

Fiscal Year 2020 National Sea Grant College Program Dean John A. Knauss Marine Policy  
Fellowship

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## ANNOUNCEMENT OF FEDERAL FUNDING OPPORTUNITY

## EXECUTIVE SUMMARY

Federal Agency Name(s): Oceanic and Atmospheric Research (OAR), National Oceanic and Atmospheric Administration (NOAA), Department of Commerce

Funding Opportunity Title: Fiscal Year 2020 National Sea Grant College Program Dean John A. Knauss Marine Policy Fellowship

Announcement Type: Initial

Funding Opportunity Number: NOAA-OAR-SG-2020-2005911

Catalog of Federal Domestic Assistance (CFDA) Number: 11.417, Sea Grant Support

Dates: Eligible applicants must submit application materials by 5:00 p.m. local time on February 22, 2019 to eligible Sea Grant Programs. Applicants enrolled towards a degree in a graduate or professional program in a state or territory served by a Sea Grant Program must submit to that program. Other applicants must submit their applications to the Sea Grant program to which they were referred to by the Knauss Fellowship Program Manager as listed in Section VII.

Selected applications from the eligible Sea Grant program are to be received and validated by grants.gov by the deadline of 11:59 p.m. Eastern Daylight Time (EDT) on April 05, 2019. (Note that National Sea Grant Office staff will only be available to answer questions until 5:00 p.m. EDT.) Other than attaching the signed letter of recommendation from the eligible Sea Grant Director, the application submitted to the eligible Sea Grant program by the applicant must be submitted to grants.gov unchanged.

Funding Opportunity Description: The National Sea Grant College Program was enacted by U.S. Congress in 1966 (amended in 2008, Public Law 110-394) to support leveraged federal and state partnership that harness the intellectual capacity of the nation's universities and research institutions to solve problems and generate opportunities in coastal communities.

This notice announces that applications may be submitted for the 2020 National Sea Grant College Program Dean John A. Knauss Marine Policy Fellowship (Sea Grant Knauss Fellowship Program). The National Sea Grant College Program anticipates funding not less than 35 selected applicants, of which those assigned to the Legislative branch will be approximately 14. Each award will be funded up to a total of \$71,500 in federal funding, which includes up to \$10,000 for office-related travel. In certain circumstances additional office-related travel funding may take the award above \$71,500. In such cases any additional funds will be administered through an amendment to the grant.

Applicants are strongly encouraged to reach out to the Sea Grant Program in their state/territory one to two months prior to the state application deadline to receive application support and provide notification of an intent to apply. The applicant should allow sufficient time to schedule an interview with the eligible Sea Grant program at the program's request.

This document sets out requirements for submitting to NOAA-OAR-SG-2020-2005911. Additional guidance and tips on how best to prepare an application are provided in the Sea Grant General Application Guide available at:  
<https://seagrants.noaa.gov/Portals/1/Guidance/SeaGrantGeneralApplicationGuide.pdf>

## FULL ANNOUNCEMENT TEXT

## I. Funding Opportunity Description

## A. Program Objective

NOAA provides funding to Sea Grant institutions to increase the understanding, assessment, development, management, utilization, and conservation of the Nation's ocean, coastal, and Great Lakes resources by providing assistance to promote a strong educational base, responsive research and training activities, broad and prompt dissemination of knowledge and techniques, and multidisciplinary approaches to environmental problems, in accordance with 33 USC 1121(b).

The Sea Grant Act includes a legislative mandate to provide an educational experience in the policies and processes of the Legislative and Executive Branches of the Federal Government for students enrolled in graduate or professional programs that have an interest in ocean, coastal and Great Lakes resources and in the national policy decisions affecting those resources. In 1979, the National Oceanic and Atmospheric Administration's (NOAA's) National Sea Grant College Program initiated the Sea Grant Knauss Fellowship Program to help fulfill its broad educational responsibilities and meet this legislative mandate. The Sea Grant Knauss Fellowship Program meets NOAA's Mission of "Science, service and stewardship."

## B. Program Priorities

N/A

## C. Program Authority

Statutory authority for this program is provided under the National Sea Grant College and Program Act of 1966, as amended (33 USC 1121 et seq.).

## II. Award Information

## A. Funding Availability

Subject to the availability of funding, the quality of applications, and potential host office participation, this announcement describes how eligible applicants should apply for the Sea Grant Knauss Fellowship Program. Sea Grant anticipates funding not less than 35 selected applicants, of which those assigned to the Legislative branch will be approximately 14. Each award will be funded up to a total of \$71,500 in federal funding, which includes up to \$10,000 for office-related travel. In certain circumstances additional office-related travel

funding may take the award above \$71,500. In such cases any additional funds will be administered through an amendment to the grant.

There is no guarantee that funds will be available to make awards, or that any application will be selected for funding. If an applicant incurs any costs prior to receiving an award agreement signed by an authorized NOAA official, it does so at its own risk of not being selected or of these costs not being included in a subsequent award. NOAA and DOC will not be responsible for any incurred project costs if this program fails to receive full funding.

#### B. Project/Award Period

Awards are for thirteen months (February 1, 2020 - February 28, 2021) and cannot be renewed or deferred. The final month of the award can be utilized by the Fellow for relocation expenses, and is not intended for Fellows to carry out host office activities or any other fellowship-salaried activities. Pre-award spending may be authorized 150 days prior to the start date of the award.

#### C. Type of Funding Instrument

The funding instrument is a cooperative agreement to a Sea Grant Program at an eligible institution, which will receive and administer the overall cooperative agreement on behalf of each fellow selected from their program. A cooperative agreement is used when substantial involvement of the federal government during performance of the proposed work is anticipated. These awards will be a cooperative agreement because of substantial involvement by the Sea Grant Knauss Fellowship Program Manager as well as the governmental and federal host offices in mentoring and hosting successful applicants.

### III. Eligibility Information

#### A. Eligible Applicants

The following entities are eligible to submit to this opportunity:

Any student, regardless of citizenship, who, on February 22, 2019, is enrolled towards a degree in a graduate program, that has an interest in ocean, coastal, and Great Lakes resources and in the national policy decisions affecting those resources. The graduate degree must be awarded through an accredited institution of higher education in the United States or U.S. Territories.

The National Sea Grant College Program champions diversity, equity, and inclusion (DEI) by recruiting, retaining and preparing a diverse workforce, and proactively engaging and

serving the diverse populations of coastal communities. Sea Grant is committed to building inclusive research, extension, communication and education programs that serve people with unique backgrounds, circumstances, needs, perspectives and ways of thinking. We encourage applicants of all ages, races, ethnicities, national origins, gender identities, sexual orientations, disabilities, cultures, religions, citizenship types, marital statuses, education levels, job classifications, veteran status types, and income, and socioeconomic status types to apply for this opportunity.

#### B. Cost Sharing or Matching Requirement

Standard Sea Grant cost sharing is not required for this call.

#### C. Other Criteria that Affect Eligibility

This is a one-time fellowship opportunity. Applicants that have been selected and notified as a finalist in past years are not eligible to submit an application.

The fellowship will take place in the National Capital region, so applicants must be able to reside in the Washington, DC area. Non-US citizens are responsible for obtaining the appropriate visa to allow them to work in the United States during the fellowship period.

Foreign nationals please note: while this fellowship is open to all eligible students regardless of nationality, a significant number of participating Federal host offices are unable to accept foreign nationals as Fellows. As such, there is a possibility of not receiving a placement in a host office.

Prior contact/arrangements made with possible host offices before the start of the placement week will be cause for immediate disqualification from the process.

### IV. Application and Submission Information

#### A. Address to Request Application Package

The application package is available online and can be downloaded from [www.grants.gov](http://www.grants.gov) under opportunity NOAA-OAR-SG-2020-2005911. It may also be obtained from an eligible Sea Grant program. If an eligible applicant does not have access to the internet, please contact the Agency Contacts listed in Section VII for submission instructions.

Applicants enrolled towards a degree in a graduate or professional program in a state or territory not served by a Sea Grant program must first contact the Agency Contact listed in

Section VII to obtain a written referral to an eligible Sea Grant program. This referral must be included in the application package.

#### B. Content and Form of Application

Applications must adhere to the provisions under "Required Elements" below. The first six sub-elements listed in Section IV.B.1.a must be completed by the student, adhere to the written requirements, and be submitted to the eligible Sea Grant program by the state Sea Grant program deadline (see Section IV.D). Failure to do so will result in the application being rejected without review at the state level.

The final sub-element listed in Section IV.B.1.a must be added by the eligible Sea Grant program prior to final submission to grants.gov.

All seven sub-elements must adhere to the written requirements and be submitted by the eligible Sea Grant program to grants.gov by the national application deadline (see Section IV.D). Failure to do so will result in applications being rejected without review at the national level.

Additional guidance on Sea Grant-specific form completion can be found in the Sea Grant General Application Guide, available at:

<https://seagrant.noaa.gov/Portals/1/Guidance/SeaGrantGeneralApplicationGuide.pdf>

The Sea Grant program or applicant must redact all Personally Identifiable Information (PII) in the application materials prior to final submission to grants.gov. PII that must be redacted from the application includes social security number, date of birth, and student identification number (from transcripts).

#### Required Elements:

##### 1. Project Narrative

The Application must include the following documents in the following format:

##### a) Project Proposal Narrative

The project proposal narrative must contain seven sub-elements. Six sub-elements must be completed by the student and one sub-element must be attached to the application by the eligible Sea Grant program.

The following six sub-elements are to be submitted by the student to the eligible Sea Grant program:

- (1) Curriculum vitae (not to exceed two pages).
- (2) Personal education and career goal statement emphasizing the applicant's abilities and the applicant's expectations of the fellowship experience in terms of their career development (1000 words or less).
- (3) Two signed letters of recommendation, including one from the student's major professor; if no major professor exists, a faculty member with knowledge of the applicant's academic performance may be substituted. All applicants will be evaluated solely on their application package according to the criteria listed in Section V. Therefore, letters of endorsement from members of Congress, friends, or relatives will not be accepted. Any letters beyond the two letters of recommendation and the eligible Sea Grant Director's letter will be disregarded by the selection panel.
- (4) Listing of classes and/or plans for spring 2019, summer 2019, and fall 2019 (not to exceed one page).
- (5) Clear, scanned copies of all official undergraduate and graduate student transcripts.
- (6) For applicants in a state or territory not served by an eligible Sea Grant program, but applying through an eligible Sea Grant program, a written statement from the Sea Grant Knauss Fellowship Program Manager referring the applicant to the most appropriate eligible Sea Grant program must be included as part of that applicant's application package to the Sea Grant program.

The following sub-element is to be submitted by the program:

(7) Signed letter of recommendation from the eligible Sea Grant Director, which documents an interview with the applicant and, a placement recommendation for the applicant (legislative or executive).

b) Sea Grant 90-2 Project Summary Short Form (OMB Control No. 0648-0362)

A required Excel file where each project within the Application must be detailed on a separate 90-2 tab of the form, and the overall yearly budget must be provided on the "Yearly Breakdown" tab. The 90-2 Short Form can be found here:

<https://seagrant.noaa.gov/insideseagrants/implementation>

Guidance on how to complete the form is located in the Sea Grant General Application



Guidance Document, available at:

<https://seagrant.noaa.gov/Portals/1/Guidance/SeaGrantGeneralApplicationGuide.pdf>

c) Abbreviated Environmental Compliance Questionnaire (OMB Control No. 0648-0538)

This announcement is not seeking proposals that will have an environmental impact.

Therefore, an abbreviated environmental compliance questionnaire is not required as part of the proposal.

d) Data Management Plan

This announcement is not seeking proposals that generate environmental data. Therefore, a Data Management Plan is not required as part of the Proposal.

2. Budget Narrative

The application package must also include the following budget documents (Sea Grant 90-4 Forms and Budget Justification Narratives) in the following format:

a) Sea Grant 90-4 Form (OMB Control No. 0648-0362)

A required form used to provide a budget breakdown and budget justification for the overall proposal in this application. Guidance on filling out the Sea Grant 90-4 Form is located in the Sea Grant General Application Guidance Document, available at:

<https://seagrant.noaa.gov/Portals/1/Guidance/SeaGrantGeneralApplicationGuide.pdf>

b) Budget Justification

A budget justification narrative for the overall application that explains budget items in sufficient detail to enable review of the appropriateness of the funding requested. This document should be attached as a PDF to the Sea Grant 90-4 Form, as appropriate. Guidance on completing the justifications is located in the Sea Grant General Application Guidance Document, available at:

<https://seagrant.noaa.gov/Portals/1/Guidance/SeaGrantGeneralApplicationGuide.pdf>

3. Overall Application

In addition to the forms required above, standard Federal Forms and Assurances are required for the overall application and can be found with the application package on Grants.gov or on the Sea Grant website (links found below). These include:

a) SF-424 Form (Grants.gov, OMB Control No. 4040-0004)

This form, titled “Application for Federal Assistance,” must identify the entire funding period (February 1, 2020 - February 28, 2021), as well as the federal funding amount being requested by the applicant and the non-federal matching fund amount. The form must be

completed with the institution's accurate EIN and DUNS and Point of Contact, and signed by the institution's authorized representative or designee.

b) SF-424A Form (Grants.gov, OMB Control No. 4040-0006)

This form, titled "Instructions for Budget Information for Non-Construction Programs," must describe the entire four-year funding period in federal and non-federal dollars, for the entire application. Fill out Section B of this SF-424A form to show the overall budget breakdown by object class by year. Federal and match years should each have their own column.

c) SF-424B Assurances (Grants.gov, OMB Control No. 4040-0007)

The form, titled "Assurances – Non-Construction Programs," must be completed and signed by the institution's authorized representative or designee.

d) CD-511 (Grants.gov, US DOC)

The form, titled "Certification Regarding Lobbying," must be completed and signed by the institution's authorized representative or designee.

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

To enable the use of a universal identifier and to enhance the quality of information available to the public as required by the Federal Funding Accountability and Transparency Act of 2006, to the extent applicable, any proposal awarded in response to this announcement will be required to use the System for Award Management (SAM), which may be accessed online at <https://www.sam.gov/SAM/>. Applicants are also required to use the Dun and Bradstreet Data Universal Numbering System (DUNS) and will be subject to reporting requirements, as identified in OMB guidance published at 2 CFR Parts 25, 170 (2013), which may be accessed at [http://www.ecfr.gov/cgi-bin/text-idx?SID=1ccffb4c1d4de03add6a041113460f9&mc=true&node=se2.1.200\\_1300&rgn=div8](http://www.ecfr.gov/cgi-bin/text-idx?SID=1ccffb4c1d4de03add6a041113460f9&mc=true&node=se2.1.200_1300&rgn=div8)

D. Submission Dates and Times

Eligible applicants must submit application materials by 5:00 p.m. local time on February 22, 2019 to eligible Sea Grant Programs. Applicants enrolled towards a degree in a graduate or professional program in a state or territory served by a Sea Grant Program must submit to that program. Other applicants must submit their applications to the Sea Grant program to which they were referred to by the Knauss Fellowship Program Manager as listed in Section VII.

Selected applications from the eligible Sea Grant program are to be received and validated by grants.gov by the deadline of 11:59 p.m. Eastern Daylight Time (EDT) on April 05, 2019.

(Note that National Sea Grant Office staff will only be available to answer questions until 5:00 p.m. EDT.) Other than attaching the signed letter of recommendation from the eligible Sea Grant Director, the application submitted to the eligible Sea Grant program by the applicant must be submitted to grants.gov unchanged.

Please note: validation or rejection of an application by Grants.gov may take up to two business days after submission. Eligible Sea Grant programs should consider this process in developing their submission timeline. For eligible Sea Grant program applications submitted through grants.gov, a date and time receipt indication is included and will be the basis of determining timeliness.

#### E. Intergovernmental Review

Applications under the National Sea Grant College Program are not subject to Executive Order 12372, "Intergovernmental Review of Federal Programs."

#### F. Funding Restrictions

Indirect costs are not allowable for either the Fellowship or for any costs associated with the Fellowship.

The eligible Sea Grant program receives and administers the overall cooperative agreement of up to \$71,500. Of this amount, \$47,500 is to be used by the eligible Sea Grant program to cover the fellow's salary/stipend for the first twelve months of the fellowship; \$14,000 is to be used to cover fringe benefits, placement week costs, and other allowable expenses (health insurance, relocation, academic tuition, and academic- and fellowship-related travel, conference, and workshop expenses). Host offices may choose to provide additional funding for office-related travel up to an amount totaling \$10,000 which would bring the entire award up to \$71,500. Funding for office-related travel is not guaranteed and is entirely up to the host office with which the selected applicant is placed. In certain circumstances additional office-related travel funding may take the award above \$71,500. In such cases any additional funds will be administered through an amendment to the grant.

#### G. Other Submission Requirements

Selected applications from the eligible Sea Grant Program must be submitted electronically to grants.gov by the application deadline.

Proposals must be submitted through Grants.gov. If an eligible applicant does not have access to the internet, please contact the Agency Contacts listed in Section VII for submission instructions.

## V. Application Review Information

### A. Evaluation Criteria

At the state or territory Sea Grant review, components of the application will be evaluated with consideration of the following criteria:

(1) Recommendations and/or endorsements of student (15 percent). For the Knauss Fellowship program the endorsements and content of the letter from the applicant's major professor, and the second letter of recommendation are reviewed on the extent to which the letters:

- Demonstrate knowledge of the applicant and their abilities;
- Speak to the leadership potential, confidence, maturity, and self-direction of the applicant;
- Provide evidence of the applicant's willingness and flexibility to tackle issues beyond their area of expertise and an openness and capacity to expand experience;
- Provide evidence of the applicant's creative thinking, analytical skill, and ability to translate abstract concepts;
- Provide evidence of the applicant's ability to convey scientific knowledge in broader, non-scientific contexts.

(2) Academic record (15 percent). For the Knauss Fellowship program, the graduate and undergraduate transcripts, as well as the curriculum vitae, are reviewed on the extent to which:

- The education and experience in the applicant's area of expertise are appropriate to the career stage;
- The applicant displays strength in academic performance and competitive course grades;
- Records of publications and/or presentations are appropriate to the career stage, field, and institutional setting.

(3) Statement of career goals of the student (35 percent). For the Knauss Fellowship program, the career goal statement is reviewed on the extent to which:

- The goal statement is specific, direct, and concise while discussing what the applicant would bring to and gain from the Knauss fellowship;
- How clearly the applicant articulates a career or life goal;
- The goal statement provides evidence of creative thinking, analytical skill, and/or indicates the applicant's capacity and willingness to make connections between science and broader economic, social, and political issues;
- The goal statement demonstrates the applicant's ability to convey scientific knowledge in broader, non-scientific contexts;
- The goal statement includes clear objectives which align with the broader mission of the

Sea Grant program and NOAA.

(4) Additional relevant experience related to diversity of education; extra-curricular activities; honors and awards; and interpersonal, written and oral communication skills (35 percent). For the Sea Grant Knauss Fellowship Program, relevant experience would be in marine or aquatic-related fields. The curriculum vitae and career goal statement are reviewed on the extent to which:

- The applicant has employment, volunteer, or extracurricular activities in relevant academic, applied, research, administration outreach, or policy positions;
- The experience in the applicant's area of expertise is appropriate to the career stage;
- The applicant has received relevant honors and awards;
- The applicant has shown interest in working with diverse stakeholders;
- The applicant's experience demonstrates a commitment to apply scientific expertise to serve society;
- The applicant's experiences show prior leadership roles relevant to career stage (e.g., student government, faculty committees, advisory committees, professional societies, community initiatives, etc.).

At the national review, evaluation criteria are identical to that at the state or territory level, except that in criteria (1), the letter of endorsement from the eligible Sea Grant program director will also be considered.

#### B. Review and Selection Process

An initial administrative review is conducted to determine compliance with requirements and completeness of the Application. This review should occur at both the State/Territory Level and the Federal Level.

After submission to the eligible state program, and if the application meets the minimum requirements (sub-elements 1-6, Section IV.B.1.a), the application will be reviewed at the state or territory level. A panel composed of a minimum of three members, will individually discuss each application based on the evaluation criteria listed in Section V.A. Following this discussion, an individual score will be provided by each panel member. Once all applications have been discussed and scored, an average score will be computed for each application.

The top scoring applicants will then be submitted by the eligible Sea Grant program to the National Sea Grant College Program for the national review. Each eligible Sea Grant program may select and forward to the National Sea Grant College Program no more than six applications from that program's state/territory based on the evaluation criteria. In

addition, up to six additional applications from each non-Sea Grant state/territory may be submitted by the eligible Sea Grant program handling those applications.

For the national review, a review panel will be assembled to select the fellowship finalists. The panel will include representation from the National Sea Grant Advisory Board, the Sea Grant College Program network, current and/or former Knauss fellows, and other experts. Each panel member will be assigned applications to review before the panel meeting. During the panel meeting, panel members will discuss each application based on the evaluation criteria listed in Section V.A., as well as the signed letter of endorsement from the eligible Sea Grant Program Director. Following this discussion, scores for each evaluation criteria will be provided by panel members.

Awards will be made in rank order unless an application is justified to be selected out of rank based upon one or more of the selection factors described in the next section.

After final selection and announcement of Knauss Finalists, the Selecting Official will place applicants into either the legislative or executive cohort. Selection of executive and legislative cohorts will be informed by finalists' stated preference (solicited after the announcement of the finalist class), recommendations from the eligible Sea Grant Program Director and selection panel members, as well as selection factors listed below.

#### C. Selection Factors

The Selecting Official will award in order of average rank unless the proposal is justified to be selected out of rank order based upon any of the following selection factors:

- (1) Availability of funds
- (2) Balance/Distribution of funds:
  - Geographically
  - By types of institutions
  - Across academic disciplines
- (3) Alignment with the National Sea Grant College Program Strategic Plan, which can be found at <http://seagrant.noaa.gov>
- (4) Degree in scientific area and type of degree sought

The Selecting Official makes final recommendations for awards to the Grants Officer who is authorized to obligate the funds.

#### D. Anticipated Announcement and Award Dates

Subject to the availability of funds, awards are expected to start February 01, 2020. The

eligible Sea Grant Programs will be notified of the competitive selection results in June 2019.

## VI. Award Administration Information

### A. Award Notices

The notice of award is signed by the NOAA Grants Officer and is the authorizing document. The National Sea Grant Office (NSGO) will notify each unsuccessful applicant by informing the eligible Sea Grant Program Director through which the application was submitted in writing, via e-mail. The state Sea Grant Programs will, in turn, formally notify each unsuccessful applicant and forward the summary comments provided by the NSGO.

### B. Administrative and National Policy Requirements

(1) Department of Commerce Pre-Award Notification Requirements For Grants And Cooperative Agreements - The Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements contained in the Federal Register notice of December 30, 2014 (79 FR 78390) are applicable to this solicitation and may be accessed online at <http://www.gpo.gov/fdsys/pkg/FR-2014-12-30/pdf/2014-30297.pdf>.

(2) Uniform Administrative Requirements, Cost Principles, and Audit Requirements - Through 2 C.F.R. § 1327.101, the Department of Commerce adopted Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200, which apply to awards in this program. Refer to <http://go.usa.gov/SBYh> and <http://go.usa.gov/SBg4>.

(3) Department of Commerce Terms and Conditions - Successful applicants who accept a NOAA award under this solicitation will be bound by Department of Commerce Financial Assistance Standard Terms and Conditions. This document will be provided in the award package in NOAA's Grants Online system at <http://www.ago.noaa.gov> and at <http://go.usa.gov/hKbj>.

(4) Current Department of Commerce Standard Terms are here:  
[https://www.google.com/url?q=http://www.osec.doc.gov/oam/grants\\_management/policy/documents/Department%20of%20Commerce%20Standard%20Terms%20%26%20Conditions%2009%20October%202018.pdf&sa=D&source=hangouts&ust=1542379922550000&usg=AFQjCNGWcCFJnspO19fq3jw5CIe0c2bqng](https://www.google.com/url?q=http://www.osec.doc.gov/oam/grants_management/policy/documents/Department%20of%20Commerce%20Standard%20Terms%20%26%20Conditions%2009%20October%202018.pdf&sa=D&source=hangouts&ust=1542379922550000&usg=AFQjCNGWcCFJnspO19fq3jw5CIe0c2bqng)

(5) Limitation of Liability - Funding for programs listed in this notice is contingent upon

the availability of appropriations. Applicants are hereby given notice that funds may not have been appropriated yet for the programs listed in this notice. In no event will NOAA or the Department of Commerce be responsible for proposal preparation costs. Publication of this announcement does not oblige NOAA to award any specific project or to obligate any available funds.

(6) Unpaid or Delinquent Tax Liability - Certifications Regarding Federal Felony and Federal Criminal Tax Convictions, Unpaid Federal Tax Assessments and Delinquent Federal Tax Returns. In accordance with Federal appropriations law, an authorized representative of the selected applicant(s) may be required to provide certain pre-award certifications regarding federal felony and federal criminal tax convictions, unpaid federal tax assessments, and delinquent federal tax returns.

(7) Review of Risk - After Applications are proposed for funding by the Selecting Official, the Grants Office will perform administrative reviews, including an assessment of risk posed by the applicant under 2 C.F.R. 200.205. These may include assessments of the financial stability of an applicant and the quality of the applicant's management systems, history of performance, and the applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities. Special conditions that address any risks determined to exist may be applied. Applicants may submit comments to the Federal Awardee Performance and Integrity Information System (FAPIIS) about any information included in the system about their organization for consideration by the awarding agency.

(8) Minority Serving Institutions - The Department of Commerce National Oceanic and Atmospheric Administration (DOC NOAA) is strongly committed to increasing the participation of Minority Serving Institutions (MSIs), i.e., Historically Black Colleges and Universities, Hispanic-serving institutions, Tribal colleges and universities, Alaskan Native and Native Hawaiian institutions, and institutions that work in underserved communities.

(9) Freedom Of Information Act (FOIA) - In the event that an Application contains information or data that you do not want disclosed prior to award for purposes other than the evaluation of the Application, mark each page containing such information or data with the words "Privileged, Confidential, Commercial, or Financial Information - Limited Use" at the top of the page to assist NOAA in making disclosure determinations. DOC regulations implementing the Freedom of Information Act (FOIA), 5 U.S.C 552, are found at 15 C.F.R. Part 4, which sets forth rules for DOC to make requested materials, information, and records publicly available under FOIA. The contents of funded Applications may be subject to requests for release under the FOIA. Based on the information provided by the applicant, the



confidentiality of the content of funded Applications will be maintained to the maximum extent permitted by law.

### C. Reporting

Project progress reports are due on a semi-annual basis. Sea Grant programs must submit all reports to the NOAA Grants Office via Grants Online. Fellows must submit via email a mid-year and a final performance report (summary of accomplishments and activities) to their Sea Grant program. The mid-year report is due to the Sea Grant program no later than six months from the start of the fellowship. The final report is due by the last day of the fellowship. The Sea Grant program must then submit the mid-year progress to the NOAA Grants Office no later than 30 days following the end of the first six month period from the start date of the original award. The Sea Grant program must submit a comprehensive final project progress report to the NOAA Grants Office within 90 days after the award expiration date. The final project progress report will include the last interim reporting period.

The Federal Funding Accountability and Transparency Act (31 U.S.C. 6101) includes a requirement for awardees of applicable Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards. All awardees of applicable grants and cooperative agreements are required to report to the Federal Sub-award Reporting System (FSRS) available at <https://www.fsr.gov/> on all sub-awards over \$25,000. Refer to 2 CFR Parts 170.

## VII. Agency Contacts

Contact the Sea Grant Knauss Fellowship Program Manager, National Sea Grant College Program, 1315 East-West Highway, R/SG, Room 11861, Silver Spring, MD 20910; Tel: (301) 734-1088; E-mail: [oar.sg.fellows@noaa.gov](mailto:oar.sg.fellows@noaa.gov)

## VIII. Other Information

Recipients are required to use the National Sea Grant Planning Implementation and Evaluation Reporting (PIER) project database to communicate with the National Sea Grant Office on activities relating to this award. This includes tracking progress and impacts, in addition to performance metrics.

The information provided in the Sea Grant 90-2 Form will be uploaded into the PIER project database. Once the project is approved and funded, that information will be publicly available and searchable on the National Sea Grant College Program public website (<http://seagrants.noaa.gov>).

The grant Application and final report of all funded grants are public documents, except for privileged information or material that is personal, proprietary or otherwise exempt from disclosure under law. Appropriate labeling in the application will aid identification of what may be specifically exempt.