Mangrove swamp at sunset in Florida Keys

NCRF Easygrants
Application Walkthrough

www.easygrants.nfwf.org

NATIONAL FISH AND WILDLIFE FOUNDATION

NFWF

How to Apply in Easygrants

2024 NCRF RFP Webpage

https://www.nfwf.org/programs/national-coastal-resilience-fund/national-coastal-resilience-fund-2024-request-proposals

2024 NCRF Tips Sheet

https://www.nfwf.org/sites/default/files/2024-04/tip_sheet.pdf

Problems with Easygrants?

Contact the Helpdesk at

easygrants@nfwf.org
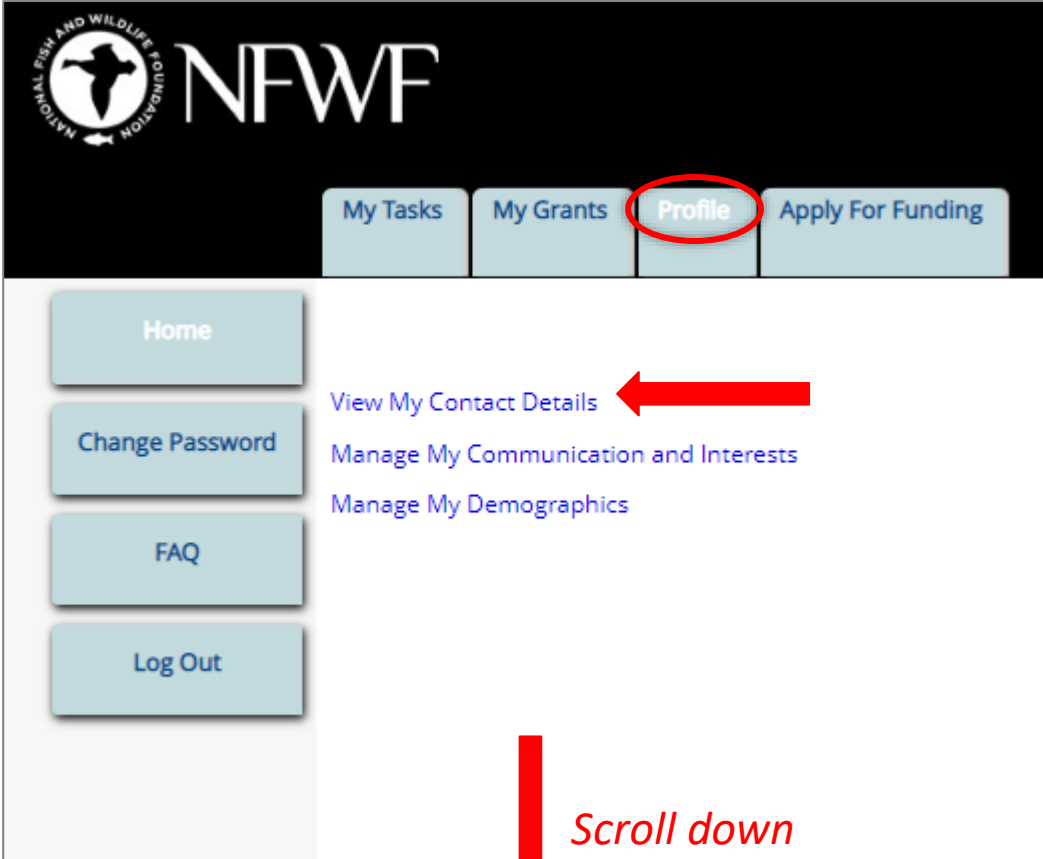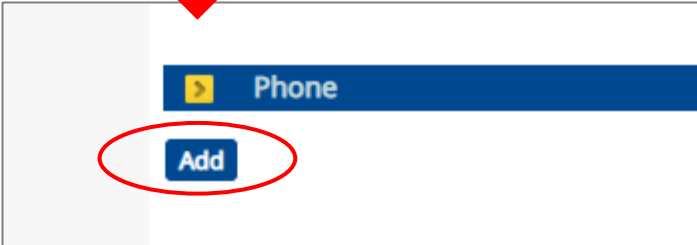
Adding Your Contact Information

Opening Your Full Proposal Task

How to Apply in Easygrants

Organization Information

Tip: Narrow your search. If there are too many matches, not all results will be displayed!

Project Information

Title: Short, descriptive name indicating project purpose. (~100 characters)

Project start and end dates: Start anytime between June 1, 2024 and October 1, 2025. End no later than December 31, 2028. (Note: Restoration and Monitoring projects should include at least 1 year of post construction monitoring within the project's period of performance)

Description: Two sentences about primary project activities, location, outcome/metrics and relevance to conservation. (~300 characters)

- Clearly state the main activity and the method being used
- Address a specific habitat, location or species benefitted
- Include main metrics of outcomes (e.g., acres restored, number of volunteers engaged)

Abstract: More detailed description including location, major activities, outcome/metrics, and partners. (~1,500 characters)

- State what your organization will do
- Provide context and background information
- Explain how the project outcomes will specifically address a resilience challenge

Map

Map your project at the finest scale by any of the three options:

Upload Shapefile

- Select a Zip file(.zip) containing a shapefile(.shp,.dbf,.prj) from your local file system.
- The shapefile must be of POLYGON geometry type.
- The shapefile must not exceed 1 MB.

[Choose File] No file chosen

Select By Geography

Draw a Custom Area

My project area:

[Submit Project Location]

☐ Submitted Project Locations
☐ Pending Project Locations

☐ I confirm that this project has been mapped as accurately as possible

[Save and Continue]

Map – Upload Shapefile

Map your project at the finest scale by any of the three options:
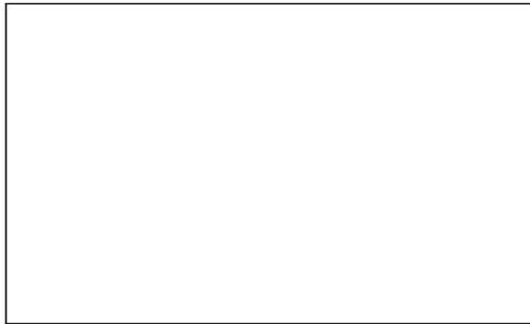
Upload Shapefile

- Select a Zip file(.zip) containing a shapefile(.shp,.dbf,.prj) from your local file system.
- The shapefile must be of POLYGON geometry type.
- The shapefile must not exceed 1 MB.

Choose File   No file chosen

Map – Select by Geography

Map – Draw a Custom Area

Submitting Your Map

Uploads

Required for Restoration Implementation Projects

Required for Projects applying for DOD Funding, Acquisitions, or Equipment

Upload Checklist

Upload Type	Required	Template	File Types Allowed
NCRF Pre and Full Proposal Narrative 2024	Yes	NCRF Pre and Full Proposal Narrative Template 2024	.doc, .docx, .pdf, .rtf
Project Map	No		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx
Letters of Support	No		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx
Conceptual Plans	No		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx
Engineered Plans	No		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx
Photos - Jpeg	Yes		.jpeg, .jpg
Pre-Transaction Real Estate Documents	No		.doc, .docx, .gif, .jpeg, .jpg, .pdf, .png, .rtf, .xls, .xlsx
NCRF Monitoring Metrics and Protocols 2024	No	NCRF Monitoring Metrics and Protocols 2024	.doc, .docx, .pdf, .rtf
Statement of Litigation	Yes	Statement of Litigation	.doc, .docx, .pdf, .rtf
Board of Trustees, Directors, or equivalent	Yes		.doc, .docx, .pdf, .rtf
Applicant Controls Questionnaire (Pre 3.25.24)	Yes	Applicant Controls Questionnaire (Pre 3.25.24)	.doc, .docx, .pdf, .rtf
GAAP audited financial statements	Yes		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx, .xlsx
IRS Form 990	Yes		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx
Single Audit (Formerly A-133 Audit)	Yes		.doc, .docx, .gif, .jpeg, .jpg, .pdf, .rtf, .xls
Indirect Rate Agreement	No		.xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx
Other Documents	No		.doc, .docx, .gif, .jpeg, .jpg, .pdf, .ppt, .pptx, .rtf, .xls, .xlsx
NCRF Full Proposal Special Upload 2024	No	NCRF Full Proposal Special Upload Template 2024	.doc, .docx, .pdf, .rtf

Uploads

Choose Upload Type   + Add files...   ⊙ Start upload   ⊘ Cancel upload

The full list of required uploads for your organization type is available on the NFWF website here:
https://www.nfwf.org/apply-grant/application-information/required-financial-documents

Special Upload

- Special upload required for projects applying for:

  - DOD Funding

  - Equipment Purchases (Defined as items with a unit cost of more than $10,000)

  - Acquisition of land

- Special Upload is maximum of **one page!**

- **For DOD funding** – leave your responses from the pre-proposal stage and expand on your responses per the instructions.

- To make room, you can delete the instructions at the top of page and the bulleted prompts below the headings.

Proposal Narrative

- **You MUST include your pre-proposal responses(Part I) AND your full proposal responses (Part II).**

- You MUST address any specific reviewer feedback in question E of the full proposal narrative

- If you did not select a Project Category at the pre-proposal stage, you MUST do so on the full proposal

- DO NOT exceed 8 pages!

NCRF *FULL PROPOSAL* – Narrative Template

Full Proposals are by Invitation Only.

ONLY complete Part II of this template, if you have received an email from easygrants@nfwf.org inviting you to submit a full proposal.

PART II – SCOPE OF WORK

A. **Methods and Activities:**
- List the main activities that will be implemented through the project with distinct headings, elaborate on the methodologies that will be used and deliverables that will be produced to achieve the project's goals. For each activity, please provide an estimated percentage of the budget that will be dedicated to that activity (e.g., community engagement, 10%; wetland restoration 25%, monitoring 5%).
- Please refer to the RFP and describe how the proposed activities address the program priorities, requested information for the project pipeline category selected, and evaluation criteria (e.g., sustainability and transferability).

B. **Implementation Timeline and Milestones:**
- Provide a detailed project timeline with milestones and expected progress for each activity supported with requested funds and match within the grant period. For *Restoration Implementation* projects, describe the status of final designs and permitting and provide a comprehensive project schedule with dates describing all activities from start of the award, start of construction, to project completion.

C. **Monitoring Project Impact:**
- What additional metrics, if any, will be tracked beyond required NFWF metrics to evaluate success in achieving outcomes.

D. **Project Team & Partners:**
- List the organizations and key personnel that will be primarily responsible for implementing the project and describe their qualifications and track record of success relevant to implementing the work.

E. **Other (Optional):** Provide any further information important for the review of this proposal and that demonstrates how the proposal addresses the evaluation criteria included in the RFP. If you received specific feedback on your pre-proposal, please directly address those comments here.

2

Proposal Narrative Tips

- Proposal narrative walkthrough will be provided during the Full Proposal Applicant Webinar.

  - If unable to attend, a recording of the webinar will be available on the RPF page.

- Proposal must be in Calibri, size 11 font, with 1-inch margins.

- When providing community benefit and engagement demographic data, give percentages NOT percentiles. List of useful tools to collect this data:

  - EPA's EJScreen

  - US Census Data

  - The US Census Quick Facts Page

  - American Community Survey

  - State data sources

American Oystercatcher in central TX

Monitoring Metrics and Protocols (for Restoration Implementation ONLY)

National Coastal Resilience Fund: Project Monitoring Plan Template

Use the following tables to provide information on the monitoring requested by NFWF for the type of restoration work you are proposing, even if the monitoring will be funded by other sources than your NFWF grant. You MUST use the associated appendix table to help you fill out the tables for your project.

Monitoring approaches for Marsh Restoration and/or Living Shorelines
[You must use Appendix A to complete this table]

Marsh Restoration and/or Living Shorelines					
Metric (include units)	Difference to Recommended Methods and Protocols (if any)	Spatial extent of metric monitoring	Baseli ne yr	Frequency/ Timing	Data Limitations/ Considerations
Percent Cover of biomass by species or cover type (% ranging from 0-100)					
Elevation (cm)					
Shoreline Position					
Water level					
Oyster reef restored (acres)[if applicable]					

Monitoring approaches for Beach/Dune Restoration
[You must use Appendix B to complete this table]

Beach and Dune Restoration					
Metric (include units)	Difference from Recommended Methods and Protocols (if any)	Spatial extent of metric monitoring	Baseli ne yr	Frequency/ Timing	Data Limitations/ Considerations
Shoreline position (cm)					
Beach width (cm)					
Elevation (cm)					

Appendix A: Metrics and Methods for Monitoring Marsh/Living Shoreline Restoration

Monitoring Overview: Use permanent transects perpendicular from the shore line with quadrat plots to sample changes in plant community, water encroachment and changes in elevation over time.

General guidelines for using transects and quadrats method:
- These guidelines are relevant for the following metrics: Percent cover of biomass, Elevation, and Shoreline position.
- Initial placement of transects must be random and stratified, and then quadrats are placed along those transects. Be sure to capture the edge.
- Transects should capture the seaward edge of marsh vegetation, capture transition zones in elevation or vegetation, and continue through the upper marsh or approximate MHHW, different elevations, upper elevation, and different regions within the site.
- Use 1 m² plots.
- Use ~25-50 plots, depending on the size of the project.
- Permanent plots are preferred, as they facilitate capturing change over time, and once established they reduce sampling time. However, but be careful when walking across the same areas over time as this can result in visible damage to the restoration. Be sure to avoid walking within the plot area itself.
- If there are unique vegetation zones (i.e. low marsh, high marsh, etc.) it may be valuable to use a stratified random design (where the strata are the vegetation/elevation zones) with randomization occurring within each strata. For example, if there are two zones of relatively equal size and 6 quadrats total, three would be placed at randomly determined locations (along the transect) within each zone. If zones are substantially different in width, it may be worth distributing the sample plots proportionally.
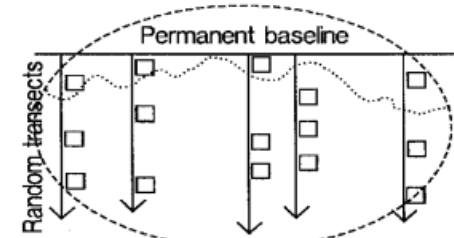
Figure 1: Sketch of random transects and quadrats

Guidelines for estimating Percent Cover of Biomass:
- Identify all plant species found in the quadrat. For each species, estimate and record the total percent cover by category (1-9 according to the NCVS vegetation categories outlined below; Peet et al. 1998). Using the same coverage categories, identify and record the cover of live oyster, live mussels, and wrack.

Cover Range	NCVS category
Solitary/Few/Small	1
0.1-1%	2

Uploads – Applicant Controls Questionnaire

ALL Organizations Are Required to Complete. Regardless of Single Audit Status

Financial Document Uploads Tips

- All financial documents must be from the **SAME** fiscal year and no older than 2 years.
  - **Single Audits can't be older than 1 year and 9 months**
- Exemption letters are required if:
  - Not required to file IRS Form 990
  - Newly incorporated and has not filed IRS Form 990
    - Must provide IRS Tax Exempt Status Determination Letter
  - No Single Audit (did not expend more than $1M of federal funds within the FY)
  - **All exemption letters MUST BE on company signed letterhead, signed with functional title, dated, and provide a reason for the exemption.**
- If no Single Audit, then submit a GAAP audit. If no GAAP audit, then submit financial statements (Balance Sheet/Statement of Position **AND** Income Statement/Statement of Activities)

Organization Type	[1]IRS Form 990 or Electronic Notice (e-Postcard)	EIN or FEIN	Unique Entity Identifier (UEI)	[2]Applicant Controls Questionnaire	[3]Single Audit	GAAP Audit	[4]Balance Sheet AND Income Statement	[6]NICRA or CAP
Nonprofit Organizations	Yes	Yes	Yes	Yes	Yes	Only if no Single Audit	Only if there is no Single Audit or GAAP Audit	Yes, if requesting indirect costs
U.S. Federal Governments	No	Yes	Yes	No	N/A	No	No	Yes, if requesting indirect costs
State, Local & Municipal Governments	No	Yes	Yes	Yes	Yes	Only if no Single Audit	Only if there is no Single Audit or GAAP Audit	Yes, if requesting indirect costs
Tribal Governments	No	Yes	Yes	Yes	Yes	Only if no Single Audit	Only if there is no Single Audit or GAAP Audit	Yes, if requesting indirect costs
For-Profit Corporations	No, Just Memo	Yes	Yes	Yes	Yes	Only if no Single Audit	Only if there is no Single Audit or GAAP Audit	Yes, if requesting indirect costs
International Organizations	N/A	N/A	Yes	Yes	N/A	Yes, provide GAAP audited financial statements equivalent	Only if not included with audited financial statements	Yes, if requesting indirect costs

The full list of required financial documents can be found on our website

Metrics

Entering Metrics

Must Include a Note for EACH Metric!

Budget

- In order to complete a budget for your proposal, you must expand the appropriate categories and provide the information requested.

- If you do not anticipate an expense for a particular category, skip that category- it is not necessary to enter a "0" value in the cost fields.

- Try to anticipate factors that may affect the budget when developing projections and provide an explanation of those factors.

- Matching contributions should not be included in the budget.

➤ Budget		
Expand all		
		Budget
➤	Personnel	$0.00
➤	Travel	$0.00
➤	Equipment	$0.00
➤	Materials and Supplies	$0.00
➤	Contractual Services	$0.00
➤	Other Direct Costs	$0.00
	Total Direct Costs	$0.00
	Total Indirect Costs	$0.00
	Total Costs	$0.00

Budget

Click this symbol to **expand** a budget category to show the applicable subcategory

Click this symbol to **add line items** within a budget subcategory

Personnel

Personnel +

Jackie Smith, Program Director

Budget

$23,365.38

$23,365.38

$23,365.38

Click this symbol to **edit line item** data within a budget subcategory

Click this symbol to **delete line items** within a budget subcategory
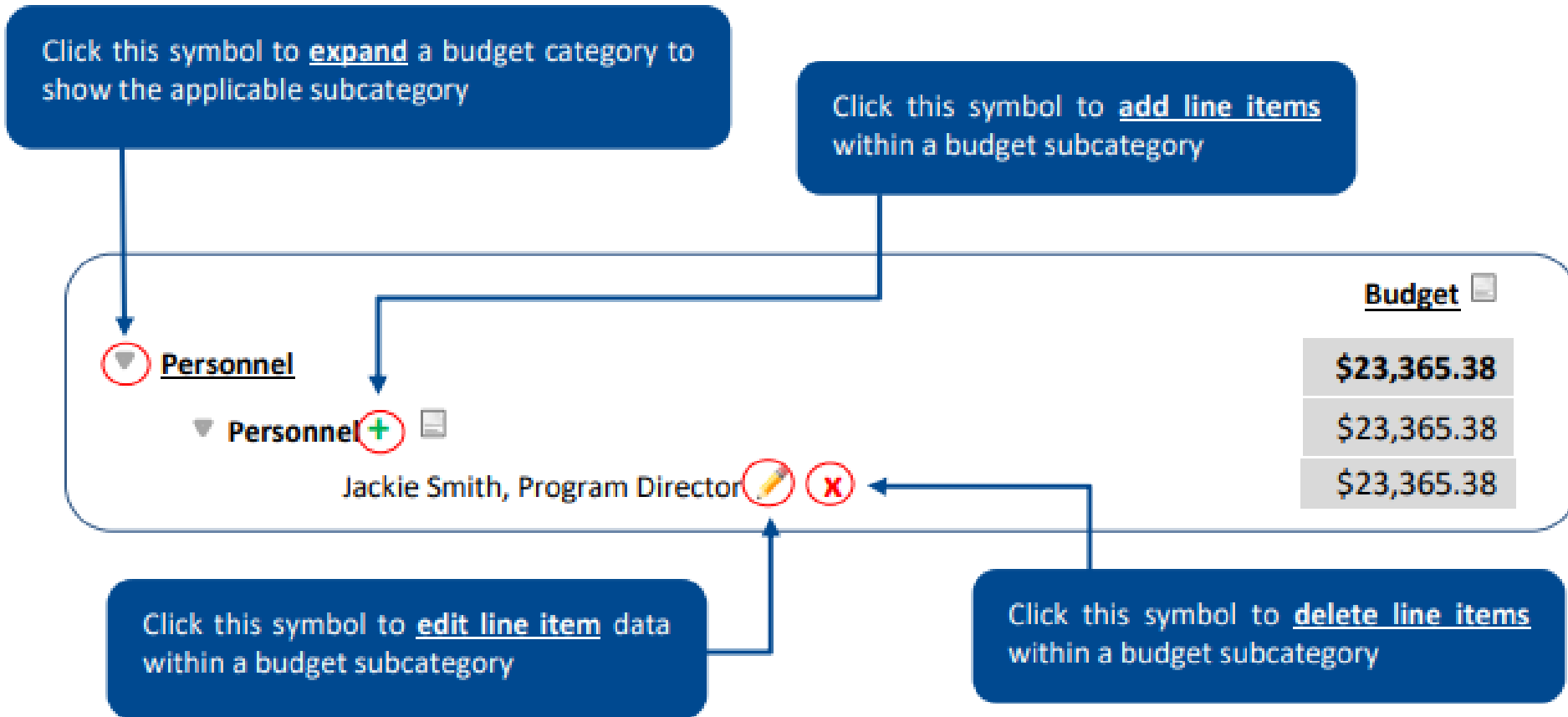
Detailed Budget Instructions: Adding/Editing Narratives

- **Narratives are required for all budgeted categories.**
  - Explain/justify the estimated costs including the unit cost and quantity requested
  - Explain how the costs associated with each line item supports the implementation of the project as outlined in the proposal

- Narratives should be written in such a way that someone not familiar with the project can conceptually understand the **rationale**, **purpose** and **calculation** of the anticipated costs identified by line item.

- Narratives should be concise and describe line items in 1-3 sentences.

Figures without narrative descriptions will be returned to the applicant for further details and clarification.

Click this symbol to add a narrative within a budget subcategory

Budget

Personnel $23,365.38

Personnel + $23,365.38

Next, complete the narrative box as shown below:

Notes

Line Item Budget   Personnel
Budget

Jackie Smith will manage all aspects of the program which includes, surveys of the project site alongside field techs, landowner interviews and follow-ups, and supervision of volunteers during sponsored work days.

Save | Save and Close | Cancel

Detailed Budget Instructions: Personnel

- Identify and itemize each individual employee/staff member of your organization working on the project, their name, and position/job title in individual line items.
  - **Non-employees, consultants or contractors working on the project should be listed separately in the Contractual Services category of the budget.**

- Input annual salary in whole dollars.

- Specify the number of hours they will dedicate to this project in the Project Hours box.

- Enter the fringe rate (if applicable) to be applied to each staff member working on the project.

- Enter a description of the work to be completed by each position budgeted for and how the work of each position will support the purpose and goals of the overall project.

Enter the fringe rate as a percentage instead of its decimal equivalent (i.e. if the rate is 25.9%, enter 25.9 not 0.259) → The fringe total dollar amount will be calculated automatically

Staff Name*	Jackie Smith
Position	Program Director

Apply to Year(s)

	Annual Salary	Project Hours	Hourly Rate	LOE (%)	Project Salary	Fringe (%)	Fringe Amount	Total Personnel
Budget	$72,000	540.00	$34.62	26.00	$18,692.31	25.00	$4,673.08	$23,365.38

Save	Save and Close	Cancel

The level of effort [Maximum: 100% per year] will be calculated automatically based on Project Hours entered for each staff member.

TIPS
- *Each employee listed works for the grantee organization (not a third party or contractor)*
- *Provide gross salary before taxes only*
- *Salary and fringe must be itemized by staff member/line item*

Detailed Budget Instructions: Travel

- Itemize each type of travel requested in the appropriate travel subcategories. Do not combine trips together into a simple lump sum that covers multiple travel types.
  - If travel to multiple locations is required, each destination should have their own line item under each applicable travel subcategory.
  - If the type of travel does not fall within one of the subcategories listed, include that item in the Other Direct Costs category of the budget.
  - **Do not include the travel costs being paid for by subrecipients, contractors or other third parties.**

- Specify the purpose and destination for the travel item, unit type, and the quantity of units requested.

- Budget items using the basis as described next to budget subcategory.

- Briefly describe the purpose of the travel and the assumptions used in estimating the costs of all travel that the applicant is paying for directly.

Lodging – Per Night

Purpose/Destination*   Washington, DC for Kick-Off Meeting and Site Visit in January 2020.

➤ **Apply to Year(s)**

	Unit Cost	Quantity	Total Cost
Budget	$181.00	2	$362.00

| Save | Save and Close | Cancel |

Narrative Sample: Jackie Smith will travel to Washington D.C. to meet with NFWF program staff for project kick-off meeting and planning. Meeting will take place over 3 days, so two nights are budgeted. Costs are estimated based on allowable GSA rates and cursory searches for hotel rooms for one person.

TIPS
- *For Mileage, Lodging, Per Diem, Meals & Incidentals, use GSA.GOV as a guide for allowability and reasonableness.*
- *Provide economy class, round trip airfare rates*
- *If travel destinations have yet to be determined, please indicate so in budget and narrative and explain the basis for cost estimates (previous projects experience, recent searches, etc.)*

Detailed Budget Instructions: Equipment

Equipment is defined as tangible property having a useful life of more than one year and a <u>per-unit</u> acquisition cost of <u>$10,000</u> or more. Items not meeting these criteria should be itemized in the Materials and Supplies category of the budget.

- Itemize each piece of equipment to be purchased for this project in their own line item.

- Identify the item name, the quantity of items budgeted for, and the unit cost for each.

- State the intended purpose of each item as it relates to project goals, and how the estimated costs were determined.

- Equipment costs should only include the costs to purchase new equipment needed to complete the project.

- If available, please upload equipment quote during proposal submission.

Equipment

| Item Name* | Excavation machines |
| Description | Excavation machines for sites in Chesapeake Bay. |

➤ **Apply to Year(s)**

	Quantity	Unit Cost	Total Cost
Budget	2	$10,250	$20,500

| Save | Save and Close | Cancel |

Narrative Sample: Excavation machines are needed during extensive restoration activities that requires the clearing and removal of thick vegetation and land at the three work sites. The equipment will enable us to complete work quickly and efficiently and saves funds by eliminating the need to hire large work crews. Quote and rent vs. buy analysis attached to proposal.

TIPS

- *Existing equipment already owned by the applicant should not be included in this section*

- *Costs for equipment being rented should be included in the Other Direct Costs budget category*

Detailed Budget Instructions: Materials and Supplies

Materials and Supplies are defined as tangible property not meeting the criteria of equipment.

- Itemize each item to be purchased for the project.

- Identify the item name, the purpose as it relates to accomplishing project goals, and the unit of measure being used.

- Specify the quantity and unit cost for each item.

- Briefly describe requested supplies and their intended purpose in relation to project goals.
  - Quantities may be estimated if not known at the time of applications, but provide a basis for this estimate in the narrative.

Materials and Supplies

Item Name*	Native Grass Seed
Purpose	Grassland Restoration
Unit of Measure	Per Bag

➤ **Apply to Year(s)**

	Quantity	Unit Cost	Total Cost
Budget	100	$5.25	$525.00

| Save | Save and Close | Cancel |

Narrative Sample: 100 bags of native grass seed will be purchased as a part of the grassland restoration aspect of the project as a direct benefit to the land, riparian areas, and native species. Costs are estimated based on a previously completed project similar in scope and size.

TIPS
- Routine materials/supplies for your organization's operational needs should not be included here, only those specific to the project
- If exact quantities of supplies has yet to be determined, please still use the quantity function in the budget and indicate estimates are used in narrative. Explain the basis for cost estimates (previous project experience, recent searches based on scope, etc.)

Detailed Budget Instructions: Contractual Services

SUBAWARD	CONTRACT
Transfer of programmatic responsibility to another organization, with measurable performance goals related directly to the primary award	A party is required to deliver a product or service in exchange for compensation

- Select the appropriate agreement type.

- Itemize each contractual services cost budgeted for this project per agreement
  - **Do not lump multiple subwards into one line item.**

- If you have not identified the specific contractor or subrecipient who will be conducting the required work, input "TBD" in the Contractor/Subrecipient Name box.

- For each Subaward or Contract, briefly describe the associated activities, scope of work or services to be provided and how the costs were estimated.

Subcontract/Contract – Per Agreement

Contractor Name*	M.A.P. Consulting
Description	Development of mapping tool for coastal region salmon.

➤ **Apply to Year(s)**

	Total Cost
Budget	$27,542.00

| Save | Save and Close | Cancel |

Narrative Sample: M.A.P. Consulting will be hired to develop a mapping tool for tracking salmon over course of the project. M.A.P. has extensive experience creating similar tools that our organization does not possess to complete this task in-house. Cost based on preliminary quote.

TIPS

- *All cost associated with the Contract or Subaward should be included in the line item including Travel, Materials and Supplies, etc.*
- *NFWF budget approval does not constitute approval of Procurement methods*
- *NFWF expects applicants to follow their internal procurement processes for selecting third parties*

Detailed Budget Instructions: Other Direct Costs

- Itemize any additional costs that do not appropriately fit within any budget category listed above.

- Identify the item name, the purpose as it relates to accomplishing project goals, and the unit of measure being used.

- Specify the quantity and unit cost for each item.

- Enter a brief description of each budgeted cost item explaining the need for each item, how it will further the objectives of the project, and how the cost estimation was determined.

Other Direct Costs

Type*	Event Parking
Purpose	Parking costs for river cleanup
Unit of Measure	Per day

➤ **Apply to Year(s)**

	Quantity	Unit Cost	Total Cost
Budget	1	$17.00	$17.00

Save	Save and Close	Cancel

TIPS

This category should contain items such as equipment rental, conference fees (facility rental, honorariums, and other participant costs) ad hoc services (sampling, waste removal), stipends, printing cost and shipping/mailing fees.

Detailed Budget Instructions: Indirect Costs

Indirect Costs are incurred for a common purpose, benefiting more than one objective project or program, and cannot be easily assignable to the outcome, project or program specifically attaining the related benefits.

- Refer to your organization's NICRA (if applicable) in the "base" section to input the MTDC base in the explanation box.

- If the rate type is De Minimis, the expiration date is not required.

- If you are including indirect costs in your budget request, please provide a narrative description identifying what the indirect request will be supporting.
  - E.g. CEO salary, rent for lab space central to project site, etc.
  - Indirect cost narratives should include a statement of whether the applicant has ever had a NICRA.
  - **Budgets without narrative descriptions for indirect costs may be rejected and/or returned to the applicant for further details and clarification.**

Explanation of Modified Total Direct Cost Base (MTDC)	Total direct salaries, including benefits
NICRA Expiration Date	9/30/2020
Rate Type*	Provisional

➤ **Apply to Year(s)**

	Modified Total Direct Costs	Indirect Cost Rate (%)	Total Cost
Budget	$23,365.38	25.40	$5,841.35

Save	Save and Close	Cancel

Enter the Indirect Cost rate as a percentage instead of its decimal equivalent (i.e. if the rate is 25.4%, enter 25.4 not 0.254).

Note: The federal government has determined that a de minimis 15% indirect rate is an acceptable minimum for organizations without a NICRA, as such NFWF reserves the right to scrutinize ALL proposals with indirect rates above 15% for cost-effectiveness.

Please refer to NFWF's Indirect Costs Policy for clarification on the allowability and application of Indirect Costs.

Detailed Budget Instructions

- The final expanded budget will appear as follows, showing the budget details.

- For further questions, contact Program Staff listed on the RFP.

Budget		
Collapse all		
		Budget ☐
➢ **Personnel**		**$23,365.38**
	Personnel	$23,365.38
	Jackie Smith, Program Manager	$23,365.38
➢ **Travel**		**$512.00**
	Domestic Airfare	$0.00
	International Airfare	$0.00
	Train- Per Ticket	$150.00
	Two Round Trip Tickets to Project Site	$150.00
	Rental Car- Per Day	$0.00
	Taxis – Per Trip	$0.00
	Mileage – Per Mile	$0.00
	Gasoline – Per Gallon	$0.00
	Per Diem (M&IE)	$0.00
	Lodging – Per Night	$362.00
	Washington, DC hotel for Kick Off & site visit	$375.00
	Meals (No M&IE) – Per Meal	$0.00
➢ **Equipment**		**$20,500.00**
	Equipment	$20,500.00
	Excavation Machine	$20,500.00
➢ **Materials and Supplies**		**$525.00**
	Materials and Supplies	$525.00
	Native Grass Seed	$525.00
➢ **Contractual Services**		**$60,042.00**
	Contract – Per Agreement	$27,542.00
	M.A.P. Consulting	$27,542.00
	Subaward – Per Agreement	$32,500.00
	ACME International, River Cleanup	$32,500.00
➢ **Other Direct Costs**		**$17.00**
	Other Direct Costs	$17.00
	River cleanup event parking.	$17.00
➢ **Indirect Costs**		**$5,841.34**
	Indirect Costs	$5,841.34
	Salaries & Benefits, 9/30/20, Provisional	$5,841.34
Total Direct Costs		**$104,961.38**
Total Indirect Costs		**$5,841.34**
Total Costs		**$110,802.72**

Matching Contributions

Permits and Approvals

Review and Submit

- Make sure to click the blue **"Submit"** button to submit your proposal.

- If correctly submitted, you will receive a confirmation e-mail and the task will disappear from your homepage.

Incomplete

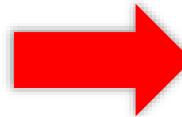**Complete - Ready to Submit**