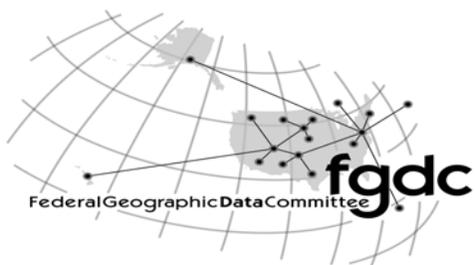


2004 NSDI Cooperative Agreement Program Announcement



PROGRAM ANNOUNCEMENT No. 04HQPA0006

For Fiscal Year 2004

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DON'T WAIT!! GET STARTED *NOW!!!*

Begin your application process by visiting the Grants.gov web site and click on the tab in the upper right side of the screen marked, “Get Started.” Begin working on the six steps now because it will take time to complete each step. If you wait until the last minute, you will not have enough time to complete the steps before the deadline for receipt of applications. Also, it will take time to become familiar with filling out the new electronic versions of the SF 424 forms that must be completed and submitted with your application.

Although no changes to the program announcement are anticipated, check back periodically at Grants.gov FIND to make certain no modifications have been issued.

Please remember that this fully electronic system is new for everyone. We’re just learning too!

HELP!

For all technical questions about applying through Grants.gov, call the Grants.gov Help Desk at: 1-800-518-GRANTS

For questions concerning this Program Announcement, call Ms. Karen L. Staubs, Grant Specialist, at (703) 648-7393 or via email at kstaubs@usgs.gov.

I. Funding Opportunity Description

Background

The concept of the National Spatial Data Infrastructure (NSDI) has been promoted for more than a decade now, and thanks to the ongoing stewardship of federal, state, local and tribal governments, the private sector and academia, we are seeing progress on many fronts. The basic tenets of the NSDI and their essential value are showing how the principles of common architecture, standards, and accessibility through a common portal can bring unity to what otherwise may appear to be a chaotic collection of individual programs.

The NSDI is the physical, organizational, and virtual network that allows the development and sharing of the nation's digital geographic information resources. The NSDI provides the national vision for geographic information that includes a distributed network of technology, cross-organizational partnerships, and the processes and standards needed to facilitate data sharing. The NSDI is a work in progress and its full national implementation is the overall goal of the numerous federal, state, county and local government contributing organizations.

For the past several years the NSDI Cooperative Agreements Program, managed by the Federal Geographic Data Committee (FGDC) Secretariat, has served as a useful mechanism to fund innovative projects in the geospatial data community to assist in building the infrastructure necessary to effectively discover, access, share, manage, and use digital geographic data.

A New Approach

This year, we are redesigning the NSDI grants program in partnership with other federal programs to pilot an approach that is more comprehensive and inclusive to enhance and accelerate our efforts in building the NSDI. The objective is to develop a model incentive program that will encourage other federal programs to participate in upcoming years to take advantage of partnerships, leverage resources, and most importantly, provide a more efficient process for applicants. The overall goal is to evolve the Cooperative Agreements Program to become a major source for incentives to seed sustainable state, local, and Tribal organizations participation in the NSDI.

The 2004 Partnership

The geospatial community needs to continue the pursuit of the vision, goals, and opportunities to implement an NSDI to provide access to digital geospatial information for decision support at all levels of government. Federal agencies have critical roles to play in developing the NSDI that include:

- providing leadership
- promoting best practices and standards to assure consistency of data

- fostering meaningful partnerships with State and local governments, as well as the private and non-profit sectors.

The FGDC, Geospatial One-Stop (GOS), and *The National Map*, are three national geospatial programs with federal leadership that share the common goal of building the NSDI. Late last year, senior leaders of these programs met and agreed to exploit each program's strengths and shore up any potential weaknesses by instituting rigorous coordination of activities among the three programs.

It was recognized that the principal tenets of the NSDI as identified a decade ago are sound. In addition, there is a common goal to provide federal leadership for a national strategy for geographic information and that each program plays an important and distinctive role in helping the community at large achieve the reality of the NSDI. These programs are briefly described as follows, emphasizing their complementary contributions to the NSDI. For more information, visit the referenced Web sites.

The **FGDC** (<http://www.fgdc.gov>) provides the glue that bonds the NSDI together. The FGDC is a multi-agency committee with the ongoing role and responsibility of coordinating geospatial activities with a primary focus on spatial data standards, policies, clearinghouse technology, education, and outreach. Since its inception, the FGDC has worked to put in place the six basic building blocks or common elements of the NSDI; metadata, clearinghouse, standards, framework geospatial data, and partnerships. Each of the components are the keystones of establishing consistency and structure in documenting spatial data for everyday applications, and in building a distributed network of producers and users that facilitates data sharing.

Geospatial One-Stop (<http://www.geo-one-stop.gov>) is characterized as the gateway for discovery. Geospatial One-Stop is a Presidential Management Council initiative – one of the 24 E-government priorities that the Office of Management and Budget oversees. This initiative makes it easier, faster, and less expensive for all levels of government and citizens to access geospatial information. Geospatial One-Stop brings high-level visibility to the importance of geospatial information. From a program perspective, Geospatial One-Stop implements the foundation of the NSDI by providing an Internet portal (www.geodata.gov) to facilitate the data sharing to support decisions and by encouraging partnerships across organizations.

The National Map (<http://nationalmap.usgs.gov>) provides integrated base geographic data content in partnership with data producers at all levels. As a synthesis of geospatial information that is current, integrated and accurate, it provides sufficient consistency to meet applications needs across Federal, State, and regional jurisdictional levels. The National Map provides trusted content for base mapping information, including orthoimagery (including Landsat), elevation, hydrography, boundaries, land cover, and geographic names, transportation, and structures (buildings and select critical infrastructure). It also provides an infrastructure for sharing and contributing to that content.

While other agreements were reached, one of the key first actions was to support and expedite the redesign of the NSDI Cooperative Agreement Program.

The Program

To leverage the strengths of the FGDC, Geospatial One-Stop (GOS) and *The National Map* these three programs are collaborating to provide funding incentives for partner organizations working on the NSDI. This effort will build on the existing Cooperative Agreement Program the FGDC has administered for the past 10 years. FGDC, GOS and *The National Map* are piloting this activity through this program announcement. The goals of this initiative are to seed sustainable participation of other organizations in the NSDI, encourage partnerships, and encourage the sharing best practices that address technical challenges. The potential outcome is to develop a model for streamlining the grant application process through a commitment to leverage available grant funds, develop a set of common requirements, and invite participation from other federal agencies in succeeding grant program announcements.

The 2004 NSDI Cooperative Agreement Program is highlighting the following three areas of activity that qualify for funding.

- **NSDI Institution Building and Coordination:** establishing and advancing state or regional councils and consortia, that will address formal cross-organizational partnerships, strategic plans and collaboration, engaging the user community, and leveraging resources in support of the NSDI.
- **Participation in the Geospatial One Stop/NSDI Clearinghouse:** enhancements of Clearinghouse services / migration to Portal technology, metadata (implementation, training), Providing Web Mapping Services.
- **Participation in the National Map:** data integration, and best practices projects resulting in supporting seamless topographic mapping capability for a specified geography through *The National Map*.

These activity areas are refined into six funding categories that are more fully described in subsequent sections of this announcement.

Summary of 2004 CAP funding categories:

Category 1: Metadata Creation and Implementation Assistance provides assistance to organizations in acquiring the skill, ability and experience to document data for clearinghouse discovery. Metadata is a basic first step in implementing the NSDI. This category is appropriate for organizations beginning the implementation of the NSDI.

Category 2: Metadata Trainer and Outreach Assistance provides assistance to organizations with NSDI expertise knowledge and experience in assisting other organizations with the training and implementation of metadata, clearinghouse or web mapping services.

Category 3: NSDI Institution Building and Coordination provides assistance to consortia of public and non-profit organizations to develop new or strengthen existing multi-organizational collaboration that supports the development and maintenance of a shared digital geographic resource and to foster the establishment of cross-organizational coordinating councils that develop and advance the NSDI within a specific geographic area.

Category 4: OpenGIS Web Mapping Service provides assistance to existing registered clearinghouse nodes serving metadata for extending with OpenGIS compliant web mapping service capabilities.

Category 5: Establishing Framework Data Services using the OpenGIS Web Feature Service Specification provides assistance for establishing methodologies for serving and using Framework data over the Web using the OpenGIS Web Feature Service specification. A project will require formal collaboration between a data provider and a software provider.

Category 6: The National Map. This category will provide assistance to organizations and consortia that maintain, update and make available data, in collaborating with the USGS in *The National Map*. Funds are provided to help new participants overcome initial impediments to participation and to help existing participants improve their services and provide them through The National Map. The USGS will be a collaborator in these efforts.

II. Award Information

Under the 2004 CAP program a total of \$1,500,000 is available for funding. Approximately 50 awards are anticipated.

CAP Funding Categories	Award amount	In-kind Match	Approximate Number of Awards
1. Metadata Implementation	\$9,000	50%	10
2. Metadata Training & Outreach	\$30,000	50%	10
3. Institution Building and Coordination	\$15,000	100%	12
4. Web Mapping Service	\$10,000	50%	7
5. Web Feature Service + Framework	\$75,000	50%	4
6. The National Map	\$75,000	100%	7

This assistance is provided through a *cooperative agreement*, which is neither a contract nor a grant. As a cooperative agreement there will be *substantial involvement* on the part of the FGDC, TNM and the GOS initiative with the project organization to promote the objectives of the program, monitor progress, and agree on milestones and

accomplishments on work performed as part of this agreement. The FGDC will manage all queries, technical resources and assistance requests.

The FGDC will provide through its website (<http://www.fgdc.gov>) a wide range of information on GOS, metadata, clearinghouse, and standards, as well as contact information for the FGDC and its participating organizations at the national, state and local level. The FGDC provides at its website information on the metadata standard, and metadata trainers, training opportunities and NSDI news. The FGDC will attempt to address all queries and assistance requests, including referral to suitable software solutions.

III. Eligibility Information

1. Eligible Applicants:

(a) Eligible organizations: Federal, state and local government, academia, private sector, non-profit and tribal organizations as well as consortia of organizations may apply. Organizations may submit proposals for more than one category if the applicant meets eligibility requirements. However, a complete application package is required for each submission.

(b) Exceptions: Applicants may not apply to Category 1: Metadata Implementation if they were awarded in the 1999 CAP, or participated in Category 1: Metadata Implementation in the 2000, 2001, 2002, or 2003 CAP programs.

Applicants may not apply to Category 4: Providing OpenGIS Web Mapping Services if they were awarded under the 2001, 2002 or 2003 CAP programs category for web mapping services.

2. Cost Sharing or Matching

All categories require an in-kind resource match on the part of the applicant for the long-term sustainability of project outcomes. An in-kind resource match includes salaries, funds, equipment dedicated to the project and other resources. The value geospatial data holdings are not considered appropriate for in-kind matches, except in Category 6 – *The National Map*. For example, with an award of \$5,000 of federal assistance a 50% in-kind match contribution by the applicant would be \$2,500 in value for a total of \$7,500 value committed to the project. For more information see Section VII “Other Information” for specific category requirements.

3. Other Requirements

(a) Geographic Information Standards:

Projects must be in compliance with applicable geographic information standards developed and endorsed by standard setting bodies including the FGDC, ISO and the OpenGIS Consortium.

These standards include:

- (1) FGDC Content Standard for Digital Geospatial Metadata, Version 2 (CSDGM), FGDC-STD-001-1998 or when available the ISO Metadata Standard 19115 using draft ISO Technical Specification 19139
- (2) Metadata Service Guidelines: Metadata must be posted to one of the following options and harvestable through the Geospatial One-Stop Portal at <http://www.GeoData.gov>.
 - (a) Registered Z39.50 Clearinghouse server
 - (b) Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) provider software
 - (c) FGDC Browse-enabled Web Directory, where metadata is in XML
- (3) Web Mapping Service (WMS), Web Feature Service (WFS) and Geography Markup Language (GML) must comply with OpenGIS interoperability specifications.
- (4) INCITS Project 1574-D, Geographic information - Framework Data Content Standard, public review draft version (TBD).

For more standards information specific to the funding categories see Section VII, "Other Information."

(b) Travel: NSDI CCAP Kickoff Workshop

Applicants are requested to budget sufficient travel funds to attend the CCAP kickoff workshop planned for the fall of 2004 in Denver, CO. Workshop will provide an overview of NSDI initiatives, metadata training, and focused information on specific project categories.

(c) Project Presentation:

In order to spread and promote knowledge of the NSDI, 2004 CCAP participants are requested to formally present on their activities. Presentation can be at local, state, regional, national conference or meeting. The applicant is requested, if necessary, to budget sufficient funds to travel to the meeting or conference. An alternative is to publish a paper or article in a professional journal or newsletter.

IV. Application and Submission Information

Applicants are to submit proposals electronically at <http://www.grants.gov> /Apply, no later than **June 4, 2004 @ 2:00 p.m. EDT**. A proposal received after the closing date and time will not be considered for award. If it is determined that an application will not be considered due to lateness, the applicant will be so notified immediately.

Please arrange your application according to the format provided below. Following this format ensures that every proposal contains all essential information and is evaluated equitably.

1. Proposal Forms

Begin by downloading the PureEdge Viewer at <http://www.grants.gov> under the “Get Started” tab in the upper right corner of the screen. The PureEdge Viewer will enable applicants to view and complete the following required forms:

SF-424 Application for Federal Assistance
SF-424a Budget Information
SF-424b Assurances – Non-Construction Programs

(The DI-2010 U.S. Department of the Interior Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying is required but is not yet available through Grants.gov. This form will be completed when the grant/cooperative agreement is awarded).

2. Proposal Narrative – For more information see Section VIII “Other Information” for specific category narrative requirements.

A. Budget Sheets. This information will provide more details than what is required under the SF 424A form. Please include the following information:

- a) Salaries and Wages. List names, positions, and rate of compensation. If contract employees are hired, include their total time, rate of compensation, job titles, and roles.
- b) Field Expenses. Briefly itemize the estimated travel costs (i.e., number of people, number of travel days, transportation costs, and other travel costs).
- c) Other Direct Cost Line Items. (This is not an inclusive list; add other categories as appropriate.)
 - Supplies. Itemize costs for office and laboratory supplies.
 - Equipment.
 - Other contract services.
- e) Total Direct Charges. Totals for items a - d.
- f) Indirect Charges (Overhead). Show proposed rate and amount.

V. Award Administration Information:

Award recipients are responsible for managing the day-to-day operations of the grant/cooperative agreements and sub-award supported activities to assure compliance with applicable Federal requirements, and that performance goals are being achieved. Recipient monitoring must cover each program, function or activity.

The following reports will be required from all award recipients:

Report	Due Dates
Interim Report	6 Months after the start of the project
Final Report	On or before 90 working days after the expiration of the agreement
Quarterly SF-272 Federal Cash Transactions Report	On or before 15 working days after the end of each three-month performance period
SF-269 Financial Status Report	On or before 90 working days after the expiration of the agreement

The award recipient shall submit the SF-272 Federal Cash Transactions Report in order for the USGS Contracting Officer and Project Officer to monitor cash advanced to the award recipient, and to obtain disbursement information about the grant/cooperative agreement. Copies of the SF-269 form can be obtained from the following web site:

http://www.whitehouse.gov/omb/grants/grants_forms.html.

VI. Application Review Information

1. Criteria

Applicants to all categories of funding are encouraged to support and participate with state or regional GIS coordination entities. This can be demonstrated through attached letters of support, agreement, MOUs or other documentation.

In addition, category specific evaluation factors are identified in the proposal's *project narrative*. These are scored according to specific point values. See section VIII. "Other Information" for category specific criteria information.

2. Review and Selection Process

Applications are considered based on the completeness of documentation, and meeting of stated basic eligibility, and in-kind match and partnership requirements. Specific evaluation factors are identified in the proposal narrative. Budget information is evaluated for reasonableness and appropriateness to the CAP program as well as applicant project goals.

In addition to the above criteria, the factors of geographic and organizational diversity as well as reaching new organizations and new geographic regions will be taken into consideration in selecting awards.

Proposals are reviewed by a peer group of professionals knowledgeable in the GIS discipline and the NSDI. Individual proposals are evaluated and scored. Through peer consensus process proposals are ranked for meriting award. The slate of selected proposals will be submitted to the senior leadership of GOS, TNM, and FGDC for final approval. The senior leadership will consult with the FGDC Coordination Group in approving and advertising final selections.

1. Reporting

An interim report and a final report documenting activities and outcomes is required for all projects. Reporting format will be available on-line at the FGDC website (www.fgdc.gov). Additional documentation may be required as a deliverable for specific categories. See section VIII. "Other Information" for specific category information.

VII. Agency Contacts

For questions concerning the preparation of the application package and forms please contact:

Agency Contacts:

Technical questions concerning the application process at Grants.gov:

Grants.gov Help Desk at: 1-800-518-GRANTS

Questions concerning this Program Announcement:

****Applicants are strong urged to submit questions via email****

Ms. Karen L. Staubs, Grant Specialist
U.S. Geological Survey
Grants Branch
12201 Sunrise Valley Drive, MS 205G
Reston, VA 20192
Phone: (703) 648-7393
Email: kstaubs@usgs.gov

For technical questions concerning the content of the CAP program categories please contact:

David Painter, CAP Coordinator
Federal Geographic Data Committee Secretariat
MS 590 USGS National Center
12201 Sunrise Valley Drive
Reston, VA 20192
Tel. 703.648.5513
email: dpainter@fgdc.gov

VIII. Other Information

This section contains information specific to the 6 funding categories including specifics on category goals, results, eligibility, anticipated tasks, matching requirements, applicable standards, and the application narrative.

1. Category 1: Metadata Creation and Implementation Assistance

A. Background:

The documentation (metadata) of an organization's geographic data holdings is an important and logical first step to participating in the NSDI. Metadata provides not only a way to inventory and preserve investments in costly geospatial data resources within an organization, but also is a means for its discovery and sharing with other organizations. The most difficult aspect of metadata implementation is knowledge of the metadata standard, applying the standard to an organizations data and business, and developing the organizational support to maintain its practice.

B. Metadata Implementation Goals:

The goals for project organizations in this category are:

(1) Data documentation (metadata) becomes a standard operating practice through metadata training, metadata creation experience and organizational support. FGDC metadata creation and policy support materials are found at:

<http://www.fgdc.gov/metadata/education.html>.

(2) Metadata is posted to one of the following options and harvestable through the Geospatial One-Stop Portal at <http://www.GeoData.gov>.

(a) Registered Z39.50 Clearinghouse server

(b) Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) provider software

(c) FGDC Browse-enabled Web Directory, where metadata is in XML

Z39.50 Clearinghouse and harvesting service information can be found at <http://www.fgdc.gov/clearinghouse/clearinghouse.html> and <http://www.GeoData.gov>.

C. Measurable and Project Results:

(1) The number of individuals capable of creating metadata

(2) The number of metadata files or datasets documented

(3) The metadata is registered and discoverable through the Geospatial One-Stop Portal.

(4) The establishment of organizational practices for data documentation

D. Funded Tasks

Funded tasks and items may include:

- (1) Labor costs to create metadata
- (2) Travel to attend a training workshop in their region
- (3) Compensation to a trainer for providing your organization with training
- (4) Metadata collection software purchase
- (5) Travel: In addition, applicants are requested to budget sufficient travel funds (approximately \$1,000) for the participation of one individual at the NSDI orientation, metadata training and kickoff meeting the fall of 2004 in Denver, Colorado.
- (6) Project Presentation: In order to spread and promote knowledge of the NSDI, 2004 CCAP participants are requested to formally present on their activities. Presentation can be at local, state, regional, national conference or meeting. The applicant is requested, if necessary, to budget sufficient funds to travel to the meeting or conference. An alternative is to publish a paper or article in a professional journal or newsletter.

E. Applicant Eligibility:

A primary CAP program goal for this category is to reach new organizations wishing to begin metadata implementation. Organizations that participated in the 1999 CAP and in Category 1 projects in the 2000, 2001, and 2003, CAP **are not eligible** to apply under this category.

F. Funding Amount:

Up to \$9,000.00 (per project award) will be awarded to projects under this category.

G. In-Kind Resource Match and Partnership Requirements:

A minimum 50% match is required in the categories of resources including salaries, funds, or metadata software dedicated to the project (the value of actual geospatial data holdings are not considered appropriate for in-kind matches). For the maximum award of \$9,000 the 50% in-kind applicant match is \$4,500.

Partnerships with other organizations to leverage scarce resources are encouraged but not required under this category. Partnerships, both formal and informal among organizations to leverage limited geospatial data resources, are seen as primary building blocks for the NSDI.

H. Applicable Standards:

- (1) Metadata standards (http://www.fgdc.gov/metadata/meta_stand.html)
 - a. FGDC Content Standard for Digital Geospatial Metadata, Version 2 (CSDGM), FGDC-STD-001-1998 or when available
 - b. ISO Metadata Standard 19115 using draft ISO Technical Specification 19139
- (2) Metadata must be served through a GOS registered metadata service or folder. See <http://www.geodata.gov> for more information on how to publish.

I. Project Narrative:

The project narrative is the primary document that will be evaluated and scored by the review panel. Total point value of 100 points possible. Please limit to 4 pages (not including letters of support, tables, maps, and diagrams):

Please list the following items if appropriate:

- a. Applicant organization (name, office/branch, street address, city, state, zip)
- b. Organization Internet address
- c. Key project contact (name, telephone, fax, email)
- d. Other contact personnel (name, telephone, fax, email)
- e. Metadata service (if known) clearinghouse node address, or harvesting approach. Indicate if you will be requiring assistance in this area.
- f. List data themes to be documented
- g. Geographic scope or area
- h. Affirm that your organization has not been awarded in the 1999 CAP, or the 2000, 2001, 2002 or 2003 CAP Category 1 for metadata implementation.

(1) Project Importance (25 Points)

Why is the project important? Describe what you anticipate or know to be the benefits for your organization or other organizations.

(2) Sustainability (25 Points)

Describe the plans to maintain your effort beyond the performance period, and how the practice of metadata creation will be supported by your organization as an ongoing process.

(3) Project Resources (25 Points)

Describe the technical and organizational resources that will support the effort.

(4) GIS Infrastructure Support (25 Points)

How does your project support state or regional GIS infrastructure objectives and/or in coordination with state or regional GIS coordination groups or plans? Please provide attached letters of agreement, MOUs, and other documents demonstrating this support.

End of Category 1-----

2. Category 2: Metadata Trainer and Outreach Assistance

A. Background:

Many organizations create, maintain and use geospatial data. However, due to a lack of knowledge, organizational or technical resources they are not able to implement and serve metadata. In the same locality, state or region there are many organizations that have fully developed metadata programs, operational clearinghouse sites, web mapping services and knowledgeable staff. These established programs could potentially provide metadata creation, metadata and data hosting and web mapping service support for those organizations currently needing those resources. This category encourages these organizations to extend their programs to assist other organizations in implementing and serving metadata, and the web mapping service of data.

B. Metadata Trainer and Outreach Assistance Goals:

The objective of this category is to provide funding to organizations skilled at metadata implementation, and clearinghouse service to assist other organizations by providing training, metadata creation assistance, and clearinghouse and web mapping services. Ideally, sustained on-going processes for data documentation will be established for organizations for documenting (metadata) their geospatial holdings, serving this documentation.

C. Measurable and Project Results:

- (1) Metadata created for other organizations
- (2) Metadata is posted to one of the following options and harvestable through the Geospatial One-Stop Portal at <http://www.GeoData.gov>.
 - (a) Registered Z39.50 Clearinghouse server
 - (b) Open Archives Initiative Protocol for Metadata Harvesting (OAI-PMH) provider software
 - (c) FGDC Browse-enabled Web Directory, where metadata is in XML

Z39.50 Clearinghouse and harvesting service information can be found at <http://www.fgdc.gov/clearinghouse/clearinghouse.html> and <http://www.GeoData.gov>.

- (3) Individuals and organizations competent in creating metadata
- (3) Optionally, data warehousing established for web mapping service in GOS Portal
- (4) Formal or informal organizational relationships established to sustain activities beyond performance period

D. Funded Tasks

Funded tasks and items include providing to other organizations:

- (1) Training sessions (travel, facilities etc)
- (2) Clearinghouse service of resulting metadata

- (3) Web Mapping Service and data warehousing assistance
- (4) Innovative approaches to metadata creation and service for those organizations needing it
- (5) Labor costs to create and serve metadata
- (6) In addition, applicants are requested to budget sufficient travel funds (approximately \$1,000) for the participation of one individual at the NSDI orientation, metadata training and kickoff meeting the fall of 2004. Denver, Colorado location planned.
- (7) Project Presentation: In order to spread and promote knowledge of the NSDI, 2004 CCAP participants are requested to formally present on their activities. Presentation can be at local, state, regional, national conference or meeting. The applicant is requested, if necessary, to budget sufficient funds to travel to the meeting or conference. An alternative is to publish a paper or article in a professional journal or newsletter.

E. Funding Amount:

Up to \$30,000 are available for funding under this category.

F. In-Kind Resource Match and Partnership Requirements:

A minimum 50% match is required in the categories of resources including salaries, funds, or metadata software dedicated to the project (the value of actual geospatial data holdings are not considered appropriate for in-kind matches). For the maximum award of \$30,000 the 50% in-kind applicant match is \$15,000.

Partnerships with other organizations to leverage scarce resources are encouraged but not required under this category. Partnerships, both formal and informal among organizations to leverage limited geospatial data resources, are seen as primary building blocks for the NSDI.

G. Application Narrative:

The project narrative is the primary document that will be evaluated and scored by the review panel. Total point value of 100 points possible. Please limit to 4 pages (not including letters of support, tables, maps, and diagrams):

Proposal Summary: Please list the following items if appropriate:

- a. Applicant organization (name, office/branch, street address, city, state, zip)
- b. Collaborating organizations (organization, address)
- c. Organization Internet address
- d. Registered Clearinghouse node address
- e. Key project contact (name, telephone, fax, email)
- f. Other contact personnel (name, telephone, fax, email)
- g. Geographic scope or area

1. Relevance to the NSDI – Project Description. (25 points)

Describe project, its steps, and participants. Describe how the project contributes to the NSDI, and will conform to appropriate standards. List organizations or target organizations that will the project.

2. Technical approach: (25 points)

Outline the steps, methodologies and resources to be utilized in implementing the project. This can include the facilities, equipment and supplies that applicant proposes to use. Applications will be evaluated on the degree to which they reflect an understanding of the tasks and procedures necessary to accomplish project objectives.

3. Project Experience: (25 points)

Describe experience, special qualifications and skills possessed necessary for performance of the project. If applicant is a previous NSDI CAP participant please provide information describing previous effort and accomplishments.

4. Commitment to Effort: (25 points)

Describe the extent to which project results will continue or be sustained after the performance period. Applicants are sought that demonstrate the project is participating in or supporting state or regional geospatial infrastructure strategies and plans. Memoranda of Understanding and/or letters of commitment should be attached.

End of Category 2.....

3. Category 3: Institution Building and Coordination

NSDI Institution Building and Coordination: Bringing People Together

A. Background:

While the value of geospatial information for analysis and decision-making is widely recognized, many barriers exist to its use across organizational and political boundaries. For the past two decades in many regions, organizations and councils have formed to overcome these barriers.

These organizations have had varying degrees of success and are at different stages of development. It is recognized that working across organizational boundaries can be challenging and often takes additional resources. Effective programs for developing, maintaining and taking advantage of geospatial information require coordination among agencies and organizations within a region. This category supports activities that promote cooperation and coordination among different sectors and levels of government, and will fund a wide range of “next step” coordination activities.

B. Goal:

The goal for projects in this category is to enhance organizational and institutional capacity to share digital geographic resources. Multi-jurisdictional consortia, such as I-Teams (Implementation Teams), are self-organizing groups that seek to collaborate and strategically align geographic data collection and management efforts. Sharing geographic information across organizations and jurisdictional boundaries requires reaching agreement on a wide-range of technical, political and financial factors. Adoption of national standards lowers cost and facilitates participation in national programs such as Geospatial One-stop and *the National Map*. Activities that promote compliance with geographic information standards developed and endorsed by standard setting bodies including the FGDC, ISO and OpenGIS Consortium are encouraged. Funds are provided to help new consortia form and to strengthen existing consortia.

C. Measurable and Project Results:

Include but are not limited to:

- Creation of regional consortia
- Advancing the development of existing consortia and “next steps” planning
- Increasing consortia membership
- Gaining support and membership from data user organizations
- Gaining recognition from governmental and legislative entities
- Regional solutions to regional challenges using geographic information and GIS technology
- Improvement of data discovery, access and use

D. Activities covered by this category:

Including but not limited to

- Convening regional events to learn from others about such things as User groups, Special Interest groups, *The National Map*, Geospatial One-stop, the National Digital Geographic Framework, national geographic information standards
- Establish initial Web site that might include discovery of existing standards & protocols, links to helpful websites, or on-line tutorials
- Discover “who has what” by holding a Data Day event or workshop
- Learn more about the most appropriate governance model (i.e., decision making model) to formalize agreements
- Gain political recognition for council/group such as drafting an executive order
- Acquiring assistance in developing an appropriate financial model.
- Develop (or revise) a strategic plan
- Implement an action from an existing plan
- Outreach to other regional organizations, e.g. metropolitan planning office, watershed councils, economic development boards, chambers of commerce, emergency responders, councils of government, school districts, federal agencies and others that can benefit from geospatial solutions to community challenges
- In addition, applicants are requested to budget sufficient travel funds (approximately \$1,000) for the participation of one individual at the NSDI orientation, metadata training and kickoff meeting the fall of 2004. Denver, Colorado location planned.

E. Deliverables:

Progress report to include a detailed description of three points in time: the initial conditions, the actions taken to improve the initial conditions and an assessment of how the actions taken improved the capacity of the consortia to initiate or sustain the shared digital geographic data resource.

F. Applicant Eligibility:

Consortia of public, non-profit organizations, or incorporators of proposed consortia may apply for award in this category. In addition to geographic data specific consortia, consortia such as metropolitan planning offices, watershed councils, economic development boards, chambers of commerce, emergency responders, regional councils of government, school districts and federal agencies are encouraged to apply.

G. Funding Amount:

Up to \$15,000 will be obligated to individual projects under this category.

H. In-kind Resource Match:

For the maximum award of \$15,000 the 100% applicant in-kind match is \$15,000.

I. Application narrative:

The project narrative is the primary document that will be evaluated and scored by the review panel. Total point value of 100 points plus an additional 20 bonus points possible. Please limit to 4 pages (not including letters of support, tables, maps, and diagrams):

Proposal summary: Please list following items if appropriate

- a. Applicant organization
- b. Collaborating organizations (or potential)
- c. Organization internet address
- d. Relevant National Digital Geospatial Clearinghouse node address (if any)
- e. Key project contact (name, telephone, email)
- f. Other key contact personnel (name, telephone, email)
- g. Geographic/regional scope

(1) Potential for success: (40 points)

Briefly describe the capacity of the applicants to work together effectively to address common concerns. Consortia representing both organizations with geographic information processing expertise and organizations committed to address and improve important societal issues are encouraged to apply. Why do the organizations propose to work together (in other words, what are the interdependencies between the organizations?) What is the level of support? Attach letters of support from a senior manager or "champion" in each organization.

(2) Skills and capabilities: (20 points)

Briefly describe your experience convening stakeholders in a consensus process, or indicate recognition the skill is needed and will be acquired.

(3) Understanding the state of regional coordination: (20 points)

Briefly describe the current state of regional coordination, include all relevant factors (environmental, social, political, and economic). How does your project support state or regional GIS infrastructure objectives and/or in coordination with state or regional GIS coordination groups or plans? Please provide attached letters of agreement, MOUs, and other documents demonstrating this support.

(4) Relevancy: (20 points)

Briefly describe the social, environmental, and economic issues of most concern to the residents of the region. How does your proposal improve the situation? How does your proposal fit with existing "next steps" in your regional development? How will your project improve regional solutions through the discovery, access and better utilization of geospatial data?

End of Category 3...

4. Category 4: Providing OpenGIS Web Map Services

A. Background:

The OpenGIS Consortium (OGC) Web Mapping Specification (WMS) allows map servers to create and send standard map images over the Web as GIF, PNG, or JPEG in a manner that lets client software overlay and display multiple maps from multiple servers – and even different vendors. The use of WMS allows existing data holdings, described in metadata, to be viewed in a standard way through the Geospatial One-Stop (GOS) Portal, giving prospective data clients the chance to visually explore the spatial data referenced in the NSDI Clearinghouse from potentially multiple sites.

This CAP initiative for providing and publishing OpenGIS Web Mapping Services (WMS) with accompanying FGDC metadata will provide funding to configure existing Clearinghouse Nodes with OGC-compliant web mapping service capabilities. OpenGIS-conformant software exists as extensions to both freeware and commercial servers as a complement to existing map and data service capabilities. Although the FGDC will not directly assist in the installation and configuration of base map server software, it will provide guidance and referrals to OGC server capabilities and how to register your services and data at <http://geodata.gov>. A list of software solutions known to support the OGC WMS are identified at the OpenGIS website:

<http://www.opengis.org/resources/?page=products>, Click on “Implementing or Conforming.”

B. Goal:

The goal for projects in this category is to deploy web map services with FGDC metadata that can be discovered and displayed through the Geospatial One-stop Portal.

C. Measurable Results:

- Operational capability of web map or feature service is established for each project participant’s Clearinghouse node.
- OGC Web mapping service is registered with the Geospatial One-stop Portal.
- Links to map servers for each layer are visible through links in metadata stored in a Clearinghouse Node and made searchable through the GOS Portal (<http://www.geodata.gov>).

D. Applicant Eligibility:

(1). The applicant’s metadata must be registered as an operational Z39.50 Clearinghouse Node at the GOS Portal (<http://geodata.gov>) at the time of proposal submission. Applicants are preferred that are already operating web map server software that can be extended to support OGC Web Mapping Service Version 1.1.1 or higher Web Mapping Services (see list at <http://www.opengis.org> site).

(2). Organizations who were awarded under 2001, 2002, and 2003 CAP program for clearinghouse integration with OpenGIS specifications and web mapping are not eligible to apply to this category.

E. Funded Tasks:

- (1) Consultant or software integrator time is expected to be the primary expense.
- (2) Reasonable expense for hardware and software may be funded dependent on available funds.
- (3) In addition, applicants are requested to budget sufficient travel funds (approximately \$1,000) for the participation of one individual at the NSDI orientation, metadata training and kickoff meeting the fall of 2004. Denver, Colorado location planned.
- (4) Project Presentation: In order to spread and promote knowledge of the NSDI, 2004 CCAP participants are requested to formally present on their activities. Presentation can be at local, state, regional, national conference or meeting. The applicant is requested, if necessary, to budget sufficient funds to travel to the meeting or conference. An alternative is to publish a paper or article in a professional journal or newsletter.

F. Funding Amount:

Up to \$10,000 will be obligated to individual projects under this category.

G. In-kind Resource Match and Partnerships Requirements:

- Funds provide under this category are considered to be at a seed-funding level. A minimum 50% match is required in the categories of resources including salaries, funds, software dedicated to the project (the value of actual geospatial data holdings are not considered appropriate for in-kind matches). For the maximum award of \$10,000 the 50% in-kind applicant match is \$5,000.

- Applicants are encouraged to establish logical geographic area partnerships and establish at least two Web Mapping Services on different computers in different organizations within each project.

H. Applicable Standards:

- (1) OpenGIS Consortium Web Mapping Service Specification Version 1.1.1 or 1.2
- (2) FGDC Content Standard for Digital Geospatial Metadata, Version 2 (CSDGM), FGDC-STD-001-1998 or when available ISO Metadata Standard 19115 using draft ISO Technical Specification 19139
- (3) Metadata for each map or feature theme must be served through a NSDI or GOS registered metadata service or folder. See <http://www.geodata.gov> for more information on how to publish.

I. FGDC Project Resources:

- The FGDC will assist projects in providing or locating appropriate software extensions for integration with clearinghouse.
- The FGDC will provide guidance on how OGC WMS links are to be inserted in FGDC metadata for compatibility and discovery in the Clearinghouse.
- The FGDC will provide initial training, tutorial and referral assistance.

J. Project Narrative: The project narrative is the primary document that will be evaluated and scored by the review panel. Total point value of 100 points possible. Please limit to 5 pages (not including letters of support, tables, maps, and diagrams):

Please indicate the (a). Project Leader and (b). Organization Name. (c). Project Narrative: Please address each of the following factors in the sequence as they are listed. The maximum possible score is 100 points.

(1) Project Application: (20 points)

Describe intended application and the organizations involved. Describe the plan for project implementation. Describe the organization's roles and commitments to the project. Please describe the extent of web mapping services to be established by the project. How does your project support state or regional GIS infrastructure objectives and/or in coordination with state or regional GIS coordination groups or plans? Please provide attached letters of agreement, MOUs, and other documents demonstrating this support.

(2) NSDI Related Experience: (20 Points)

Describe current level of activities and involvement on any NSDI related work. This includes the NSDI areas of standards, metadata, clearinghouse, framework, or organizational coordination. Indicate if the proposal supports state or regional GIS infrastructure objectives or coordination with state or regional GIS coordination groups or plans

(3) Clearinghouse and Metadata Capability: (20 points)

Describe experience and current functionality of clearinghouse, NSDI Clearinghouse node registration and service of FGDC compliant metadata.

(4) Web Mapping Service Capability: (20 points)

Describe your project's web mapping service for interactive display of GIS data and the name of the vendors. Please indicate if web mapping server software is operating that can be extended to support OGC Web Mapping Standard Version 1.1.1 or higher Web Mapping Services. In addition, if hardware and software are to be acquired under this grant please describe it and justify its function to the project.

(5) Project Software Integrator: (20 points)

Describe proposed name, credentials, tasks, workload of prospective project software integrator.

■ **End of Category 4 --**

5. Category 5: Establishing Framework Data Services using the OGC Web Feature Service Specification

A. Background:

The Federal Geographic Data Committee and the Geospatial One-Stop (GOS) Initiative have been facilitating the development of standards that define the minimum content and encoding rules for information exchange for Framework themes. These themes include Elevation, Cadastre, Governmental Units, Geodetic Control, Hydrography (Surface Water), Orthoimagery, Transportation (Roads, Transit, Air, Waterways, and Rail) see <http://www.Geo-One-Stop.Gov/Standards>. The draft standards will be available for public review during 2004, with anticipated publication in late 2004 or early 2005.

It is the goal of these CAP projects to underwrite the deployment of Web services that support the on-line exchange of data based on encoding rules described in the draft Framework data standards. Geographic information will be encoded using the Geography Markup Language (GML) – an implementation of the Extensible Markup Language (XML) for vector and raster data streaming over the Web. Success in establishing reliable services and in promoting reproducible methodologies for serving and using Framework data over the Web require close partnerships between data providers and software providers. The ability to easily configure and deploy Web servers that are able to receive a query and respond with GML extracts of Framework data is an objective of the GOS Initiative.

This deployment experience will provide comment on the draft ANSI Framework Standards during public review as well as the Open GIS Consortium (OGC) Web Feature Service (WFS) specification. In addition, the methods used to configure Framework services on legacy data will be made available to the community to assist in broader uptake. Finally, it is anticipated that the projects will define the techniques to simplify the task of configuring Framework data services using WFS that will find their way into widely available commercial software implementations.

This CAP initiative for establishing Framework Data services using WFS will provide funding to a small number of partnership projects to set up standards-based services in front of existing collections of Framework-like thematic data. This may be done a variety of ways, but will require the formal collaboration between a software provider and a Framework theme data provider to establish and document the service. A list of software solutions known to support the OGC WFS are identified at the OpenGIS website: <http://www.opengis.org/resources/?page=products> Select “Implementing or Compliant.”

B. Goal:

The goal for projects in this category is to deploy OGC Web Feature Service (and optionally, client) interfaces to respond to Web “POST” requests for Framework data, and to return the data that conforms to the draft ANSI/INCITS L1 Standard for each

identified theme in the format given by OGC Geography Markup Language (GML) Version 3.0.

C. Measurable and Project Results:

- (1) Operational capability of an OGC Web Feature Service is established for each project participant's Clearinghouse node.
- (2) OGC Web Feature Service is registered with the FGDC/GOS Portal.
- (3) Results returned from the feature service request conform to the data schemas defined for Framework data in the draft INCITS-L1 multi-part standards.
- (4) Feature services will be modified by the end of the project to reflect the final INCITS-L1 multi-part standards, when published.

D. Deliverables:

- (1) An interim report and final report documenting activities and outcomes is required.
- (2) Documentation of the configuration process is required in a form, with graphics, that can be followed by others for adoption.
- (3) Documentation of evaluation of, and comments on, Framework data models using the template provided by Directive #2d, Standards Working Group Review Guidelines: Review Comment Template (<http://www.fgdc.gov/standards/directives/dir2d.html>)

E. Applicant Eligibility Specific to Category:

- (1) The applicant's proposed feature services shall be described in the proposal in sufficient detail to indicate an understanding of the work required, and the existence of an FGDC-compliant metadata catalog (Clearinghouse) shall be registered 1) in the FGDC Registry (<http://registry.fgdc.gov>) as an operational service or 2) as a metadata resource within the GOS Portal (<http://geodata.gov>) at the time of proposal submission. Applicants already operating GIS data or mapping service software that can be extended to support OGC Web Service interfaces are preferred.
- (2) Applications shall include both a) spatial data provider(s) and b) an identified GIS software product developer who documents a commitment to implement the outcome in its published software products.

F. Funded Tasks:

- (1) Consultant or software integrator time is expected to be the primary expense.
- (2) Software and data schema configuration time is anticipated by the provider.
- (3) Reasonable expense for hardware and software may be funded dependent on available funds.
- (4) In addition, applicants are requested to budget sufficient travel funds (approximately \$2,000) for the participation of two individuals at the NSDI orientation, training and kickoff meeting the fall of 2004. Denver, Colorado location planned.

(5) Project Presentation: In order to spread and promote knowledge of the NSDI, 2004 CCAP participants are requested to formally present on their activities. Presentation can be at local, state, regional, national conference or meeting. The applicant is requested, if necessary, to budget sufficient funds to travel to the meeting or conference. An alternative is to publish a paper or article in a professional journal or newsletter.

G. Funding Amount:

Up to \$75,000 will be obligated to individual projects under this category.

H. In-kind Resource Match and Partnerships Requirements:

- Funds provide under this category are considered to be sufficient to enable the project to be completed with significant in-kind collaboration between the provider and vendor partners, and that it will be maintained by the parties as a sustainable service even after initial funding is exhausted
- A minimum 50% match is required in the categories of resources, including salaries, funds, software dedicated to the project (the value of actual geospatial data holdings are not considered appropriate for in-kind matches). For the maximum award of \$75,000, the 50% in-kind match is \$37,500.
- Applicants are required to establish partnerships between data and software provider organizations that yield the permanent establishment of an operational Web Feature Service at the data host organization's site.

I. Applicable Standards:

Projects must be in conformance with the standards, specifications, and guidelines below:

(1) OpenGIS Consortium Web Feature Service (WFS). The current published version of the OGC Web Feature Service specification is version 1.0 (2002-05-17). The document number is OGC 02-058. The specification is downloadable at <http://www.opengis.org/docs/02-058.pdf>.

(2) OpenGIS Consortium Geography Markup Language (GML) Version 3.0 (2003-01-29) (<http://www.opengis.org/docs/02-023r4.pdf>) baseline for ISO 19136

(3) INCITS Project 1574-D, Geographic information - Framework Data Content Standard, public review draft version (TBD). See <http://www.geo-one-stop.gov/Standards/index.html> for more information.

J. FGDC Project Resources

The FGDC will provide architectural guidance on how OGC Web Services and Framework data should be served and validated. The FGDC will supply revised UML and a GML Application Schema as XML Schema to the project teams. The FGDC will provide initial tutorial and referral assistance.

K. Project Narrative:

The project narrative is the primary document that will be evaluated and scored by the review panel. Total point value of 100 points possible. Please limit to 5 pages (not including letters of support, tables, maps, and diagrams):

Proposal Summary: Please list the following items if appropriate:

- a. Applicant organization (name, office/branch, street address, city, state, zip)
- b. Collaborating organizations (organization, address)
- c. Organization Internet address
- d. Identity of Registered Clearinghouse metadata collection
- e. Key project contact (name, telephone, fax, email)
- f. Other contact personnel (name, telephone, fax, email)
- g. Geographic scope or area
- h. List framework themes

Project Narrative: (20 points)

(1) Project Application: Describe intended application and Framework theme data that will be served and the organizations, including vendor partner(s) involved. Describe the plan for project implementation. Describe the participants' roles and commitments to the project. Please describe the extent of standards-based web services to be established by the project. Each project must propose one or more Framework themes that will be made available using the draft Framework Standard proposed encoding. Information is requested on the geographic coverage, proposed themes, and the scope of community benefits for having this provider's data in a standards-based web service.

(2) NSDI/GOS Related Experience: (20 Points)

Describe current level of activities and involvement on any NSDI related work. This includes the NSDI areas of standards, metadata, clearinghouse, framework, or organizational coordination. Optionally, indicate if the proposal supports state or regional GIS infrastructure objectives or coordination with state or regional GIS coordination groups, such as I-Teams, and their implementation plans. Identify any member participation in the development or review of the INCITS Framework Data Content Standards.

(3) Installed GIS and Data Service Capability: (20 points)

Describe your GIS data and mapping capabilities for interactive display of Framework data with the name and version of the software being used. Identify current numbers of users that access your GIS data and mapping services and the volume of information being made available. Identify project expertise in establishing and modifying GIS web services. In addition, if hardware and software are to be acquired under this grant please describe it and justify its function to the project.

(4) Software Development Partner: (20 points).

Provide the name and credentials of the GIS software developer/integrator (individual and company) to be used in this project. Identify the software products by name and version to be used/enhanced in this project. Identify the post-project benefits of this involvement to other customers of the same software.

(5) GIS Infrastructure Support (20 Points)

How does your project support state or regional GIS infrastructure objectives and/or in coordination with state or regional GIS coordination groups or plans? Please provide attached letters of agreement, MOUs, and other documents demonstrating this support.

■ **End of Category 5 –**

VI. CATEGORY 6: Participation in *The National Map*

A. Background

Through activities for *The National Map*, the U.S. Geological Survey (USGS) is working with Federal, State, regional, and local government agencies, the private sector, and others to provide seamless, continually maintained and updated geographic base data to serve as a foundation to integrating, sharing, and applying data easily and consistently. One aspect of the program is to develop sustainable partnerships to maintain and update current geographic base data of known quality over a geographic area, and to work with organizations to develop the infrastructure to integrate these data and make them available to be viewed, downloaded, and applied by using Open GIS Consortium (OGC)-compliant web mapping and (upon agreement with USGS) additional services. More information about *The National Map*, including reports and access to the data, is available through <http://nationalmap.usgs.gov>.

The USGS is using the CAP initiative to invite individual and consortia of organizations to participate operationally in *The National Map*. Projects funded under category 6 shall have an outcome of providing sustained operational capabilities to maintain and update data over an organization's or consortium's geographic area of interest and to provide access to them through *The National Map*. Section N describes the goals for these data; of special interest are organizations or consortia whose geographic area of interest covers a "large area" (for example, a state or group of states) and/or one or more "urban areas" identified in section O. These data, related data and web services, and plans for data maintenance and backup procedures will be documented in a partnership agreement with the USGS.

B. Goal

The goal of this category is to assist organizations and consortia to work with the USGS to develop *The National Map*. Participation is sought from those organizations that maintain, update, and serve themes of geospatial data that are included in *The National Map* (see Section N). Funds may help new participants overcome initial impediments to participation and current participants improve their services provided through *The National Map*.

C. Measurable Results

- Data provided through *The National Map*. The data provided should be available in the public domain¹ for unlimited viewing, downloads (limited by data volume restrictions), and unrestricted use and redistribution. A consequence of

¹ Public domain refers to works that are not protected under U.S. copyright law and are publicly available. Public domain materials may be used by anyone, anywhere in the U.S., anytime without permission, license, or royalty payment.

participation is the registration of map services and metadata in *The National Map* and Geospatial One-Stop.

- Operational capability to maintain and update data evidenced through periodic updates of data made available through *The National Map*.
- Written agreement with USGS to refresh data and provide ongoing web services through *The National Map*.

D. Deliverables

In addition to the data, services, and agreement described in section C, interim and final reports documenting activities and outcomes are required. Documentation will describe approaches used for integrating, maintaining, and updating data, encouraging participation, managing operations and plans for keeping data current, and other best practices that can be followed by others for adoption.

E. Applicant Eligibility

- 1) Organizations (Federal, state and local government, academia, private sector, non-profit and tribal organizations) or consortia of organizations may apply for this category. These many include new participants and existing participants in *The National Map*.
- 2) The applicant must have a letter of support from their local USGS geography liaison (see list at <http://mapping.usgs.gov/www/partners/crreps.html>). Potential applicants are encouraged to contact the USGS liaison early in the application development process to clarify questions about participation and required agreements. A letter of support from a state or regional GIS council or equivalent coordination group is encouraged. Letters of support must be submitted with the proposal.
- 3) The applicant must have the capability to develop, maintain, update, and make available data for the themes and characteristics that are part of *The National Map* (see section N for more information). These data must improve on those already available in *The National Map*.
- 4) Applicants must have geographic information system or mapping software that can be extended to support OGC Web Mapping Service (WMS) version 1.1.1 (or later) interfaces.

F. Funded Tasks

- (1) Activities such as organizing and integrating data and metadata, providing incentives for participation, implementing procedures for data integration and maintenance, and providing access to data through *The National Map*.
- (2) Reasonable expense for hardware and software may be funded dependent on available funds.

Data collection will NOT be funded through this announcement.

(3) In addition, applicants are requested to budget sufficient travel funds (approximately \$1,000) for the participation of one individual at the NSDI orientation, metadata training and kickoff meeting the fall of 2004. Denver, Colorado location planned.

(4) Project Presentation: In order to spread and promote knowledge of the NSDI, 2004 CCAP participants are requested to formally present on their activities. Presentation can be at local, state, regional, national conference or meeting. The applicant is requested, if necessary, to budget sufficient funds to travel to the meeting or conference. An alternative is to publish a paper or article in a professional journal or newsletter.

G. Funding Amount

Up to \$75,000 will be obligated to individual project under this category.

H. In-kind Resource Match and Partnerships Requirements

Funds provided under this category are offered to help overcome initial costs of participating in *The National Map*. A minimum 100% match is required; these resources may include salaries, funds, and software dedicated to the project. Up to 15 percent of an in-kind match can be in the form of the value of geospatial data holdings to be offered. (USGS understands that the value of data provided is likely to be much higher.)

For the maximum award of \$75,000, the required 100% in-kind match is \$75,000.

Applicants are required to provide data update capabilities and operational Web Mapping Service(s) and upon agreement with USGS other services available through the data host organization's site.

I. Applicable Standards

Projects must be in conformance with the standards, specifications, and guidelines below:

- 1) OpenGIS Consortium- (OGC-) compliant Web Mapping Service (WMS) (version 1.1.1 or later)
- 2) ISO/FGDC metadata standard
- 3) Geospatial Positioning Accuracy Standard, Part 3, National Standard for Spatial Data Accuracy (FGDC-STD-007.3-1998)
- 4) For hydrography, elevation, and geographic names, specifications and procedures for the National Hydrography Dataset (see <http://nhd.usgs.gov>), the National Elevation Dataset, and the Geographic Names Information System (see <http://geonames.usgs.gov>) respectively.

If the applicant anticipates offering additional web services, consult with USGS liaisons to discuss relevant standards to be used.

J. USGS Project Resources:

The USGS will provide through its website (<http://nationalmap.usgs.gov>) information on *The National Map*, as well as contact information for USGS personnel at the local (geography liaisons are listed at <http://mapping.usgs.gov/www/partners/crreps.html>) and national (listed at <http://mapping.usgs.gov/ctm.html>) levels.

The USGS will provide technical advice on how OGC Web Services and data for *The National Map* should be served and validated.

K. USGS Involvement Statement:

The USGS will collaborate closely with the awarded projects. Through the local geography liaison, USGS will monitor the milestones and accomplishments on work performed as part of this agreement.

L. Application Review and Award Criteria

Applications are considered based on the completeness of documentation, and meeting of stated basic eligibility and in-kind match and partnership requirements. Specific evaluation factors are identified in the proposal narrative and summary worksheet. Budget information is evaluated for reasonableness and appropriateness to *The National Map* program and the applicant's project goals. In addition to the above criteria, proposals may be selected for award based on geographic areas of interest, organizational sectors, data themes, or geographic dispersion.

Applicants must have the capability to develop, maintain, and update data for the themes and characteristics that are part of *The National Map*. Section N describes the goals for these data. Data offered must improve (be more current, accurate, etc.) on those already available in *The National Map*; local USGS geography liaisons can explain this requirement further. The focus of the effort should be the data themes listed in Section N; applicants may offer additional themes of data. Of special interest are organizations or consortia whose geographic area of interest covers a "large area" (for example, a state or group of states), and/or one or more "urban areas" identified in section O.

Proposals are reviewed by a peer group of professionals knowledgeable in the GIS discipline, *The National Map*, and the NSDI. Individual proposals will be evaluated and scored. Through peer consensus process proposals will be ranked for meriting award. The slate of proposals proposed for award will be submitted to the USGS Cooperative Topographic Mapping Program coordinator for final approval.

M. Project Narrative:

The project narrative is the primary document that will be evaluated and scored by the review panel. Total point value of 100 points possible. Please limit to 5 pages (not including letters of support, tables, maps, and diagrams):

Project Narrative: Please address each of the following factors in the sequence as they are listed. The maximum possible score is 100 points.

Please list the name of the Project Leader and that person's Organization.

(1) Project Scope: (25 points)

Provide a project plan, to include the scope of project, a description and measured area of the geographic area of interest, the intended activities, and the data themes to be viewable and/or downloadable. Describe the characteristics of these data. Discuss the anticipated update or refresh cycle for the data. Identify the extent to which data will be degraded or restricted for any reason. Identify the organizations involved and their roles and commitments to the project. State that the data in the project are in the public domain. Identify any other applications or services anticipated to be developed through the project. Clearly identify the intended outcomes of the project.

(2) Related Experience of Project Team (25 Points)

Describe the team's current level of activities and involvement in data maintenance and update activities, and services currently provided, for the data. Identify staff expertise in establishing and modifying GIS web services. Describe experience with USGS topographic mapping and partnership activities, especially digital data activities that contribute to *The National Map* such as national programs and databases for imagery, elevation, hydrography, geographic names, and land cover, or other national or statewide activities similar in scope. Describe experience with NSDI activities, including, but is not limited to, any experience with NSDI areas of standards, metadata, clearinghouse, framework, organizational coordination, and activities related to Geospatial One-Stop. Indicate if the proposal supports state or regional GIS infrastructure objectives, coordination with state or regional GIS coordination groups or their equivalents, and their implementation plans.

(3) Data Service Function and Capacity (25 points)

Describe your GIS data and mapping capabilities for data maintenance and update, and web-based display and other services for the data that will be used in the project. Indicate the capacity of your data servers to support anticipated user demand (e.g. expressed as design goals for maps rendered, volume of data to be downloaded per time interval, internet bandwidth requirements, number of simultaneous users). Describe plans for continuity of operations, backup, mirror sites, and/or offsite archive. Provide the name and version of the software being used or developed for this project. Identify users and collaborators that access your GIS data and mapping services and the volume of information being made available. Describe design goals, both short term and long term, of how this project will improve your current baseline. In addition, if hardware and

software are to be acquired under this announcement please describe it and justify its function to the project.

(4) Organizational and Managerial Capacity (25 points)

Describe the management plan for the activity, including the nature of the applicant's organization (e.g. single organization or consortium) and its formally documented relationships with other participants in the project. Describe the applicant's ability and experience in managing key aspects of projects such as the one proposed, including the functions of geospatial data maintenance and integration, access, and management; coordination, executive guidance; financial and other resource management; and monitoring and responding to users (for more information, see the first half of <http://www.fgdc.gov/framework/frameworkintroguide/chapter4.html>). Identify the portion of the organization's budget that is represented by the amount requested. Briefly describe the organization's or consortium's outlook for sustained operation in the next three years, and identify how the outcomes of the project fit the business plans and benefits anticipated by the partners or customers of the applicant.

N. Data Themes and Goals for Data Characteristics

The following information provides a better sense of the data themes and related data characteristics in *The National Map*. Characteristics of data currentness and positional accuracy are provided as goals. Data offered must improve (be more current, accurate, etc.) on those already available in *The National Map*.

Generally, the data provided must feature one or more of the following data themes: raster color or black-and-white orthoimagery; raster ground-surface elevation; vector feature data for the themes of hydrography, transportation centerlines (especially roads, but also including railroads, pipelines, powerlines, and other features), structures, and boundaries of governmental units and administrative boundaries of publicly-owned lands; geographic names; and land cover. For the vector data categories the minimum information content is descriptive information such as feature type or classification information and a geographic name. For road data, street name and address range information is desired. Other commonly-used unique feature identifiers also are of interest. Specific information content requirements for hydrography and geographic names are available in documentation for the National Hydrography Dataset (<http://nhd.usgs.gov>) and Geographic Names Information System (<http://geonames.usgs.gov>) respectively.

Two types of geographic areas are of special interest. For urban areas (see section O), the data should have the currentness and positional accuracy qualities typically sought by local governments. For large areas (for example, states or groups of states), the data should have the positional accuracy qualities of USGS primary topographic map series (typically 1:24,000-scale; 1:63,360-scale in Alaska). The following table provides minimum (that is, data should be no worse than these measures) goals for these two classes of data:

Minimum (“no worse than”) Goals for Resolution, Accuracy, and Currentness				
	Urban Areas (see Section O)		Large Areas	
Data Theme	Minimum Resolution or Accuracy ²	Minimum Currentness ³	Minimum Resolution or Accuracy ⁴	Minimum Currentness ⁵
Orthoimagery	1 foot resolution; 3 meters horizontal accuracy	Two years	1 meter resolution; 11.70 meters horizontal accuracy	Five years
Elevation	1/9 arcsecond (~3 meters) resolution; 0.73 meter vertical accuracy	Two years	1/3 arcsecond (~10 meters) (2 arcsecond in Alaska) resolution; vertical accuracy commensurate with contour interval of USGS primary topographic map for area	Five years
Hydrography	4.68 meters horizontal accuracy	Two years	13.90 meters horizontal accuracy; 36.69 meters horizontal accuracy for Alaska	Five years
Transportation	4.68 meters horizontal accuracy	Two years	13.90 meters horizontal accuracy; 36.69 meters horizontal accuracy for Alaska	Five years
Boundaries	4.68 meters horizontal accuracy	Two years	13.90 meters horizontal accuracy; 36.69 meters horizontal accuracy for Alaska	Five years
Structures	4.68 meters horizontal accuracy	Two years	13.90 meters horizontal accuracy; 36.69 meters horizontal accuracy for Alaska	Five years
Land Cover	Should align with base maps that have the accuracies listed above.	Two years	Should align with base maps that have the accuracies listed above.	Five years
Geographic Names	Same as the associated feature		Same as the associated feature	

^{2,4} Accuracy statement based on Geospatial Positioning Accuracy Standard, Part 3, National Standard for Spatial Data Accuracy (FGDC-STD-007.3-1998). http://www.fgdc.gov/standards/status/sub1_3.html. For horizontal accuracies (95% confidence level), 3 meters is commensurate with 1:3,075-scale maps under the National Map Accuracy Standard, 4.68 meters with 1:4,800-scale maps, 13.90 meters with 1:24,000-scale maps, and 36.69 meters with 1:63,360-scale maps. For vertical accuracy (95% confidence level), 0.73 meter is commensurate with a four-foot contour interval under the National Map Accuracy Standard.

^{3,5} Estimated currentness of the data at the date of service initiation; that is, the data served reflects the ground condition sometime during the two (or five) years prior to the start of service through *The National Map*. (Note that, for themes in which the ground changes rarely, older data might meet this condition.)

Data should be in the North American Datum of 1983; elevation data in the North American Vertical Datum of 1988.

Other sought data characteristics are reviewed in “*The National Map: Topographic Mapping for the 21st Century*” (http://nationalmap.usgs.gov/report/national_map_report_final.pdf, starting on page 10).

Other requirements:

- 1) The data provided should be available in the public domain.
- 2) The data provided will be available for unlimited viewing, limited downloads (limited by data volume restrictions), and unrestricted use and redistribution.
- 3) USGS may incorporate data provided in *The National Map* into its national databases; in particular:
 - a. Activities that include hydrography data must result in the data being incorporated into the National Hydrography Dataset.
 - b. Activities that include elevation data must result in the data being incorporated into the National Elevation Dataset.
 - c. Activities that include geographic names must result in data being incorporated into the Geographic Names Information System.

O. Urban Areas

“Urban areas” of interest are the geographic area for the urbanized area⁶ or urban cluster⁷ as delineated by the Bureau of the Census from the 2000 Census for the places listed below. Coverage for an area larger than that delineated by the Bureau of the Census may be proposed by the applicant.

⁶ The Bureau of the Census defines an urbanized area as consisting of a central place(s) and adjacent territory with a general population density of at least 1,000 people per square mile of land area that together have a minimum residential population of at least 50,000 people.

⁷ The Bureau of the Census defines an urban cluster as a densely settled territory that has at least 2,500 people but fewer than 50,000.

Albany, NY
Albuquerque, NM
Allentown – Bethlehem, PA
Amarillo, TX
Anchorage, AK
Atlanta, GA
Augusta, GA
Augusta, ME
Austin, TX
Bakersfield, CA
Baltimore – Annapolis, MD
Barre – Montpelier, VT
Baton Rouge, LA
Birmingham, AL
Bismarck, ND
Boise, ID
Boston, MA
Bridgeport – Stamford, CT
Buffalo, NY
Cape Coral, FL
Carson City, NV
Charleston – North Charleston,
SC
Charleston, WV
Charlotte, NC
Chattanooga, TN
Cheyenne, WY
Chicago, IL
Cincinnati, OH
Cleveland – Akron, OH
Colorado Springs, CO
Columbia, SC
Columbus, GA
Columbus, OH
Concord, NH
Corpus Christi, TX
Dallas – FT. Worth – Arlington –
Garland – Irving, TX
Dayton, OH
Denver – Aurora, CO
Des Moines, IA
Detroit – Warren, MI
Dover, DE
El Paso, TX
Flint, MI
Frankfort, KY
Fresno, CA

Ft. Wayne, IN
Grand Rapids, MI
Greensboro – Winston Salem,
NC
Harrisburg, PA
Hartford, CT
Helena, MT
Honolulu, HI
Houston, TX
Huntsville, AL
Indianapolis, IN
Jackson, MS
Jacksonville, FL
Jefferson City, MO
Juneau, AK
Kansas City, MO-KS
Knoxville, TN
Lancaster, PA
Lansing, MI
Las Vegas, NV
Lexington, KY
Lincoln, NE
Little Rock, AR
Los Angeles – Glendale – Long
Beach – Huntington Beach –
Santa Ana – Anaheim, CA
Louisville, KY
Lubbock, TX
Madison, WI
McAllen, TX
Memphis, TN
Miami – Ft. Lauderdale, FL
Milwaukee, WI
Minneapolis – St. Paul, MN
Mission Viejo, CA
Mobile, AL
Modesto, CA
Montgomery, AL
Nashville, TN
New Haven, CT
New Orleans – Metairie, LA
New York – Newark, NY
Norfolk – Chesapeake – Newport
News – Virginia Beach, VA
Oklahoma City, OK
Olympia, WA
Omaha, NE

Orlando, FL
Oxnard, CA
Palm Bay – Melbourne, FL
Pensacola, FL
Philadelphia, PA
Phoenix – Glendale – Mesa, AZ
Pierre, SD
Pittsburgh, PA
Portland, OR
Poughkeepsie – Newburgh, NY
Providence, RI
Raleigh – Durham, NC
Reno, NV
Richmond, VA
Riverside – San Bernardino, CA
Rochester, NY
Sacramento, CA
Salem, OR
Salt Lake City – Ogden, UT
San Antonio, TX
San Diego, CA
San Francisco – Oakland – San
Jose – Fremont, CA
San Juan, PR
Santa Fe, NM
Sarasota – Bradenton, FL
Savannah, GA
Scranton, PA
Seattle – Tacoma, WA
Shreveport, LA
Spokane, WA
Springfield, IL
Springfield, MA
St. Louis, MO
Stockton, CA
Syracuse, NY
Tallahassee, FL
Tampa – St. Petersburg, FL
Toledo, OH
Topeka, KS
Trenton, NJ
Tucson, AZ
Tulsa, OK
Washington, DC – VA – MD
Wichita, KS
Worcester, MA
Youngstown, OH

Terms and Conditions

1. Method of Payment

The U.S. Geological Survey (USGS) is using the Health and Human Services (HHS) Payment Management System (PMS) to provide electronic invoicing and payment for assistance award recipients. The Recipient has established or will establish an account with PMS. With the award of each grant/cooperative agreement, a sub account will be set up from which the Recipient can draw down funds. The sub account number will be shown in block 4 of the face page of each award or modification.

Payments will be made available through the PMS. The PMS is administered by the Department of Health and Human Services (DHHS), Division of Payment Management of the Financial Management Service, Program Support Center. The DHHS will forward instructions for obtaining payments to the recipients. Inquiries regarding payment should be directed to:

Division of Payment Management
Department of Health and Human Services
P.O. Box 6021
Rockville, MD 20852

The Division of Payment Management web address is www.dpm.psc.gov. Problems or questions with electronic draw down procedures should be directed to Tonja Thomas (301) 443-9141 or Nancy Weiger at (301) 443-9240.

Payments may be drawn in advance only as needed to meet immediate cash disbursement needs.

2. Cooperative Agreement

A cooperative agreement is the legal instrument reflecting a relationship between the Federal Government and a State or local government or other recipient whenever:

- (1) the principal purpose of the relationship is the transfer of money, property, services, or anything of value to the State or local government or other recipient to accomplish a public purpose of support, or stimulation authorized by Federal statute, rather than acquisition, by purchase, lease, or barter, of property or services for the direct benefit or use of the Federal Government; and
- (2) substantial involvement is anticipated between the executive agency, acting for the Federal Government, and State or local government or other recipient during performance of the activity.

3. Principal Investigator

The Principal Investigator is the individual designated by the Recipient (and approved by the USGS) who is responsible for the technical direction of the research project. The Principal Investigator cannot be changed or become substantially less involved than was indicated in the Recipient's proposal, without the prior written approval of the Administrative Contracting Officer.

4. Project Officer

The USGS Project Officer will work with the recipient to ensure that technical requirements, as detailed in the awardee's proposal, are being met. The Project Officer's responsibilities include, but are not limited to, providing technical guidance on the project, resolving Recipient questions about USGS technical standards, and coordinating schedules, deliveries and exchange of materials.

5. Contracting Officer (CO)

Contracting officers are individuals who have been delegated in writing by the USGS Office of Acquisition and Grants as the sole authority designated to obligate Federal funds and create terms and conditions of awards. They are the only individuals who have authority to negotiate, enter into, and administer awards resulting for this program. Contracting officers have responsibility to ensure the effective use of Federal funds.

6. Rights in Technical Data

The U.S. Government may publish, reproduce, and use all data obtained from this Cooperative Agreement project in any manner and for any purpose, without limitation, and may authorize others to do the same.

7. Public Domain

All data submitted to the U.S. Geological Survey (USGS) under this Cooperative Agreement will become part of the public domain, and will be available in a non-proprietary format, at the cost of reproduction, to any requesting organization or individual.

8. Dissemination of Results and Reporting Requirements

The Principal Investigator is strongly encouraged to disseminate research results promptly to the scientific community and appropriate professional organizations; local, state, regional and federal agencies; and the general public. The U. S. Geological Survey (USGS) encourages the Recipient to publish project reports in scientific and technical journals. The Government may publish, reproduce, and use all technical data developed as a result of this award in any manner and for any purpose, without limitation, and may authorize others to do the same.

Data generated as a part of work funded under this program is not subject to proprietary period of exclusive data access. Any data generated must be made available to the USGS as soon as it is available. The USGS reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use the data for Government purposes. Any project funded in whole or part with funds obtained under this program shall fall under this clause. The USGS Contracting Officer is the sole person to decide which data falls in this category should any question arise.

Attachment A

A. Required reports/documents. The Principal Investigator or Director, Sponsored Research Office are required to submit the following reports or documents:

Report/ Document	No. of Copies and Method of Transmittal	Submit To◇	When Due
Interim Report	Submitted on-line or by email attachment	CAP Program Contact	6 months after project start date
Final Technical Report	Submitted on-line or by email attachment	CAP Program Contact	90 days after completion of project
SF 272 Federal Cash Transactions Report	Original + 1	Contracting Officer	Required quarterly of each PMS sub-account. Quarterly reports are due 15 working days after the end of each fiscal quarter.
Final SF 269 Financial Status Report	Original + 1	Contracting Officer	Submit a final SF 269 no later than 90 calendar days after the grant agreement completion date and the Recipient will liquidate all obligations incurred under the award. The Recipient will promptly return any unused federal advances or will complete a final draw from PMS to obtain any remaining amounts due.

Attachment A

B. **Report preparation instructions.** The Recipient shall prepare the reports/documents in accordance with the following instructions:

- (1) **Interim Project Report.** The Recipient is required to submit an Interim Project Report six months after the start of the project date. Interim report may be submitted on-line for at the FGDC 2004 CAP website (<http://www.fgdc.gov/funding/funding.html>) or by submitting a test document by email responding to the form queries.
- (2) **Annual and/or Final Technical Report.** The final technical report may be submitted on-line for at the FGDC 2004 CAP website (<http://www.fgdc.gov/funding/funding.html>) or by submitting a test document by email responding to the form queries.
- (3) **SF 272, Federal Cost Transactions Report** is required quarterly for each PMS sub-account. Quarterly reports are due 15 working days after the end of each fiscal quarter and will be submitted to the contracting officer, unless otherwise instructed.
- (4) **Final SF 269, Financial Status Report.** Submit a final SF 269 no later than 90 calendar days after the grant agreement completion date and the Recipient will liquidate all obligations incurred under the award. The Recipient will promptly return any unused federal advances or will complete a final draw from PMS to obtain any remaining amounts due. This report is subject to audit.

C. **Adherence to reporting requirements.** A Recipient's failure to submit the required reports/documents, in a timely manner, may result in the withholding of payment, in termination of the award, or in delay or non-issuance of a new award.

9. **Adherence to Original Project Objective and Budget Estimate**

A. Any commitments or expenditures incurred by the Recipient in excess of the funds provided by this award shall be the responsibility of the Recipient. Expenditures incurred prior to the effective date of this award cannot be charged against award funds unless provided for in this award.

B. **The following requests for change require advance written approval by the Contracting Officer shown on your award. Your request must be submitted directly to the Contracting Officer at least 30 calendar days prior to the requested effective date of the change:**

- (1) Changes in the scope, objective, or key personnel referenced in the Recipient's proposal.
- (2) Request for supplemental funds.

Attachment A

- (3) Transfer of funds between direct cost categories when the cumulative amount of transfers during the project period exceeds 10 percent of the total award.
 - (4) Foreign travel not approved at time of award.
 - (5) Acquisition of nonexpendable personal property (equipment) not approved at time of award.
 - (6) No-cost Extensions to the Project Period. **No-cost extensions are discouraged.** Applicants should consider their time commitments at the time of application for a grant. Requests for no-cost extensions will be considered on a case-by-case basis. The USGS reserves the right to limit the length of time and number of no-cost extensions. Applicants must supply documentation supporting their request for an extension. The Recipient shall include in the request the cause of the needed extension, a description of the remaining work to be completed, the proposed date of completion, the amount of funds remaining, and a revised budget for the remaining funds. If all funds have been disbursed to the Recipient, this must be indicated in the request. A request for an extension that is received by the Administrative Contracting Officer after the expiration date shall not be honored.
 - (7) Creation of any direct cost line item not approved at time of award.
 - (8) Any other significant change to the award.
- C. The Contracting Officer will notify the Recipient in writing within 30 calendar days after receipt of the request for revision or adjustment whether the request has been approved.

10. Nonexpendable Personal Property

Title to nonexpendable personal property acquired wholly or in part with Federal funds shall be vested in the Recipient unless otherwise specified in the award document. The Recipient shall retain control and maintain a property inventory of such property as long as there is a need for such property to accomplish the purpose of the project, whether or not the project continues to be supported by Federal funds. When there is no longer a need for such property to accomplish the purpose of the project, the Recipient shall use the property in connection with other Federal awards the Recipient has received. Under no circumstances shall title to such property be vested in a sub-tier recipient. Disposal of nonexpendable personal property shall be in accordance with the applicable OMB circular.

11. Record Retention Period

Unless a longer period is requested by the award, a Recipient shall retain all records for 3 years after the end of the project period for which it uses USGS award funds.

12. Pre-agreement Costs

Pre-agreement costs are not authorized under this program. Costs must be obligated during the project period.

13. Metric Conversion Requirements

All progress and final reports, other reports, or publications produced under this award shall employ the metric system of measurements to the maximum extent practicable. Both metric and inch-pound units dual units may be used if necessary during any transition period(s).

However, the recipient may use non-metric measurements to the extent the recipient has supporting documentation that the use of metric measurements is impracticable or is likely to cause significant inefficiencies or loss of markets to the recipient, such as when foreign competitors are producing competing products in non-metric units.

14. Violation of Award Terms

If a Recipient materially fails to comply with the terms of the award, the Contracting Officer may suspend, terminate, or take such other remedies as may be legally available and appropriate in the circumstances.

15. Award Closeout

Awards will be closed out once all requirements have been met. Technical and financial reports must be submitted on time as specified in Item 2 of these Special Terms and Conditions. Failure to adhere to the reporting requirements may result in the non-payment of your final award invoice or in other adverse action.

16. Partnership with Grantees/Cooperators

The U.S. Geological Survey, through its federal grant/cooperative agreement awards, will collaborate with universities, federal state, local and tribal governments, and private organizations and businesses to provide relevant, timely, objective knowledge and information on natural resources, hazards and the environment.

17. Buy American Act Requirements

Notice: Pursuant to Section 307(b) of the Department of the Interior (DOI) and Related Agencies Appropriations Act, FY 2000, Public Law 106-113, please be advised on the following:

In the case of any equipment or product that may be authorized to be purchased with financial assistance provided using funds made available in FY 2000 and thereafter, it is the sense of the Congress that entities receiving the assistance should, in expending the assistance, purchase only American-made equipment and products.

18. Anti-Lobbying Requirements

The Recipient shall not use any part of the Department of Interior provided hereunder for any activity or the publication or distribution of literature that in any way tends to promote public or opposition to any legislative proposal on which Congressional action is not complete.

19. Seat Belt Provision

Recipient of grants/cooperative agreements and/or sub-awards are encouraged to adopt and enforce on-the-job seat belt use policies and programs for their employees when operating company-owned, rented, or personally owned vehicles. These measures include, but are not limited to, conducting education, awareness, and other appropriated programs for their employees about the importance of wearing seat belts and the consequences of not wearing them.

20. Endorsement Provision

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

--End of Special Terms and Conditions--

GENERAL PROVISIONS

The Recipient shall be subject to the following OMB circulars/regulations, as amended, which are incorporated herein by reference:

1. Educational Institutions

- A. OMB Circular A-21, Cost Principles for Educational Institutions.
- B. OMB Circular A-110, Uniform Administrative Requirements for Grants and other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations.
- C. OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

2. State and Local Governments

- A. OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments.
- B. OMB Circular A-102, Grants and Cooperative Agreements With State and Local Governments.
- C. OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

3. Nonprofit Organizations

- A. OMB Circular A-110, Uniform Administrative Requirements for Grants and other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations.
- B. OMB Circular A-122, Cost Principles for Nonprofit Organizations.
- C. OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

4. Profit-Making Organizations

- A. General administrative requirements will be in accordance with the OMB Circular A-10 and the Cost Principles in Federal Acquisition Regulation (FAR) Part 31.

Attachment B

B. Principles for determining the allowability of cost will be in accordance with the FAR, subchapter E, part 31.2.

5. Patents--Small Businesses and Nonprofit Organizations

Subject to the provisions set forth in 37 CFR 401 and 35 U.S.C. 203, a Recipient may retain the entire right, title, and interest throughout the world to each subject invention. With respect to any subject invention in which the Recipient retains title, the Federal Government will have a nonexclusive, nontransferable, irrevocable, paid-up license to practice or have practiced for or on behalf of the United States the subject invention throughout the world.

6. Code of Federal Regulations (CFR)

- a. 43 CFR Part 12, Subpart A: Admin, Audit and Cost Principles
- b. 43 CFR Part 12, Subpart D: Government Debarment and Suspension (nonprocurement) and Government wide requirements for Drug Free Workplace
- c. 43 CFR Part 12, Subpart E: Buy American Requirements for Assistance Programs
- d. 43 CFR Part 12, Subpart F: Admin – Higher Education Hospitals, and Other Non Profit Organizations
- e. 43 CFR Part 17, Subpart A: Nondiscrimination of the Basis of Race, Color, or National Origin
- f. 43 CFR Part 17, Subpart B: Nondiscrimination of the Basis of Handicap
- g. 43 CFR Part 17, Subpart C: Nondiscrimination of the Basis of Age
- h. 43 CFR Part 18, Lobbying

--End of General Provisions--