

# Multistate Conservation Grant Program



Applicant Proposal Informational Webinar  
May 17, 2023



ASSOCIATION *of* FISH & WILDLIFE AGENCIES



# Presentation Overview

- Program Purpose & Funding
- Applicant Eligibility Overview
- 2024 MSCGP Priorities & Process
- Elements of the Proposal
- Project Statement Requirements
- Budget Requirements & Tips
- Resources for Applicants
- Q&A



# Multistate Conservation Grant Program

- The Wildlife Restoration and Sport Fish Restoration Programs are arguably two of the most successful conservation programs in history.
- In 2000, the Traditional Multistate Conservation Grant Program (T-MSCGP) was created authorizing the Secretary of the Interior to make up to \$6 million annually available for grants.
  - \$3 million from Wildlife Restoration & \$3 million from Sport Fish Restoration
- In 2019, the Hunter Recruitment and Recreational Shooter Recruitment (R3) MSCGP was created authorizing up to \$5 million annually for grants that promote a national hunting and shooting sport recruitment program.

# MSCGP Purpose

*“To fund projects that address regional or national priority needs of State fish and wildlife agencies and their partners that are beyond the scale, scope, and capabilities of a single State.”*

AFWA and USFWS jointly administer the programs.

- AFWA manages/reviews grant applications and provides oversight, coordination, and guidance.
- USFWS announces funding, awards funding, and manages grants.

# Wildlife Restoration Act

**Tax on Firearms & Ammunition  
(11%)**

**Tax on Pistols, Revolvers, & Handguns  
(10%)**

**Tax on Bows\*, Quivers, Broadheads, Arrows\*\*,  
and Points (11%)  
(\$0.55 per arrow shaft)**

*Revenue transferred or deposited to the Trust Fund*



**North American Wetlands  
Conservation Fund**

Interest earned  
on Trust Fund  
[16 U.S.C. 669b(b)]



**Wildlife Restoration Trust Fund**

\* Tax applies to bows having a peak draw weight of 30lbs or more (IRS No. 44). Tax also applies on the sale of any part or accessory suitable for inclusion in or attached to a taxable bow and any quiver, broadhead, or point suitable for use with arrows.

\*\* Tax applies to arrows measuring 18" or more in overall length; or arrows less than 18" in overall length but is suitable for use with a taxable bow (IRS No. 106).

*Initial Deductions from the Trust Fund*



**WSFR Administrative Funds**  
*Taken from total taxes  
[16 U.S.C. 669c(a)]*



**Traditional Multistate  
Conservation Grant Program**  
(\$3 million)  
*Taken from total taxes  
[16 U.S.C. 669h-2(a)(1)(A)]*



**R3 Multistate Conservation  
Grant Program**  
(\$5 million)  
*Taken from taxes on bows, quivers,  
broadheads, arrows, & points  
[16 U.S.C. 669h-2(a)(1)(B)]*



**Enhanced Hunter Education  
and Safety Program**  
(\$8 million)  
*Taken from total taxes  
[16 U.S.C. 669h-1(a)]*



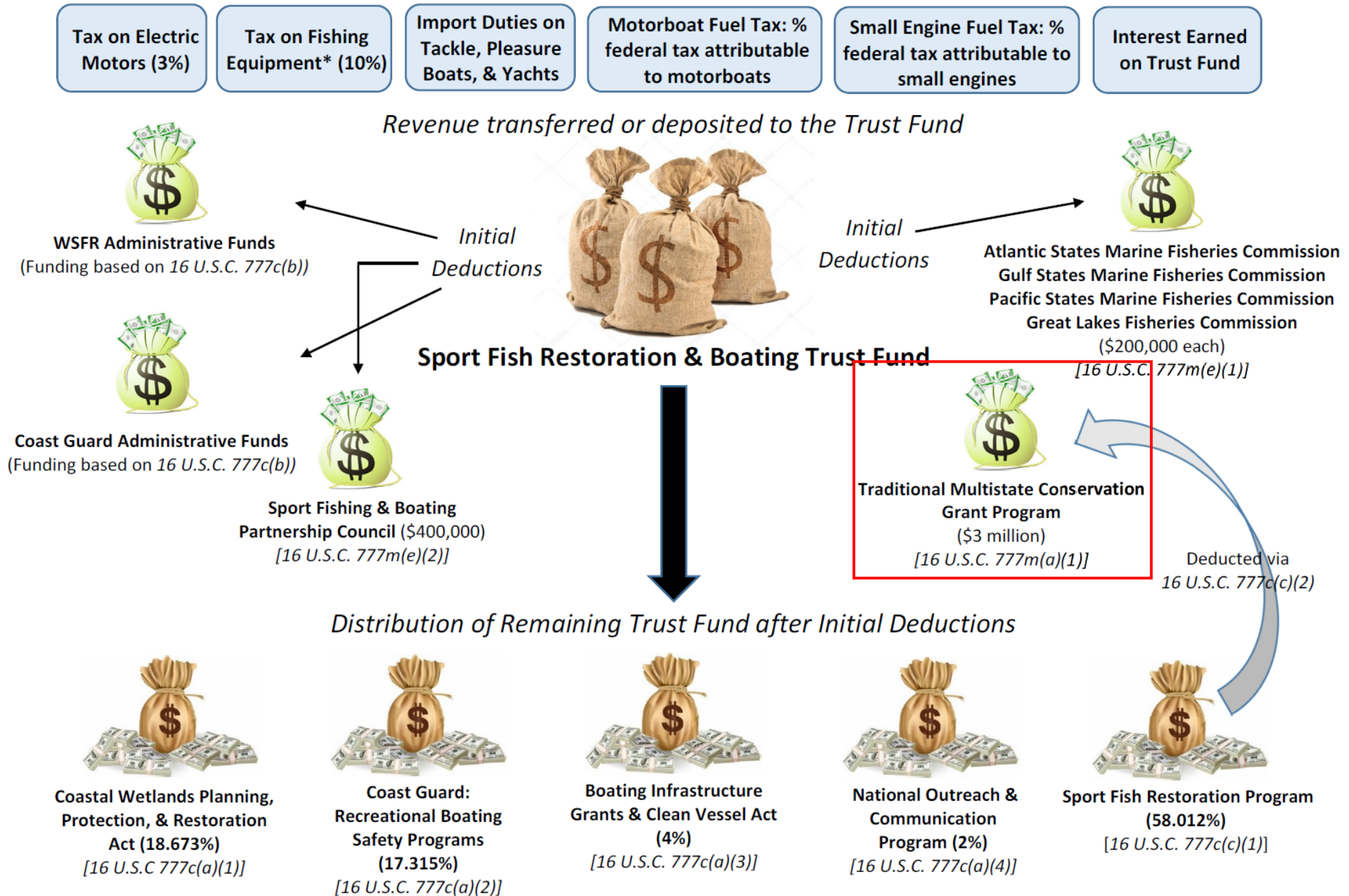
**Basic Hunter Education and  
Safety Subprogram**  
*½ of taxes collected on pistols, revolvers,  
handguns, bows, quivers, broadheads,  
arrows, & points  
[16 U.S.C. 669c(c)]*

*Distribution of Remaining Trust Fund after Initial Deductions*



**Traditional Wildlife Restoration Program**  
*Remaining funds from taxes on firearms, ammunition, pistols, revolvers,  
handguns, bows, quivers, broadheads, arrows, & points.  
[16 U.S.C. 669c(b)]*

# Sport Fish Restoration Act



\* Tax on fishing tackle boxes is 3% (IRS No. 42). Tax on fishing rods/poles is 10%, with a maximum tax of \$10 per article (IRS No. 110). Tax on fishing lines does not apply to lines over 130lbs test (IRS No. 41).

## Traditional vs. R3 MSCGP Projects

### T-MSCGP (up to \$6 million)

- Wildlife and sport fish management/research
- Boating access opportunities
- Firearms and archery education/safety
- Aquatic education
- Aquatic R3 programs
- Wildlife and fish habitat

### R3-MSCGP (up to \$5 million)

- Hunter recruitment and recreational shooter recruitment programs that promote a national hunting and shooting sport recruitment program, including communications and outreach activities.



# Eligibility

- *Must address at least one Strategic Priority*
- *Applicant Type*
- *Beneficiaries*







# 2024 MSCGP Strategic Priorities

- 1. Conservation & Science*
- 2. Expanding Relevancy and Engagement (ERE)*
- 3. Capacity Building, Conservation Education, and Coordination of Conservation Policies*
- 4. AFWA Priorities Identified in AFWA Funding Principles (submitted by ExCom)*
- 5. Recruitment, Retention, Reactivation (R3)*





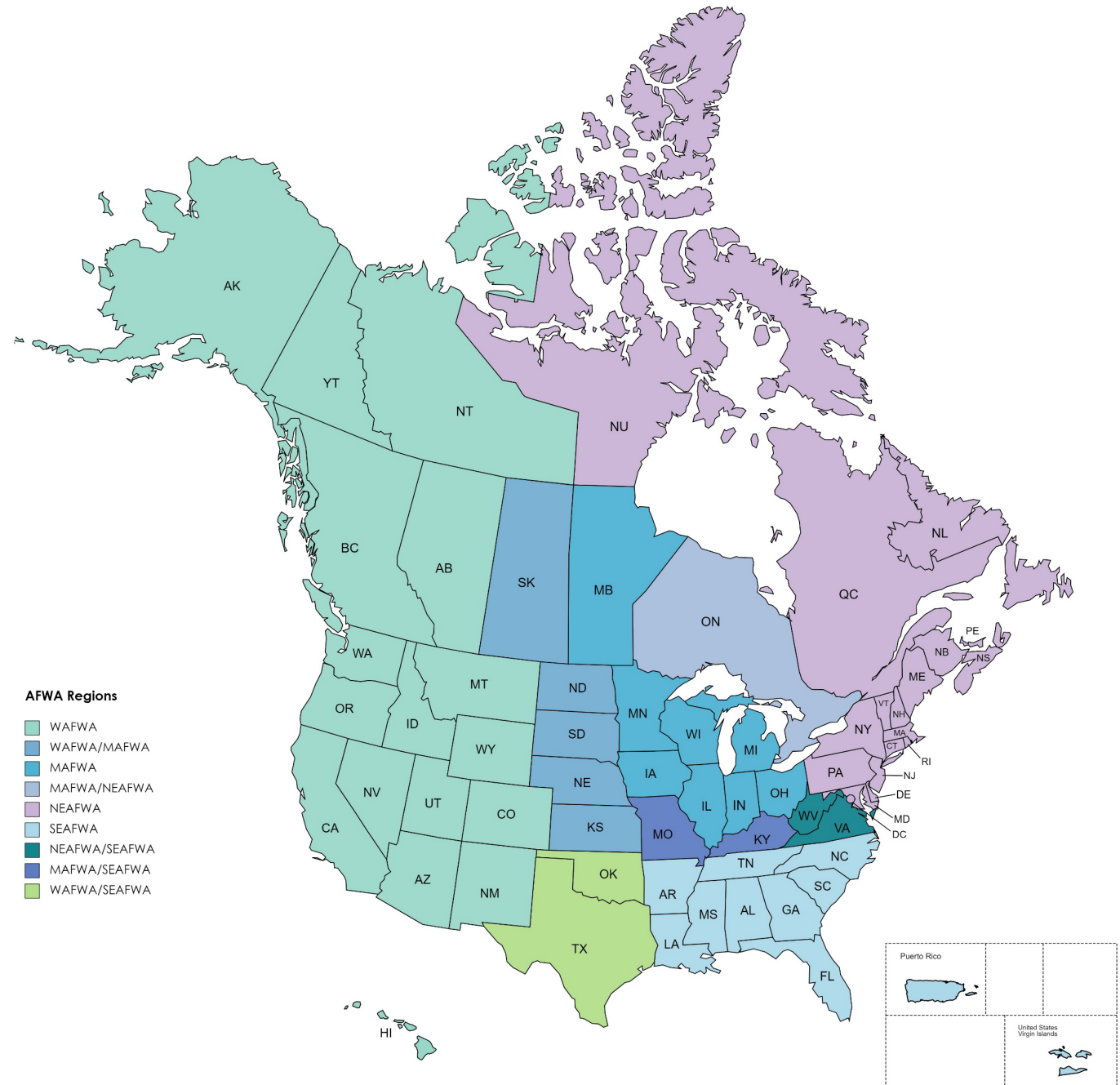
# Applicant Type

- 00 – State governments
- 06 – Public and State controlled institutions of higher education
- 12 – Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- 13 – Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
- 25 – Others
  - USFWS, a State or a group of States, to carry out the National Survey of Fishing, Hunting, and Wildlife-Associated Recreation;



# Beneficiaries

- Beneficiaries:
  - At least 26 States;
  - A majority (over 50%) of the States in a USFWS Region; or
  - A majority of States in an AFWA Region.



# 2024 Estimated Budget

- Traditional Wildlife Restoration: \$3.2M
- Sport Fish Restoration: \$3M
- R3 – Wildlife Restoration: \$4.5M
  
- Average Budget: \$250,000
  
- Typical number of Grants Awarded: 55





# 2024 MSCGP Timeline

**April 2023**

NOFO Published/Request for Full Proposals sent out.

**June 15<sup>th</sup>**

**Full Grant Proposals Due to AFWA Portal (no Federal Forms)**

June 16<sup>th</sup> -19<sup>th</sup>

AFWA Reviews Full Grant Proposals

June 20<sup>th</sup> - July 28<sup>th</sup>

Full Grant Proposals Review by Technical review teams

August 1<sup>st</sup> – 11<sup>th</sup>

Technical Review Teams Meetings

**August 15<sup>th</sup>**

**Applicants are notified and asked to address Technical Review Teams Concerns**

Direct Announcement posted for the selected FGP

August 21<sup>st</sup>

Draft Priority List and Summary sent to National Grants Committee for review before the approval at AFWA Annual Meeting.

**September 5<sup>th</sup>**

**Grants and Required Federal Forms uploaded and submitted in GrantSolutions.**

September 24-27

AFWA Annual Meeting

October 1<sup>st</sup> t

Priority List submitted to USFWS for Director approval

October 1<sup>st</sup>-December 31<sup>st</sup>

USFWS reviews/awards the grants



# Process

Don't have a SurveyMonkey Apply account? [REGISTER](#)

**June 15<sup>th</sup>** - Full Grant Proposals Due to AFWA Portal (no Federal Forms) - <https://afwamscgp.smapply.io/>

**No proposals shall be submitted to GrantSolutions at this point**

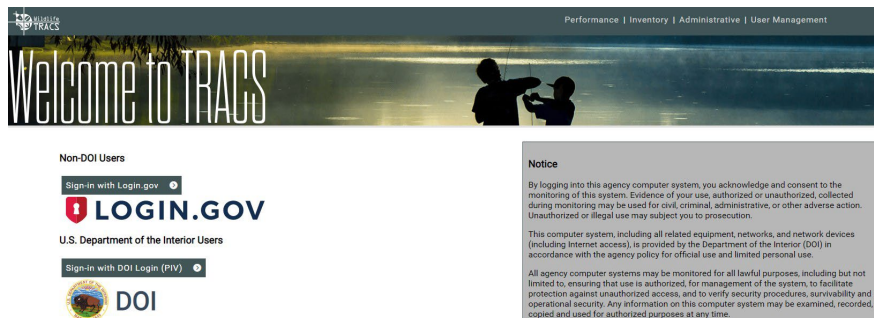
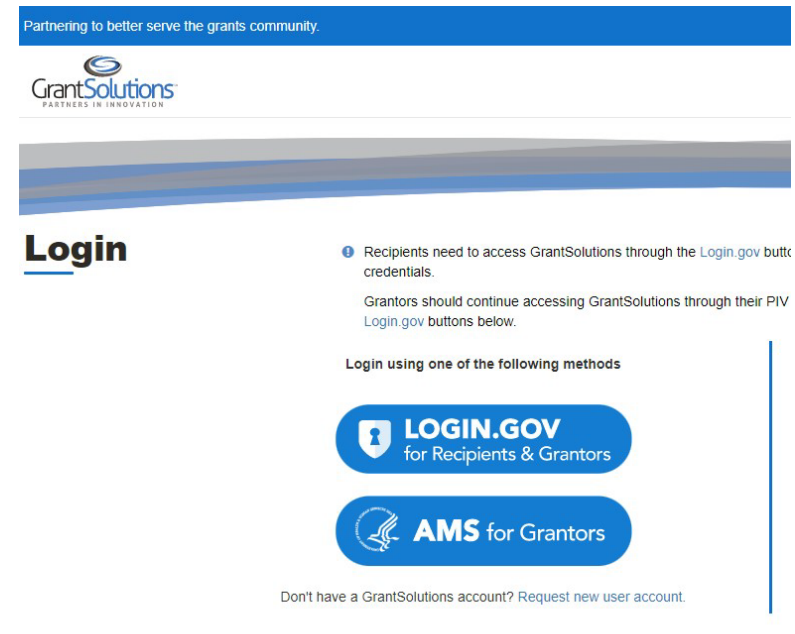
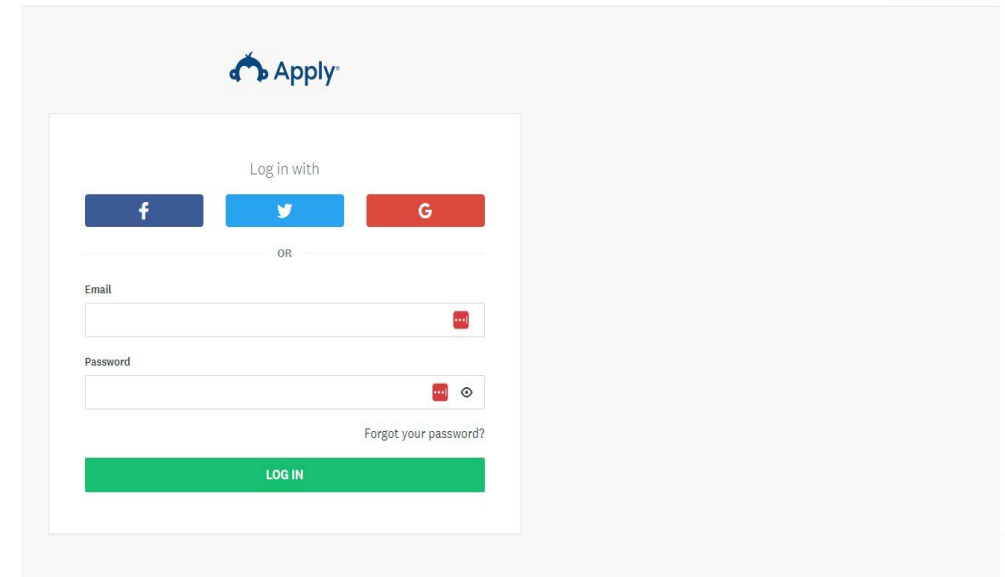
**August 15<sup>th</sup>** - Applicants are notified/Direct Announcement posted for the selected FGP in <https://www.grantsolutions.gov/>

**September 5<sup>th</sup>** – Final day for Applicants to upload their final application and required federal forms in AFWA Portal and GrantSolutions.

**September 27<sup>th</sup>** – Proposals Priority List approved at AFWA Annual Meeting during the Business Meeting

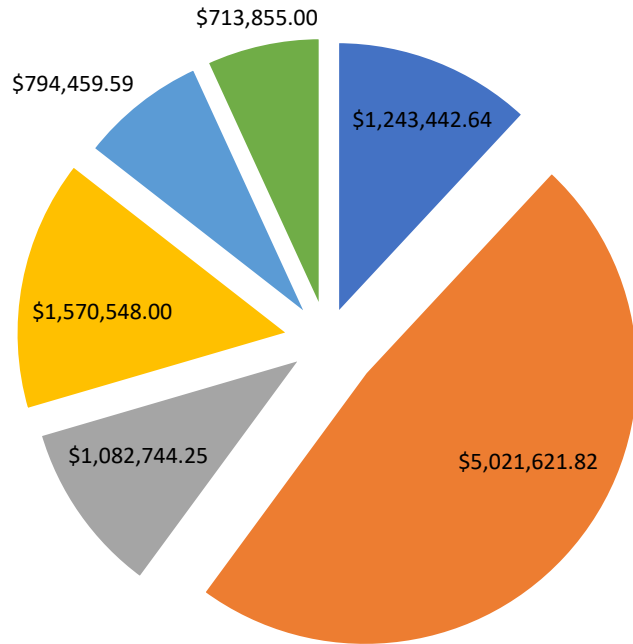
**October 1<sup>st</sup>** - Priority List submitted to USFWS for Director approval

**October 1st-December 31st** USFWS reviews/awards the grants



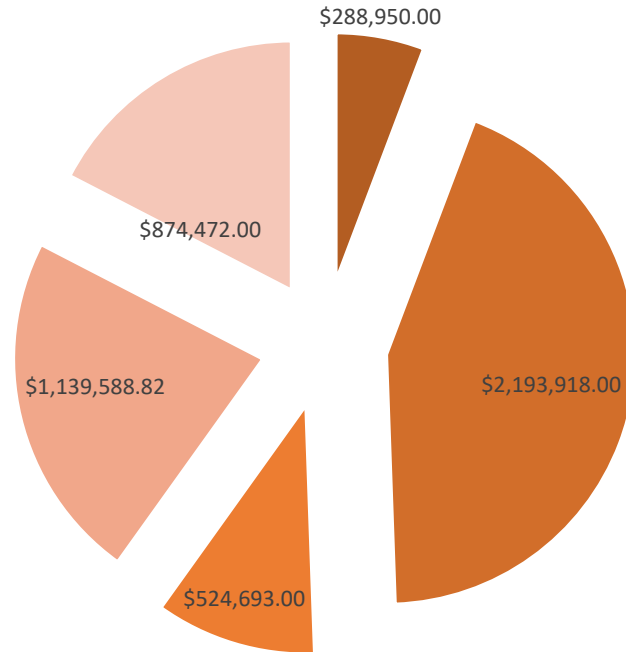


# 2023 MSCGP awarded grants



- AFWA Priorities
- Conservation and Science
- Coordination
- R3 Grants
- Relevancy and Inclusion
- Trust Fund Stewardship

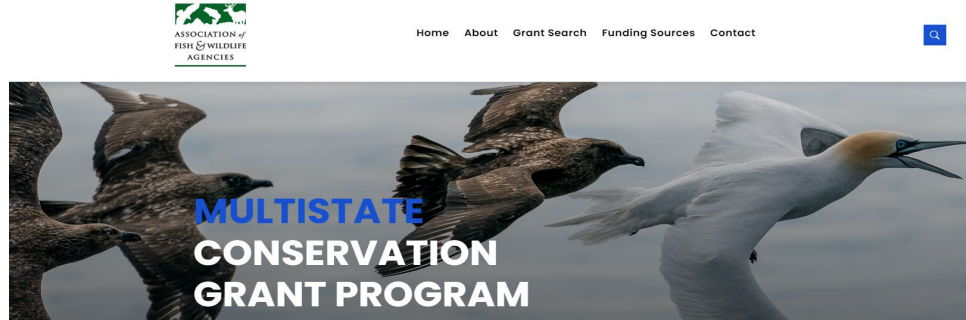
## Recruitment, Retention, Reactivation (R3) Priorities



- Monitoring and Evaluation
- Mentoring
- R3 Capacity and Infrastructure
- Marketing
- Engaging New Audiences



# Resources



<https://www.fishwildlife.org/afwa-informs/multi-state-conservation-grants-program>

[www.fishwildlife.org/mscgp](http://www.fishwildlife.org/mscgp)

## 2024 MULTISTATE CONSERVATION GRANT PROGRAM APPLICATION

### 2024 MSCGP Webinar - May 17th, 2023

AFWA and the WSFR Program are excited to host a webinar for potential Multi-State Conservation Grant Program applicants. This webinar will provide an overview of how applicants can provide a complete application for consideration.

This webinar will be hosted on **Wednesday, May 17, 2023 from 1:00 - 3:30pm EST**. Please [CLICK HERE](#) to register to attend the webinar. [All registrations must be received by COB Friday, May 12, 2023.](#)

If you have questions about the webinar or this registration form, don't hesitate to contact Silvana Yaroschuk ([syaroschuk@fishwildlife.org](mailto:syaroschuk@fishwildlife.org)) or Mike Sawyers ([michael\\_sawyers@fws.gov](mailto:michael_sawyers@fws.gov)).

### TIMELINE

**April 18th, 2023** - NOFO Published/Request for Full Proposals sent out.

**June 15th** - Full Grant Proposals Due to AFWA Portal (no Federal Forms)

**August 15th** - Applicants are notified and asked to address Technical Review Teams Concerns and start working on Federal Forms

**August 15th** - USFWS posts Direct Announcement and invites selected applicants to submit FGP Package in GrantSolutions

**September 5th** - Due Date for Grants and Required Federal Forms to be uploaded and submitted in GrantSolutions.

**September 24-27** - AFWA Annual Meeting. Directors vote on the Proposals' Priority List

**October 1st** - Priority List submitted to USFWS for Director approval

**October 1st-December 31st** - USFWS reviews/awards the grants

### AFWA Contact

Silvana Yaroschuk  
MultiState Conservation Grant Program Manager  
[syaroschuk@fishwildlife.org](mailto:syaroschuk@fishwildlife.org)

### Background and General Information

MultiState Conservation Grant Program FAQ

2023 Grants Priority List

2024 Strategic Priorities

2024 MSCGP Notice of Funding Opportunity (NOFO)

### FULL GRANT PROPOSALS (COMING SOON)

- 2024 Full Grant Proposal Guidelines
- 2024 Full Grant Proposals Template
- MSCGP Multiyear Proposals Criteria
- Scoring Criteria
- Organization's Required Statements
- 2024 Full Grant Proposals Scoring Criteria
- 2024 MSCGP Final Priority List

### FEDERAL FORMS (TO BE SUBMITTED WITH FULL GRANT PROPOSAL)

These forms will be required only if you are invited to submit a Full Grant Proposal package. You will be able to complete these forms online at [www.grantsolutions.gov](http://www.grantsolutions.gov)

- Application for Federal Assistance (SF-424)
- Budget Information for Non-Construction Programs (SF-424A)
- Completing SF-424A (instructions on how to complete the form)



# MSCGP Full Proposal Requirements

## Part I: Grant Proposal – Via AFWA Portal by 06/15/2023

- Project Narrative
- Budget
- Qualifications (Limit – one paragraph per individual)

## Part II: Required Federal Forms – Via AFWA Portal and GS by 09/05/2023

- Project Abstract
- Application for Federal Assistance (SF 424)
- Budget Information for Non-Construction Program (SF 424-A)
- Negotiated Indirect Cost Agreement (NICRA) – if applicable from budget
- Required Statements/Assurances for Organization

## Grant Proposal Information

AFWA developed a template for applicants to populate information.

Follow along as we highlight some of the key proposal components.

# INSTRUCTIONS (Full Grant Proposal)

## 2024 Multistate Conservation Grant Program

### I. Proposal Details

1. Descriptive Title:	2024 MSCGP – Write the proposal title		
2. Recipient Location (State/Territory):			
3. Grant Start Date:	January 1 <sup>st</sup> , 2024	4. Grant End Date:	December 31 <sup>st</sup> , 2024

5. **Project Abstract Summary/Public Description:** The Summary is the first aspect of your hard work that the National Grants Committee members will see and, if not drafted carefully, maybe the last.

The summary is the first opportunity to outline your project and impress your proposal's importance to your reviewers. Be sure and indicate the local need for said project, alternatives in the absence of federal support, as well as the benefits of the project both before and after its implementation. The consequences of the proposal after funds are allocated should undoubtedly be highlighted, essentially ensuring that the National Grants Committee members reviewing the proposal will see, from the first page, the benefits of allocating funds.

6. **Grant Recipient Contact(s)** - list full name, title (optional), phone number, email address, and organization name

a. Primary Principal Investigator of the recipient Organization:

b. Primary Authorizing Official of the recipient Organization:

## II. Program(s)

1. Grant program(s) associated with this grant proposal (check all that apply)

- Modern Multistate Conservation Program - Wildlife Restoration (R3 MSCGP)
- Traditional Multistate Conservation Program - Sport Fish Restoration (T-MSCGP)
- Traditional Multistate Conservation Program - Wildlife Restoration (T-MSCGP)

## III. Additional Information

1. **Organization Type** (check one):

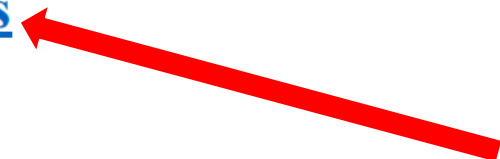
- 12 – Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- 13 – Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education
- 00 – State governments
- 06 – Public and State controlled institutions of higher education
- The United States Fish and Wildlife Service, or a State or group of States

2. **Beneficiary Information.** Please choose one of the following categories that best describes the geographic scope of the project:
- Project benefits in at least 26 states. Using states' abbreviations, please list all states that will benefit.
  - Project benefits a majority (over 50%) of the States in a [U.S. Fish & Wildlife Service Region](#) that will benefit. List the States in each Region that will benefit (use State abbreviations).
  - Project benefits a majority (over 50%) of the States belonging to a regional association of State fish and wildlife agencies (click each of the Associations for the state members, [WAFWA](#), [MAFWA](#), [NEAFWA](#), [SEAFWA](#), Please indicate the regional fish and wildlife association that will benefit and list the States in each region that will benefit (use State abbreviations).

3. **The Strategic Priority Addressed – [Please refer to 2024 Strategic Priorities](#)**

4. **Conflict of Interest Disclosure Statement (check one)**

- Not Applicable
- If applicable, enter the statement below



# PROJECT STATEMENT

The project statement is one of the required documents (perhaps the most crucial document) to be included in an application for Wildlife and Sport Fish Restoration program funding. Other WSFR-administered programs also require a project statement but sometimes refer to it by other means (i.e., project narrative or proposal). The project statement is the heart and soul of your grant application. It helps to identify a conservation issue, problem, or opportunity that must be addressed, as well as the actions that your agency/organization will implement to help resolve the issue, problem, or opportunity. A project statement is required for each specific project funded in a grant. There is no standard format that all applicants must use for their project statements. However, certain required elements must be included in a complete project statement. Project statements generated in TRACS contain the required details of the Project Statement per 50 CFR 80.82.

## I. General Info

1. Project Statement Title	<input type="checkbox"/> Copy Grant Title, or <input type="checkbox"/> Enter the unique project statement title below:
2. Geographic Location:	
3. TRACS Group - Select the group responsible for the grant proposal at the lowest level (e.g., the state agency and/or division or sub-group):	

#### 4. Point of Contact

- GrantSolutions – you can identify one (primary) or two contacts (secondary) who have or will have access to GrantSolutions if the grant is awarded.
  - 1. **Primary Principle Investigator** of the recipient Organization:
  - 2. **Primary Authorizing Official** of the recipient Organization:
- TRACS (identify a single point of contact for grant activities) - list full name, title (optional), phone number, email address, and organization name: Identify the single primary point of contact for the grant activities in this performance report (this may be the same person listed as the grant recipient in the Grant Proposal or maybe another staff member). Enter the search parameters by First and Last Name or Email Address or click Add Contact if needed.

## II. Need & Purpose

1. **Need** (Identifying the Issue) This should be a clear and concise account of the problems or issues that need to be addressed and which were the foundation for applying for this specific grant in the first place. The important aspect is presenting the data about your proposal to clarify a need only grant funding can relieve. Applicants will want to note how the organization or individual noticed the problem or issue, the nature of the problem, what is currently being done, and the purpose for developing the proposal. Also, include the remaining (if limited) alternatives if funds are not allocated and what will happen if the project or problem is not addressed.  
By a detailed chronicle of the problem or need, the facts, the solution, and the overall benefits of your solution, along with the unappealing alternatives, the Problem Statement can effectively make a case for why the proposed grant funds are a necessity. Explain how this project addresses the desired outcomes described in the Strategic Priority under which this proposal was submitted.
2. **Purpose:** The Purpose states the project's desired outcome by describing the benefits to users, habitat, and/or species and the expected results/outcomes from resolving a conservation need.

# Need and Purpose

- Need: Identify the conservation issue, problem or opportunity.
- Purpose: What is the desired outcome of the proposed project?





### III. Objectives

TRACS provides grant applicants/recipients with a list of “standard objectives” that streamline performance reporting, increase transparency and demonstrate national accomplishments of the WSFR-administered financial assistance programs. TRACS formatted objectives consist of four components: Approach, Strategy, Objective, and Activity. The end result is an objective that is specific, measurable, time-bound, and clearly defines what you want to achieve.

See the Matrix and Fact Sheets on the WSFR Training Portal (TRACS Training menu > [Job Aids and Resources](#) page):

1. **Objective 1 Title** (e.g., Conduct 5 Leadership Training to 35 States’ technical staff by December 31<sup>st</sup>, 2022). Objectives state the project’s desired outcomes and are meant to be realistic targets or benchmarks that, if achieved, will resolve the need. Refer to the TRACS Performance Matrix and related tools for the best practice format for each objective title.

2. Select the **Standard Strategy** for this objective (pick one): A strategy is a high-level category used to define the type of work. Each Strategy has one or more standard objectives, a target date, and one or more activity tags that further define the objective. For some activities, the system asks for the target species or target habitat type(s), real property, and/or facilities information.

- Coordination and Administration ←
- Direct Habitat and Species Management ←
- Environmental Review
- Facilities/Areas Construction, Renovation, or Acquisition
- Facilities/Areas O&M
- Outreach and Communications ←
- Planning
- Research, Survey, Data Collection, and Analysis ←
- Stakeholder Involvement ←
- Technical Assistance ←
- Training and Education ←

3. Select the Standard Objective by Strategy: Select a predefined Objective from the drop-down list based on your chosen strategy.

4. Target Date: The target date is the deadline when you plan to complete this objective and must match the grant end date or be within the overall grant start and end dates. The target date usually matches the grant end date.

## TRACS Performance Matrix Version 19

The Performance Matrix corresponds to Defined Strategies and Standard Objectives. For each Standard Objective, a TRACS user is required to select at least one Activity Tag 1 and provide the corresponding unit of measurement. More than one Activity Tag 1 may be identified per strategy. One or more Activity Tag 2 is required if present but does not require a unit of measurement (with the exception of recreational boating facilities for the strategy of "Construction, Renovation or Acquisition"). Activity Tag 2 data is from State-based organizations (SOBA, AREA, IHEA) that have requested that certain information be collected in TRACS specific to their organizations interests. Additional Info indicates those activities where a real property or facilities information is required and/or where target species and/or habitat is required and needs to be identified.

For additional resources (Standard Project Statements, Strategy Fact Sheets, Templates, and Guidance FAQs) visit:

<https://wsfrtraining.fws.gov/mod/page/view.php?id=216&forceview=1>

STRATEGY/Standard Objectives	Activity Tag 1 (Required)	Unit of Measurement	Activity Tag 2 (When Required)	Additional Info in Project Statement (When Required)	Additional Info in Performance Report (When Required)	Descriptions and Examples
<b>COORDINATION AND ADMINISTRATION</b>						The Coordination and Administration Strategy in TRACS is only for Coordination and Administration Grants and/or Projects. While activities undertaken in the other strategies are likely to include administration and coordination tasks, they do not need to be reported in TRACS as they are implied in those other activities.
Administer XX projects under a grant(s) that includes coordination/administration by XXXX.						Coordination and administration of a project(s) that is identified in a WSFR funded grant(s) (e.g., acquisition of goods and services, human resources tasks, environmental compliance, monitoring progress of grant proposal and reporting processes) necessary for effective agency operations, project management, compliance, or monitoring.
	Project coordination and administrative support, compliance, and monitoring	# of projects	NONE	NONE	NONE	Coordination and administration of a project(s) that is identified in a WSFR funded grant(s) (e.g., acquisition of goods and services, human resources tasks, environmental compliance, monitoring progress of grant proposal and reporting processes) necessary for effective agency operations, project management, compliance, or monitoring. Note: This objective does not include day-to-day grant administration activities.
<b>DIRECT HABITAT AND SPECIES MANAGEMENT</b>						Creation, enhancement, restoration or maintenance of habitat or biological processes for the benefit of fish, wildlife, their habitats and/or recreational users; Game and non-game species management. Note: Species Reintroduction and Species Stocking have their own strategies.
Directly restore, enhance, remove, create or manage XX structures by XXXX.						Creation, maintenance, or removal of natural or man-made structures for the benefit of fish, wildlife, their habitats and/or recreational users.
	Terrestrial wildlife habitat structures	# of structures	NONE	Identify target species and habitat type(s)	NONE	Structures to benefit terrestrial wildlife, their habitats and/or recreational users. Includes Exclusion structures.
	Freshwater fish and wildlife habitat structures	# of structures	NONE	Identify target species and habitat type(s)	NONE	Structures to benefit freshwater fish, wildlife, their habitats and/or recreational users. Excludes fish passage and screening facilities. See activity tags under the Facilities objective.
	Marine/estuary fish and wildlife habitat structures	# of structures	NONE	Identify target species and habitat type(s)	NONE	Structures to benefit marine/estuary fish, wildlife, their habitats and/or recreational users, including breakwaters, artificial reefs, etc.
	Hazard or infrastructure removal	# of structures	NONE	Identify target species and habitat type(s)	NONE	Removal of hazards or infrastructure to benefit fish, wildlife, their habitats and/or recreational users. Includes road decommissioning. Excludes aquatic barriers covered above.
Directly restore, enhance, create or manage XX acres by XXXX.						Creation, restoration, enhancement or management of habitat for the benefit of fish, wildlife and/or recreational users.

<https://wsfrtraining.fws.gov/mod/page/view.php?id=216&forceview=1>

# Objectives



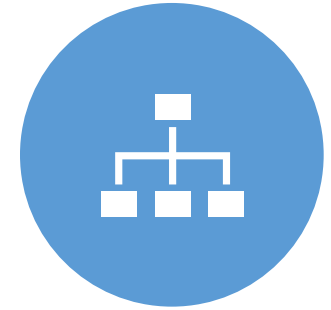
RESEARCH, SURVEY, DATA  
COLLECTION, & ANALYSIS



OUTREACH &  
COMMUNICATION



STAKEHOLDER  
INVOLVEMENT



COORDINATION &  
ADMINISTRATION

8. List **Target Species and/or Habitat Types** (if applicable): Some activities have additional requirements, such as identifying target species and habitat(s). For more information on how to enter species and habitat(s), see “Course 5: Species and Habitat”.

9. **Approach Narrative:** The approach describes the specific methods necessary to accomplish the objective. The approach answers the question of “how” the objective will be accomplished by describing the actual work that will be done. This approach should include adequate detail to demonstrate sound design, appropriate procedures, and accepted fish and wildlife conservation, ten management or research principles. *A separate approach is required for each objective in TRACS (and encompasses all activities within that objective).*

**Fill out Section III: Objectives and the associated questions for each additional objective (copy and paste the objectives section again here, as many times as needed to capture each objective).**



# Approach

- Robust description of methods
- Actions to resolve need
- Sound research practices
- Compliance determinations

## IV. Results & Benefits

Describe the deliverables, including the evaluation results, how the results will be disseminated to the intended users, and the benefits of each deliverable. As best as possible, the benefits should be expressed in measurable outcomes when possible (i.e., the number of participants likely to continue the learned outdoor activity and purchase licenses in the future).

- Proposals should address in specific detail how grant products/materials/programs will be used, by whom, and the initial and continuing benefits beyond the life of the grant.
- Clearly describe the anticipated, extended use/life of the project's results/products / services after the project is completed and how this extended use/life will be accomplished.

## V. Budget Narrative

**Budget Narrative:** Applicants must include a budget narrative describing and justifies requested items and costs. For personnel salary costs, estimates were generally determined by identifying what type of staff will support the project and how much time they will contribute to the project (% , in hours or workdays).

Describe any item of the cost that requires prior approval under the Federal cost principles, including any anticipated sub-awarding, transferring, or contracting out of any work under the award. See 2 CFR 200.407 "Prior written approval (prior approval)" for more information.

# Results & Benefits

- Expected outcomes
- Need resolved
- Objectives completed





## IV. Results & Benefits

Describe the deliverables, including the evaluation results, how the results will be disseminated to the intended users, and the benefits of each deliverable. As best as possible, the benefits should be expressed in measurable outcomes when possible (i.e., the number of participants likely to continue the learned outdoor activity and purchase licenses in the future).

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# Allowable Costs

2 CFR  
200.403



# Budget Information

2 CFR 200.1

- Budget means *The financial plan for the Federal award that the Federal awarding agency... approves during the Federal award process...*

## MSCGP Budget Requirements

- AFWA Budget Template (optional)
- OMB Form: SF 424A
- Cost category breakdown

6. Object Class Categories	(1)	(2)
	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	
a. Personnel	\$ <input style="width: 80%;" type="text"/>	\$
b. Fringe Benefits	<input style="width: 80%;" type="text"/>	
c. Travel	<input style="width: 80%;" type="text"/>	
d. Equipment	<input style="width: 80%;" type="text"/>	
e. Supplies	<input style="width: 80%;" type="text"/>	
f. Contractual	<input style="width: 80%;" type="text"/>	
g. Construction	<input style="width: 80%;" type="text"/>	
h. Other	<input style="width: 80%;" type="text"/>	
i. Total Direct Charges (sum of 6a-6h)	<input style="width: 80%;" type="text"/>	
j. Indirect Charges	<input style="width: 80%;" type="text"/>	
k. TOTALS (sum of 6i and 6j)	\$ <input style="width: 80%;" type="text"/>	\$
7. Program Income	\$ <input style="width: 80%;" type="text"/>	\$

Autf

# Budget Categories & Budget Narrative

- Provide cost estimates by project and subaccount program with additional information to show the project is cost effective.
- Provide a justification for each budget category (i.e., *brief general description of the costs to demonstrate a financial plan for the objectives*).
- Connect and explain the relationship between objectives, approach, and budget categories.

# Budget Categories

- Personnel
  - Salary/wages of employees performing work on the proposed project.
    - 2 CFR 200.430: Compensation – personal services.
- Fringe
  - Funds for fringe benefits of employees performing work on the proposed project.
    - 2 CFR 200.431: Compensation – fringe benefits.



# Budget Categories

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- Travel
  - Funds for travel costs of employees working on the proposed project.
    - 2 CFR 200.475: Travel costs.





# Budget Categories

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- Equipment (2 CFR 200.313)
  - Funds for equipment acquisition or depreciation needed for the proposed project.
    - 2 CFR 200.436: Depreciation
    - 2 CFR 200.439: Equipment and other capital expenditures
- Supplies
  - Funds for the acquisition of supplies needed for the proposed project.
    - 2 CFR 200.314: Supplies



# Budget Categories

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- Contractual
  - Funds for contractual costs needed for the proposed project. Contracts are defined as the legal instrument by which the applicant purchases/obtains property or services necessary for the Federal award.
- Construction
  - Funds for construction and other capital expenditures
    - Historically, not funded under MSCGP awards





# Budget Categories

- Other
  - Funds for all other direct costs
    - Subawards, rental costs, printing, conference costs, training, participant support costs, etc.
- Indirect
  - Indirect costs: Costs incurred for a common or joint purpose benefitting more than one cost objective and not readily assignable to a single cost objective.
  - Applicants must have an approved NICRA to charge indirect costs to award.

# Budget Totals

Applicants must provide a budget total from cost categories



Applicants must also indicate the funding source requested:

Sport Fish Restoration  
Funds

Traditional Wildlife  
Restoration Funds

R3 Wildlife Restoration  
Funds

# Proposal and Budget Review

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1. Does proposed budget comply with program matching requirements or statutory limitations?
2. Are budget figures calculated correctly?
3. Do proposed costs seem necessary and reasonable for the planned project?
4. Does the budget or application identify any obviously unallowable costs?
5. Does application or budget include:
  - Program income
  - Pre-award costs
  - Costs that require prior written approval
  - Indirect costs
  - 3<sup>rd</sup> Party In-Kind Match Contributions



## Review Process

- ✓ Preliminary Review by AFWA staff:
  - ✓ Eligibility
  - ✓ Compliance
- ✓ Assign to Technical Review Teams for review and scoring using the technical scoring criteria: Conservation and Science, Engagement, Coordination, and AFWA priorities (Executive Committee Members)
  - ✓ 12-18 members for each team
  - ✓ AFWA Committees Members
  - ✓ States, industry, NGOs, federal agencies, universities, and other partners
- ✓ WSFR assigned reviewer (no scoring)
  - ✓ Eligibility
  - ✓ Compliance
- ✓ Each Review Team meets to discuss scoring and rank the applications
- ✓ A Draft List of Applications and a summary is sent to National Grants Committee for Review



# 2024 MSCGP Ranking Criteria

## 8 Ranking Criteria:

- Impact: Effective deliverables that address strategic priority.
- Project Objectives: Utilize TRACS format and define desired achievement.
- Methods: Reliable approach used to accomplish objectives.
- Life of Deliverables: Long-term and sustainable impacts can be quantified.
- Monitoring & Evaluation: Articulated process to document project success.
- Project Cost: Proposed costs are reasonable.
- Guidelines: Applicant followed guidelines outlined in the announcement.
- Open-Ended Questions: Project overlap or requires changes or improvements.

# Applicant Statements – For GS Only

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Full applications must include the following additional elements:

- Project Abstract
- Certification Regarding Hunting, Trapping, Fishing, Recreational Shooting
- Single Audit Reporting Statement
- Indirect Cost Statement
- Overlap/Duplication Statement

## Requirements for Full Grant Proposal:

- SAM registration
- UEI
- GrantSolutions
- ASAP Registration
- TRACS

Required after August 15<sup>th</sup> if notified of selection.

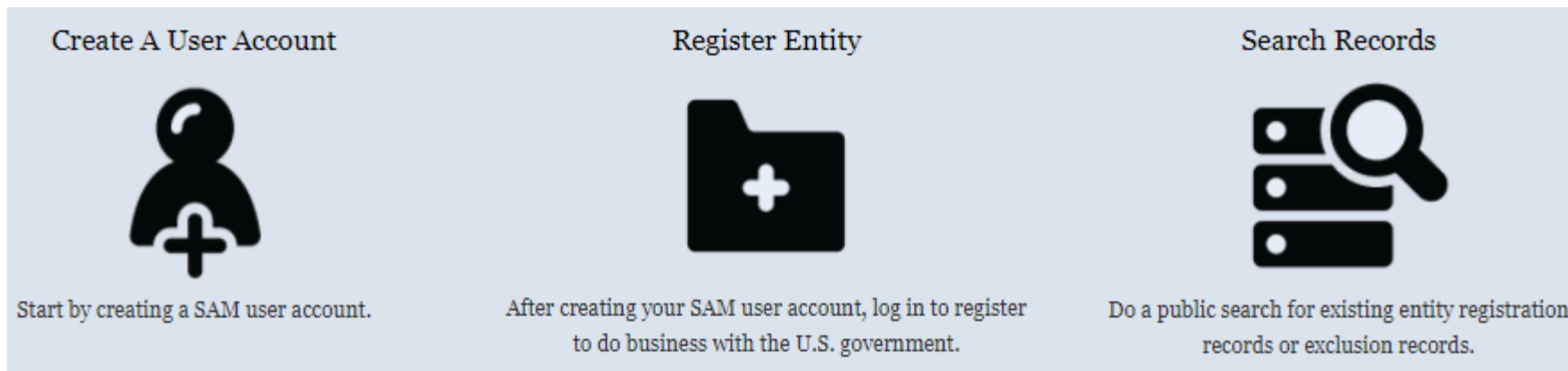
- Prepare to quickly satisfy these requirements
- Delays in processing may impact your Full Proposal



# SAM.gov Registration Requirement

System for Award Management (SAM).

- Federal repository into which applicants/recipients must provide required information to do business with the Federal government.
- Unless waived, you must have, and maintain, an active registration in SAM in order to receive/amend a Federal grant.



Registration is free at  
[www.SAM.gov](http://www.SAM.gov)





# SAM.gov: UEI and General Certifications

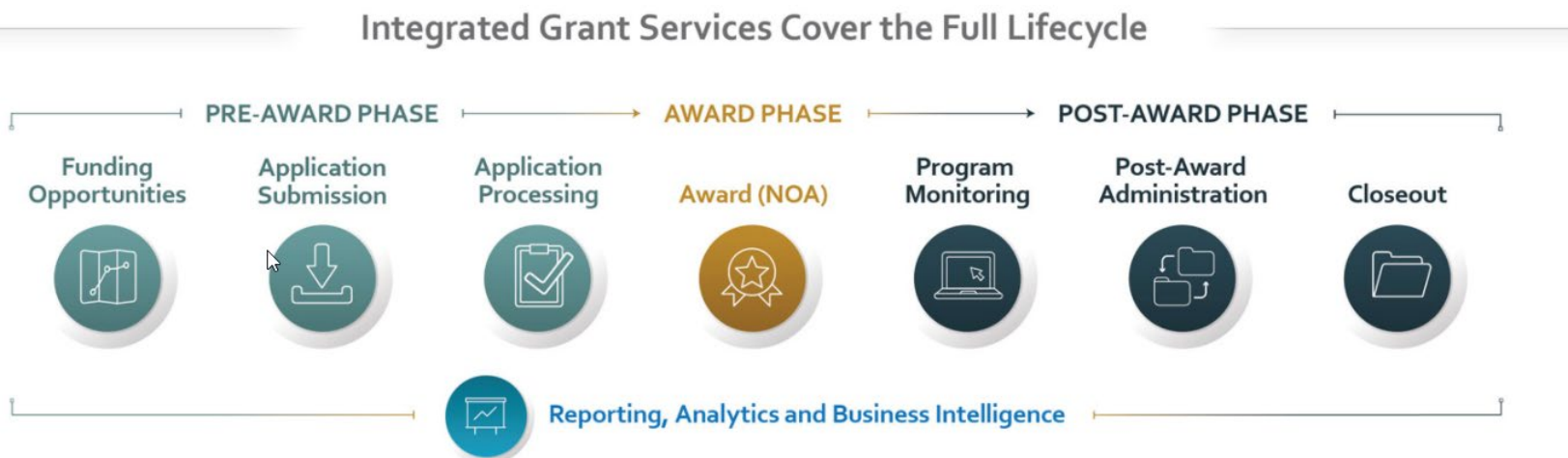
Through SAM.gov Registration, applicants will obtain the following:

- Unique Entity Identifier (UEI):
  - Federal law mandates that entities applying for Federal grants have valid UEI.
  - Unique 9-digit identifier that verifies the existence of a business entity.
  - Note that individuals applying for funds do not need to obtain a UEI.
- Financial Assistance General Certifications and Representations:
  - Replaces SF 424B – assurances certification for non-construction projects.

# Registration in GrantSolutions

DOI mandated that all bureaus use GrantSolutions beginning May 2020.

- Financial assistance software platform that allows Federal agencies to manage grants throughout the entire award life cycle.
- Roll-based system, so recipients decide who in their organization has what roles. [Click here](#) to go to GrantSolutions.



Need to register as a new recipient in GrantSolutions? [Click here](#) to fill out the *Recipient User Account Request Form*.

# Payments under grants

U.S. Treasury's Automated Standard Application for Payments (ASAP).

- Unless waived, recipients must be registered and have a payment method established before Federal funds can be obligated to a grant.



**STEP 1:**

Federal agency & recipient  
both enroll in ASAP.gov



**STEP 2:**

Agency adds money to  
recipient account &  
sets rules for payments




**STEP 3:**

Recipient requests  
payment via ASAP.gov



**STEP 4:**

Approved payments  
can settle as quickly as  
the same day.

 Official website of the United States Government



**ASAP**

Automated Standard Application for Payments

# TRACS Registration & Data Entry



Performance | Inventory | Administrative | User Management

# Welcome to TRACS



## Non-DOI Users

Sign-in with Login.gov



## U.S. Department of the Interior Users

Sign-in with DOI Login (PIV)



## Notice

By logging into this agency computer system, you acknowledge and consent to the monitoring of this system. Evidence of your use, authorized or unauthorized, collected during monitoring may be used for civil, criminal, administrative, or other adverse action. Unauthorized or illegal use may subject you to prosecution.

This computer system, including all related equipment, networks, and network devices (including Internet access), is provided by the Department of the Interior (DOI) in accordance with the agency policy for official use and limited personal use.

All agency computer systems may be monitored for all lawful purposes, including but not limited to, ensuring that use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability and operational security. Any information on this computer system may be examined, recorded, copied and used for authorized purposes at any time.

All information, including personal information, placed or sent over this system may be monitored, and users of this system are reminded that such monitoring does occur. Therefore, there should be no expectation of privacy with respect to use of this system.

# Submission Reminders

Grant proposals **must** be submitted by **June 15, 2023** to:

- AFWA: via their application portal (requires a user account).

<https://afwamscgp.smapply.io/>

- **Submission to GrantSolutions not required at this time!!**

✓ Applicants are encouraged not to wait to the last minute to submit applications.

# Need Assistance?

## AFWA

- Silvana Yaroschuk – [syaroschuk@fishwildlife.org](mailto:syaroschuk@fishwildlife.org)
- John Lord – [jlord@fishwildlife.org](mailto:jlord@fishwildlife.org)

## WSFR

- Tom Decker - [thomas\\_decker@fws.gov](mailto:thomas_decker@fws.gov)
- John Stremple - [john\\_stremple@fws.gov](mailto:john_stremple@fws.gov)
- Lori Bennett - [lori\\_bennett@fws.gov](mailto:lori_bennett@fws.gov)
- Mike Sawyers - [michael\\_sawyers@fws.gov](mailto:michael_sawyers@fws.gov)
- Heidi Nelson - [heidi\\_nelson@fws.gov](mailto:heidi_nelson@fws.gov)
- Ryan Oster - [ryan\\_oster@fws.gov](mailto:ryan_oster@fws.gov)
- Yonah Cohen - [yonah\\_cohen@fws.gov](mailto:yonah_cohen@fws.gov)





## MULTISTATE CONSERVATION GRANT PROGRAM



### MultiState Conservation Grant Program Overview



The Multistate Conservation Grant Program (MSCGP) funds projects that address regional or national-level priorities of state fish and wildlife agencies. It was established in 2000 by the Wildlife and Sport Fish Restoration Programs Improvement Act, which amended the Pittman-Robertson Wildlife Restoration Act and the Dingell Johnson Sport Fish Restoration Act. The Association of Fish and Wildlife Agencies and the U.S. Fish and Wildlife Service (USFWS) cooperatively administer the Multistate Conservation Grant Program. The Association solicits grant proposals and makes its “priority list” recommendations to the USFWS, which can only fund projects from the Association’s list and manages and monitors grant awards. Each year, up to \$6,000,000 is available to fund MSCGP projects.

In addition to the regular annually available funds of \$6,000,000, the President signed the modernizing the Pittman-Robertson Fund for Tomorrow’s Needs Act (Modernizing PR Act) (Public Law (Pub. L.) 116-94) into law on December 20, 2019, as part of the more significant Further Consolidated Appropriations Act, 2020. This law amends the Pittman-Robertson Wildlife Restoration Act (WR Act, 16 U.S.C. 669) to, among other measures, create a new “Modern Multistate Conservation Grant Program (M-MSCGP or as we refer to it, R3 MSCGP).” This will include up to an additional \$5 million annually *beginning with 2020 for Wildlife Restoration eligible grants as defined by the legislation.*

#### Training/webinar recording (External links)

MSCGP Full Grant Proposal Application/budget training (coming soon)

TRACS Training for MSCGP

WSFR MultiState Conservation Grant Program Webinar: TRACS and Financial Reporting (new)

#### Data Dashboard

2001 - Present MSCGP Grants

# MSCGP – AFWA Website

<https://www.fishwildlife.org/afwa-informs/multi-state-conservation-grants-program>

- Resources for Applicants
- Past Program Successes
- Link for Today’s Webinar
- 2024 Application Materials

Any Questions

