including identification of any additional information required and where to submit payment requests, as applicable, in all Notices of Award.