#### NSDI Cooperative Agreements Program (CAP)

# Introduction to the Cooperative Agreements Program

An overview of the Cooperative Agreements Program (CAP) and its role in assisting organizations to implement the National Spatial Data Infrastructure (NSDI).





# Learning Objectives

#### After completing this lesson the student can:

- explain the purpose, role and cooperative character of the NSDI CAP
- identify projects and activities that are eligible for CAP support
- locate and access the CAP Web site, individuals, and informational resources available to support proposal development and submittal
- assess their own ability to address CAP proposal and deliverable processes and requirements



#### What is the NSDI CAP?

#### The NSDI Cooperative Agreements Program (CAP) is:

- an annual program to assist the geospatial data community in implementing the components of the NSDI by providing funding and other resources
- Administered by the Federal Geographic Data Committee (FGDC) and sponsored by the U.S. Geological Survey
- intended to benefit multiple federal agencies as well as the overall geospatial community

To date the NSDI CAP has provided over \$21M in funding to more than 600 NSDI-related projects



#### What is the NSDI CAP?

## NSDI CAP areas of emphasis:

- Documenting, implementing, and providing outreach for standards including metadata
- Expanding geographic information coordination across and between organizational levels
- Promoting geospatial best practices
- Advancing geospatial related Web services
- Advancing key NSDI data sets
- Creating clearinghouses and online applications to support geospatial data discovery and exchange



#### What NSDI CAP is Not

## The NSDI CAP does <u>not</u> support projects that are:

- Data collection efforts
- Data purchases
- Agency specific and of limited value to other NSDI stakeholders



# Why is there an NSDI CAP?

#### The NSDI CAP is intended to:

- support NSDI outreach & communications
- market and demonstrate NSDI concepts
- seed small efforts
- reach new organizations & disciplines
- initiate tool implementations
- create a network of NSDI contacts
- serve as the impetus for institutionalizing NSDI
- provide a model for international Spatial Data Infrastructure (SDI) development



# What is a 'Cooperative Agreement'?

A Cooperative Agreement differs from a grant because there is substantial involvement by the federal government in the form of:

- regular teleconferences
- technical support
- administrative assistance in resolving issues



# What is a 'Cooperative Agreement'?

# While the federal government is not involved in daily project business it does support:

- implementing standards through guided development and training
- participating in the NSDI Clearinghouse, Geospatial Platform, Data.gov, and The National Map
- implementing OpenGIS Web Mapping and Web Feature Services
- demonstrating to federal business managers the value of incorporating geospatial approaches into business processes
- building organizational collaboration and cooperation among organizations



# Who can participate in the NSDI CAP?

# The NSDI CAP Program is open to all U.S. based, non-federal organizations

- ► State, Tribal, Regional, Local governments
- Coordinating Councils
- Academia
- Commercial businesses
- Nonprofit organizations



# **NSDI CAP Categories**

# CAP award categories are based upon FGDC/NSDI programs of work including:

- standards implementation
- metadata training and outreach
- collaboration in geospatial communities
- geo-enabling non-traditional data communities
- ▶ integration of key geospatial datasets
- participation in national initiatives like the Geospatial Platform and GeoCloud

Funding categories vary annually to support current NSDI priorities and initiatives



# How are Categories Determine?

- 1. Suggestions for the NSDI CAP categories come from the FGDC Coordination Group
- 2. The proposals are evaluated as to:
  - appropriateness with respect to the funding authority and cooperative agreements requirements
  - alignment with existing categories
  - meeting the intent of the NSDI CAP
  - potential to seed on-going activities beyond the initial effort
  - supporting/implementing standards
  - success of previous category efforts

The objective is to maintain a logical balance of awards/funding cross the categories and within the budget



# **NSDI CAP Categories**

2013 NSDI CAP Categories	Award Amount	In-kind Match	Approx. Number of Awards
Category 1: Metadata Trainer and Outreach Assistance	\$25,000	30-50%	2
Category 2: Geospatial Digital Data Archiving Business Plan Development	\$40,000	50%	3
Category 3: Development of Geospatial Strategic Plans for Federally Recognized Indian Tribes	\$40,000	50%	3
Category 4: Fifty States Initiative: Business Plan Development and Implementation	\$40,000	50%	3
Category 5: FGDC-endorsed Standards Implementation Training and Outreach	\$25,000	30-50%	2
Category 6: Geospatial Platform State/Local/Federal Collaborative Group Development	\$30,000	50%	4
Category 7: Geospatial Platform Cloud Service Test-bed	\$25,000	50%	2
Category 8: Arctic Spatial Data Infrastructure, Alaska-Yukon Project	\$70,000	50%	1

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# NSDI CAP Categories

# Detailed information about the 2013 NSDI CAP Categories is available on the FGDC Web site

http://www.fgdc.gov/grants/2013CAP/2013CAPDescriptions



## CAP funding requirements:

- some level of in-kind match from the proposing organization is required
- performance period and expenditures are limited to one year

## Available funding:

- ▶ total amount of available funds varies each year
- ► the 2012 CAP funded 23 projects and awards ranged from \$15,000 to \$40,000



#### CAP funds can be used to support:

- salaries and wages
- training
- travel
- hardware and software that are dedicated to the project and its sustainability
- fees for consultants, facilitators or recorders
- publication costs

Individual CAP categories may include additional imitations on use of funds so it is important to read the CAP announcement carefully



## CAP funds cannot be used to support:

- data collection
- data purchases
- equipment purchases that are not dedicated to the project
- pay for federal government services

Individual CAP categories may include additional imitations on use of funds so it is important to read the CAP announcement carefully



#### 'In kind' match:

- ▶ is required to support the cooperative spirit of the grant program
- ▶ can be in the form of salaries, funds, equipment dedicated to the project, software, and other resources
- requirements range between 30% to 50% and vary with each category

For complete information see OMB Circular A-110



# **CAP Management**

#### The CAP Coordinator:

- plans and prepares the annual CAP announcement
- ▶ facilitates communication among:
  - Category leads
  - FGDC Secretariat Director
  - USGS grants officer
  - Project primary investigators
- manages project reporting and requirements
- coordinates program orientation or kick-off workshops
- manages Web information and postings
- performs program assessment



# **CAP Management**

## The CAP Category Lead:

- defines category goals, requirements, and outcomes
- ▶ leads review of category proposals
- organizes and leads category orientation or kick-off workshops
- coordinates federal participation and resources
- serves as the technical point of contact for project work
- monitors work plan development and implementation
- assesses project deliverables and outcomes
- fosters regular communication among awardees



# **CAP Proposal Requirements**

#### Required documents:

- ▶ Project Narrative a short (5 page max) description of the project goals, methods, expected outcomes and experience of the applicant
- ► Application for Federal Assistance (SF 424) a basic application form that documents the applicants contact information, organization type, and the expected geographic impact of the project



# **CAP Proposal Requirements**

#### Required documents (cont'd):

- ▶ Budget Information (SF 424A) a budget summary
- Budget Breakdown Attachment
- Assurances (SF 424B) a legal declaration of eligibility and commitment to meet program requirements
- Negotiated Rate Agreement State and university applicants
- Other possible requirements as specified by each CAP funding category, e.g., letters of participation, memorandum of understanding



# **CAP Proposal Requirements**

#### Optional documents:

- ▶ Letters of support from partner/benefiting organizations:
  - State, local, Tribal governments
  - Academia
  - Private company
- ► Resumes, Curriculum Vitae
- Supporting documentation of experience, related products, methodologies, etc.

Federal employees cannot provide letters of support.



# **CAP Proposal Submission**

#### Three steps:

1. Register with Grants.gov at:

http://www.grants.gov/

Registration takes 1 to 4 weeks **so start early**. Once registered, your organization can use the same information for all other Grant.gov applications

- Prepare proposal with careful attention to CAP and Category specific requirements
- 3. Submit proposal via:

http://www.grants.gov/



# **CAP Proposal Submission**

#### **Proposal Submission Notes:**

- electronic submissions via Grants.gov only
- no hardcopy proposals accepted
- help is available from http://www.grants.gov/applicants/app\_help\_reso.jsp



# Proposal Review and Selection

#### After the CAP announcement closing date:

- Category Leads distribute proposals to a review panel comprised of national experts from various geographies; members may include past CAP participants
- Each proposal is scored based on the criteria outlined in the CAP announcement
- 3. Scored proposals are given to FGDC Secretariat Director to make the final selections
- 4. Awarded proposals are announced
- 5. The review process takes four to six weeks



#### Deliverables

#### **CAP Project Deliverables:**

- ▶ Interim and final technical reports
- Annual financial reports
- Presentations and/or publications describing the project outcomes
- Category specific products, e.g. Web applications. training materials, strategic plans, etc.



# Summary

## The NSDI CAP supports programs that:

- ▶ lead to sustainable State/regional/community projects
- introduce and extend the NSDI
- implement proven solutions for metadata, clearinghouse, standards, etc.
- encourage partnerships and leveraged resources
- focus on infrastructure development, not data collection or GIS startup
- produce measurable results



#### For More Information

# http://www.fgdc.gov/grants

#### Provides access to:

- contact information for the CAP Coordinator and Category Leads
- current and past CAP announcements
- CAP administration guidance
- ▶ information about previous awards
- schedules for proposal submissions and reviews



# Summary

# This is the conclusion of "Introduction to the NSDI Cooperative Agreements Program" lesson.

#### The student should be able to:

- explain the purpose, role and cooperative character of the NSDI CAP
- identify projects and activities that are eligible for CAP support
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#### Other Lessons

#### **NSDI Cooperative Agreements Program:**

How to Submit a NSDI CAP Proposal

**How to Implement Your NSDI CAP Project**