



Speaker Won Pat <speaker@judiwonpat.com>

Messages and Communications--- BSP Grant Application

1 message

Speaker Won Pat <speaker@judiwonpat.com>

Tue, Apr 16, 2013 at 3:21 PM

To: Guam Legislature Clerks Office <clerks@guamlegislature.org>

4/16/2013 4/16/2013

Guam State Clearing House

Bureau of Statistics and Plans, Planning Information Program Division, federal grant application submitted for intergovernmental review; the Guam State Clearinghouse (GSC) has received a federal grant application from the Bureau of Statistics and Plans, Planning Information Program Division. The GSC has accepted the application, assigned a State Application Identifier (SAI) number 90004131016Y, and has initiated the process for intergovernmental review. \*\*\*E-MAILED\*\*\*

32-13-294

----- Forwarded message -----

From: Aaron Unpingco <aaron.unpingco@guam.gov>

Date: Tue, Apr 16, 2013 at 3:03 PM

Subject: BSP Grant Application

To: Speaker Won Pat <speaker@judiwonpat.com>

Office of the Speaker  
Judith T. Won Pat, Ed. D.  
Date 4/16/13  
Time 3:20 PM  
Reached by [signature]

Hafa Adai Speaker Won Pat,

Attached for you is a notice letter and grant application from the Bureau of Statistics and Plans. If you have any questions regarding the grant application please feel free to contact to me. Thank you.

Sincerely,

Aaron Unpingco

Staff Assistant

Office of Lt. Governor Ray Tenorio

Ricardo J. Bordallo Governor's Complex

P.O. Box 2950

Hagatña, Guam 96932

Office: (671) 475-9384

Mobile: (671) 777-2658

2013 APR 16 PM 3:28

[signature]

Ufisanan I Etmås Ge'helo'Gi Liheslaturan Guåhan

Office of Speaker Judith T. Won Pat Ed.D.

Kumiten Idukasion yan Laibirihan Publeko

Committee on Education and Public Libraries & Women's Affairs

155 Hesler Place, Suite 201, Hagatna, Guam 96910

(671) 472-3586 Fax: (671) 472-3589

www.guamlegislature.com / speaker@judiwonpat.com

Tel:

2 attachments

Speaker Notice 90004131016Y.pdf  
307K

BSP Grant Application.pdf  
2596K

0001



## GUAM STATE CLEARINGHOUSE

P.O. Box 2950 Hagåtña, Guam 96932

Tel: (671) 475-9380

Website: [www.gsc.guam.gov](http://www.gsc.guam.gov)

Email: [clearinghouse@guam.gov](mailto:clearinghouse@guam.gov)

EDDIE BAZA CALVO

*I Maga'låhen Guahan*

RAYMOND S. TENORIO

*I Segundu Na Maga'låhen Guahan*

Kate G. Baltazar

*Administrator*

April 16, 2013

**Honorable Judith T. Won Pat, Ed.D.**

Speaker

*I Mina'Trentai Unu Na Liheslaturan Guåhan*

155 Hesler Place

Hagåtña, Guåhan 96910

**Ref:** Bureau of Statistics and Plans, Planning Information Program Division, federal grant application submitted for intergovernmental review

*Hafa Adai* Speaker Won Pat:

This communication is to respectfully notify you the Guam State Clearinghouse (GSC) has received a federal grant application from the Bureau of Statistics and Plans, Planning Information Program Division. The GSC has accepted the application, assigned a State Application Identifier (SAI) number 90004131016Y, and has initiated the process for intergovernmental review. Information on the application is provided below:

**CFDA Number:** 11.437

**Grantor:** U.S. Department of Commerce, National Oceanic and Atmospheric Administration

**Grant Title:** Pacific Fisheries Data Program

**Details:** Funds from this grant will be used to pay for the salary and benefits of one (1) full-time employee to sustain fishery data collections and reporting activities. This will ultimately enable BSP to continue developing and evaluating sound fishery management plans for the Western Pacific Region.

**Start Date:** 07/01/2013      **End Date:** 06/30/2016

**Federal Amount:** \$150,000.00

Deadline for comments is **April 30, 2013** and can be sent via email to [clearinghouse@guam.gov](mailto:clearinghouse@guam.gov). This is in an effort to reduce costs associated with the review process while maintaining efficiency. This notice is sent to you as part of the intergovernmental review of this application and may be referred to the appropriate overseeing committee of *I Liheslaturan Guåhan*. The GSC point of contact designated for this application is Aaron Unpingco and can be contacted via e-mail at [aaron.unpingco@guam.gov](mailto:aaron.unpingco@guam.gov). Please convey any instruction to GSC that may be incorporated in the review of this application.

*Dångkolo Na Si Yu'os Ma'åse',*

**Kate G. Baltazar**

Administrator

CC: EPL

Eddie Baza Calvo  
Governor of Guam



**BUREAU OF  
STATISTICS & PLANS**  
SAGAN PLANU SIHA YAN EMFOTMASION



Ray Tenorio  
Lieutenant Governor

Government of Guam  
P.O. Box 2950 Hagåtña, Guam 96932  
Tel: (671) 472-4201/3  
Fax: (671) 477-1812

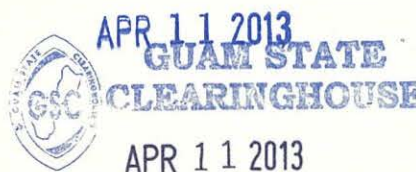
Lorilee T. Crisostomo  
Acting Director

Memorandum

To: Administrator, Guam State Clearinghouse

From: Director, Bureau of Statistics and Plans

Subject: **INTERGOVERNMENTAL REVIEW: PACIFIC FISHERIES DATA PROGRAM COOPERATIVE AGREEMENT GRANT APPLICATION - FY 2013 to FY 2015**



Notice: Receipt of this document  
"DOES NOT" imply that  
all submission requirements  
have been met.

*Hafa Adai!* Submitted for your review and consideration is the multi-year grant application to implement the Cooperative Agreement between the National Marine Fisheries Service and the Bureau of Statistics and Plans to collect and provide fisheries data under the Western Pacific Fishery Information Network (WPacFIN). The Bureau is requesting \$50,000 annually in federal funds for fiscal years 2013 to 2015 for a total of \$150,000, from the National Oceanic and Atmospheric Administration's (NOAA) National Marine Fisheries Service. The local match requirement has been waived.

The National Oceanic and Atmospheric Administration (NOAA) Fisheries issues multi-year awards for those programs identified as having recurrent (annual) awards and have minimal changes in funding levels year-after-year. We respectfully request a concurrent review on this grant application so that we may be able to secure funding for the next three years. Please note that indirect charges have not been identified in the grant proposal. Majority of the funds will be used to cover the personnel salaries and benefits of one (1) full-time employee to sustain fisheries data collection and reporting activities. Applying the indirect cost negotiated rate will jeopardize overall program operations thus negatively impacting the program's ability to fulfill the duties and responsibilities set forth in the project.

Guam continues to participate in this on-going partnership with member agencies to provide fisheries information when, where, and in the quality needed by the National Marine Fisheries Service and the Western Pacific Regional Fishery Management Council. Through this cooperative effort, data collection activities, analysis, processing and meeting reporting requirements will continue to support the program's main objective to develop and evaluate sound fishery management plans for the Western Pacific Region.

If you should have any questions regarding this matter, please do not hesitate to contact me or Ms. Monica Guerrero, Planner IV, at 472-4201/2/3.



LORILEE T. CRISOSTOMO

Attachments



# GUAM STATE CLEARINGHOUSE

P.O. Box 2950 Hagåtña, Guam 96932  
Tel: (671) 475-9380  
Website: www.guamclearinghouse.com  
Email: clearinghouse@guam.gov

EDWARD J.B. CALVO  
I Maga'låhen Guahan

RAYMOND S. TENORIO  
I Segundu Na Maga'låhen Guahan

## Grant Project Application Notice of Intent to Apply for Federal Assistance GSC FORM REVISED 03/21/2012

*Guam State Clearinghouse Use Only*

Date Received: 11 APR 2013  
Received By: AARON UNPINCO  
SAI Number: 90004131016Y

Type of Application  New Grant\*  Continuing Grant\*\*  Supplemental Grant\*\*  Other\*

A.) DUNS Number 778904292

B.) Date

C.) Applicant/Department Name Bureau of Statistics and Plans

D.) Division Planning Information Program

E.) Applicant Address P.O. Box 2950, Hagatna, Guam 96932

F.) Applicant/Department Point of Contact Information

Contact Person Name Ms. Lorilee T. Crisostomo Phone Number (671) 472-4201/2/3

E-mail Address lorilee.crisostomo@bsp.guam.gov

G.) Due Date to Federal Agency April 25, 2013

H.) Federal Funds

a.) Grant \$150,000

b.) Other

I.) Non-Federal, Matching Funds

a.) Local

b.) In-Kind

c.) Other

J.) TOTAL FUNDS \$150,000

K.) CFDA/Federal Program Name 11.437, WPacFIN Coop Agreement Between NOAA Fisheries and Bureau of Statistics and Plans

L.) Federal Agency Name National Oceanic and Atmospheric Administration, U.S. Department of Commerce

M.) Federal Agency Address 1325 East West Highway, SSMC2 Ninth Floor, Silver Spring, MD 20910

N.) For Continuing or Supplemental Grants, Please provide the following information:

a.) Initial Grant Period

b.) Guam State Clearinghouse SAI Number

c.) Grant Year This Application Impacts

O.) Has the Federal Funding Agency been notified?  YES  NO

P.) During which Fiscal Year will this program be implemented? FY 2013 to FY 2015

Q.) If the project requires local funding in addition to the federal funding requested, please specifically identify source and rationale:

[Empty box for local funding source and rationale]

R.) This program is:  Budgeted - Please identify legal budget authority

Non-Budgeted

S.) Will this program require the hiring of additional employees? Is YES, please provide the number of employees (both existing and new) and justification.

YES - Existing  New  NO

[Empty box for justification of hiring]

T.) List Departments and Agencies that would be affected directly or indirectly by this application

Bureau of Statistics and Plans

U.) Please provide a Project Summary with supporting documents if needed.

Cooperative agreement between NOAA Fisheries and the Bureau of Statistics and Plans to collect and provide fisheries data under the Western Pacific Fishery Information Network (WPacFIN). (Please see attached application)

V.) Please answer the following:

- a.) Does this application require an Environmental Impact Study?  YES  NO
- b.) Will this application conflict with any existing law?  YES  NO
- c.) Is enabling legislation required?  YES  NO
- d.) Will the program require a maintenance of effort?  YES  NO
- e.) Are in-kind services allowed for this program?  YES  NO
- f.) Does this program allow an indirect cost rate to be applied?  YES  NO

SUBMITTED AND APPROVED BY:

Printed Name, Position/Title of Authorized Representative Ms. Lorilee T. Crisostomo, Director, Bureau of Statistics and Plans

SIGNATURE

Date

APR 11 2013

Eddie Baza Calvo  
Governor of Guam



**BUREAU OF  
STATISTICS & PLANS**  
SAGAN PLANU SIHA YAN EMFOTMASION



Ray Tenorio  
Lieutenant Governor

Government of Guam  
P.O. Box 2950 Hagåtña, Guam 96932  
Tel: (671) 472-4201/3  
Fax: (671) 477-1812

Lorilee T. Crisostomo  
Director

APR 11 2013

Ms. Julie Whitaker  
Pacific Islands Fisheries Science Center  
National Marine Fisheries Service  
2570 Dole St.  
Honolulu, HI 96822-2396

Ref: Pacific Fisheries Data Program Cooperative Agreement Grant Application  
(FY 2013 to FY 2015)

Hafa Adai Ms. Whitaker:

Enclosed please find the Guam Bureau of Statistics and Plans multi-year project proposal for fiscal years 2013 to 2015 Western Pacific Fisheries Information Network (WPacFIN) Funding. All appropriate application forms accompanying the proposal are enclosed for your review and approval. We hope all is in order and look forward to your favorable consideration and response in this matter.

If you have any questions or concerns regarding the project proposal, please do not hesitate to contact my office or Ms. Monica Guerrero, Planner IV, Bureau of Statistics and Plans at (671) 472-4201/3, facsimile at (671) 477-1812, or email at [monica.guerrero@bsp.guam.gov](mailto:monica.guerrero@bsp.guam.gov).

We look forward to your favorable review and consideration in this matter.

Sincerely,

LORILEE T. CRISOSTOMO  
Director

Enclosures

# NOAA GRANTS MANAGEMENT DIVISION

## GRANTS APPLICATION CHECKLIST

### ITEMS REQUIRED FROM THE APPLICANT:

### ENCLOSED

- |     |   |               |
|-----|---|---------------|
| 1.  | *SF-424, "Application for Federal Assistance"   | ___ <u>XX</u> |
| 2.  | *SF-424A, "Budget Information - Non-Construction Programs"  | ___ <u>XX</u> |
|     | or  |               |
|     | *SF-424C, "Budget Information – Construction Program" (if applicable)   | _____         |
| 3.  | *SF-424B, "Assurances – Non-Construction Programs"  | ___ <u>XX</u> |
|     | or  |               |
|     | *SF-424D, "Assurances – Construction Programs" (if applicable)  | _____         |
| 4.  | Budget with necessary supporting detail, Budget Narrative   | ___ <u>XX</u> |
| 5.  | Curriculum Vitae for each Principal Investigator (Non-Discretionary Programs are exempt)  | _____         |
| 6.  | Audit Information   | ___ <u>XX</u> |
| 7.  | CD-511, "Certifications Regarding Lobbying: Debarment, Suspension and Other Responsibility Matters; and Drug Free Workplace Requirements (Place of Performance must be filled in) and Lobbying" | ___ <u>XX</u> |
| 8.  | SF-LL, "Disclosure of Lobbying Activities" (if applicable);<br>And SF-LL-A, Continuation Sheet (if applicable)  | _____         |
| 9.  | Statement of Work (narrative description of proposed Activity, objectives, and milestones)  | ___ <u>XX</u> |
| 10. | Proof of Status For First Time Eligible Non-Profit and Applications.  | _____         |

NOTE: The following only applies to Construction Projects:

Categorical Exclusion List with supporting Documentation showing compliance with Federal/state Environmental requirements.

Detailed Engineering Report and Construction Plan

\* Original and any revision with original signatures

### NOTES:

While a copy of a current approved Negotiated Indirect Cost Rate Agreement is **NOT** required; however if supplied, it will help to expedite the review of the application.

The following form is to be retained in the Official Grant File of the primary recipient. **DO NOT** submit this form with the application package to NOAA:

CD-512- "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction and Lobbying."

**Application for Federal Assistance SF-424**

**\* 1. Type of Submission:**

- Preapplication  
 Application  
 Changed/Corrected Application

**\* 2. Type of Application:**

- New  
 Continuation  
 Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

Completed by Grants.gov upon submission.

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

Government of Guam Department of Administration

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

98-0018947

**\* c. Organizational DUNS:**

7789042920000

**d. Address:**

**\* Street1:**

513 West Marine Corps Drive

**Street2:**

Ricardo J. Bordallo Governor's Complex

**\* City:**

Hagatna

**County/Parish:**

**\* State:**

GU: Guam

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

96910-4906

**e. Organizational Unit:**

**Department Name:**

Bureau of Statistics and Plans

**Division Name:**

Planning Information Program

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Ms.

**\* First Name:**

Lorilee

**Middle Name:**

Topasna

**\* Last Name:**

Crisostomo

**Suffix:**

**Title:** Director, Bureau of Statistics and Plans

**Organizational Affiliation:**

**\* Telephone Number:**

(671) 472-4201/2/3

**Fax Number:**

(671) 477-1812

**\* Email:**

lorilee.crisostomo@bsp.guam.gov



**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Department of Commerce

**11. Catalog of Federal Domestic Assistance Number:**

11.437

CFDA Title:

Pacific Fisheries Data Program

**\* 12. Funding Opportunity Number:**

NOAA-NMFS-PIFSC-2013-2003713

\* Title:

Western Pacific Fishery Information Network (WPacFIN)

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Island\_of\_Guam.pdf

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Cooperative Agreement between NOAA Fisheries and Guam Bureau of Statistics and Plans to collect & provide fisheries data under the Western Pacific Fishery Information Network.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="150,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="150,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**BUDGET INFORMATION - Non-Construction Programs**

OMB Number: 4040-0006  
Expiration Date: 06/30/2014

**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. WPacFIN (FY 2013)	11-437	\$	\$	\$ 50,000.00	\$	\$ 50,000.00
2. WPacFIN (FY 2014)	11-437			50,000.00		50,000.00
3. WPacFIN (FY 2015)	11-437			50,000.00		50,000.00
4.						
5. Totals		\$	\$	150,000.00	\$	150,000.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) WPacFIN (FY 2013)	(2) WPacFIN (FY 2014)	(3) WPacFIN (FY 2015)	(4)	
<b>a. Personnel</b>	\$ 26,453.00	\$ 27,379.00	\$ 27,379.00	\$	\$ 81,211.00
<b>b. Fringe Benefits</b>	15,605.00	15,843.00	16,000.00		47,448.00
<b>c. Travel</b>					
<b>d. Equipment</b>					
<b>e. Supplies</b>	3,547.00	2,333.00	1,966.00		7,846.00
<b>f. Contractual</b>	3,675.00	3,725.00	3,875.00		11,275.00
<b>g. Construction</b>					
<b>h. Other</b>	720.00	720.00	780.00		2,220.00
<b>i. Total Direct Charges (sum of 6a-6h)</b>	50,000.00	50,000.00	50,000.00		\$ 150,000.00
<b>j. Indirect Charges</b>					\$
<b>k. TOTALS (sum of 6i and 6j)</b>	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$	\$ 150,000.00
<b>7. Program Income</b>	\$	\$	\$	\$	\$

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Standard Form 424A (Rev. 7-97)  
Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS	
8. <input style="width: 95%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	
9. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
10. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
11. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
<b>12. TOTAL (sum of lines 8-11)</b>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input style="width: 80%; text-align: right; value: 50,000.00;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 18,457.00;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 10,514.50;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 10,514.50;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 10,514.00;" type="text"/>
14. Non-Federal	\$ <input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
<b>15. TOTAL (sum of lines 13 and 14)</b>	\$ <input style="width: 80%; text-align: right; value: 50,000.00;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 18,457.00;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 10,514.50;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 10,514.50;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 10,514.00;" type="text"/>
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b)First	(c) Second	(d) Third	(e) Fourth	
16. WPacFIN	\$ <input style="width: 80%; text-align: right; value: 50,000.00;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 50,000.00;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
17. WPacFIN (FY 2014)	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
18. WPacFIN (FY 2015)	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
19. <input style="width: 95%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	
<b>20. TOTAL (sum of lines 16 - 19)</b>	\$ <input style="width: 80%; text-align: right; value: 50,000.00;" type="text"/>	\$ <input style="width: 80%; text-align: right; value: 50,000.00;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: <input style="width: 95%; text-align: right; value: 150,000.00;" type="text"/>	22. Indirect Charges: <input style="width: 95%;" type="text"/>				
23. Remarks: <input style="width: 95%;" type="text"/>					

### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Completed on submission to Grants.gov</p>	<p>* TITLE</p> <p>Director, Bureau of Statistics and Plans</p>
<p>* APPLICANT ORGANIZATION</p> <p>Government of Guam Department of Administration</p>	<p>* DATE SUBMITTED</p> <p>Completed on submission to Grants.gov</p>

Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, 'New Restrictions on Lobbying.' The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.

**LOBBYING**

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

**Statement for Loan Guarantees and Loan Insurance**

The undersigned states, to the best of his or her knowledge and belief, that:

In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure Form to Report Lobbying,' in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

**\* NAME OF APPLICANT**

Government of Guam Department of Administration

**\* AWARD NUMBER**

n/a

**\* PROJECT NAME**

WPacFIN Coop Agreement between NOAA & Bureau of Stats & Plans

**Prefix:**

Ms.

**\* First Name:**

Lorilee

**Middle Name:**

Topasna

**\* Last Name:**

Crisostomo

**Suffix:**

**\* Title:** Director, Bureau of Statistics and Plans

**\* SIGNATURE:**

Completed by Grants.gov upon submission.

**\* DATE:**

Completed by Grants.gov upon submission.



**WESTERN PACIFIC FISHERY INFORMATION NETWORK (WPACFIN)  
COOPERATIVE AGREEMENT BETWEEN THE NOAA FISHERIES AND THE GUAM  
BUREAU OF STATISTICS AND PLANS**

**PROJECT TITLE:** Western Pacific Fishery Information Network Cooperative Agreement Between NOAA Fisheries and the Bureau of Statistics and Plans

**APPLICANT NAME:** Bureau of Statistics and Plans, Government of Guam

**PROGRAM NAME:** Western Pacific Fishery Information Network

**PROJECT PERIOD:** July 1, 2013 to June 30, 2016

**Budget Narrative**

The project will support the coordination of data collection and entry activities under the Pacific Fisheries Data Program with reference to transshipped species offloaded by foreign longliners at Guam's Commercial Port. Fisheries data collection will provide federal and local officials with essential information to effectively manage and sustain Guam's fishery resource.

The project will supplement fisheries data collection and reporting activities conducted under the Interjurisdictional Fisheries Act (IFA) program to provide information to the National Marine Fisheries Service (NMFS) and the Western Pacific Regional Fishery Management Council in support of fisheries management and sustainability.

**A. Budget Information**

**Project Period: July 1, 2013 to June 30, 2014**

**Personnel.** To cover the salary for one Data Control Clerk II at \$12.72 per hour.  
Cost: \$26,453

**Benefits.** To cover government contributions for the retirement fund, life and health insurance. Cost: \$15,605

**Supplies.** Includes computer and office-related equipment, computer supplies, toner cartridges, copier paper, gasoline and other supplies to support program operations and activities. Estimated Purchase Cost: \$3,547 (Toner cartridges at \$1,200, gasoline at \$1,020, office equipment at \$550, computer supplies at \$350, and office supplies at \$427)

**Contractual.** Includes maintenance and repair of computer and office equipment, computer-to-computer telecommunications, automobile maintenance and repair, copier lease. Estimated Purchase Cost: \$3,675 (Automobile maintenance and repair at \$300, copier lease at \$1,735, computer maintenance and repair at \$500, and internet fees at \$1,140).

Other Costs. Facsimile, telephone links and courier services to central WPacFIN office. Estimated Purchase Cost: \$720 (Telephone for 2 lines and facsimile at \$660 and courier services at \$60).

Total Cost: \$50,000

**NOTE:**

**Indirect Cost**

Please note that the indirect charges were not identified in the grant proposal as majority of the funds will be used to cover personnel salaries and benefits of a permanent employee who receives salary increments annually. Applying the indirect cost negotiated rate will negatively impact the program's ability to fulfill the duties and responsibilities set forth in the project.

**Recipient Matching Share**

Guam is exempted from the first \$200,000 of matching on federal grants under the U.S. Congress P.L. 98-454, Section 601b, "An Act to Enhance the Economic Development of Guam, Virgin Islands, American Samoa and the Mariana Islands and for Other Purposes."

**B. Budget Information**

**Project Period: July 1, 2014 to June 30, 2015**

Personnel. To cover the salary for one Data Control Clerk II at \$13.16 per hour  
Cost: \$27,379

Benefits. To cover government contributions for the retirement fund, life and health insurance. Cost: \$15,843

Supplies. Includes computer and office-related equipment, computer supplies, toner cartridges, copier paper, gasoline and other supplies to support program operations and activities. Estimated Purchase Cost: \$2,333

Contractual. Includes maintenance and repair of computer and office equipment, computer-to-computer telecommunications, automobile maintenance and repair, copier lease. Estimated Purchase Cost: \$3,725 (Automobile maintenance and repair at \$350, copier lease at \$1,735, computer maintenance and repair at \$500, and internet fees at \$1,140).

Other Costs. Facsimile, telephone links and courier services to central WPacFIN office. Estimated Purchase Cost: \$720 (Telephone for 2 lines and facsimile at \$660 and courier services at \$60).

Total Cost: \$50,000

**NOTE:**

**Indirect Cost**

Please note that the indirect charges were not identified in the grant proposal as majority of the funds will be used to cover personnel salaries and benefits of a permanent employee who receives salary increments annually. Applying the indirect cost negotiated rate will negatively impact the program's ability to fulfill the duties and responsibilities set forth in the project.

**Recipient Matching Share**

Guam is exempted from the first \$200,000 of matching on federal grants under the U.S. Congress P.L. 98-454, Section 601b, "An Act to Enhance the Economic Development of Guam, Virgin Islands, American Samoa and the Mariana Islands and for Other Purposes."

**C. Budget Information**

**Project Period: July 1, 2015 to June 30, 2016**

Personnel. To cover the salary for one Data Control Clerk II at \$13.16 per hour  
Cost: \$27,379

Benefits. To cover government contributions for the retirement fund, life and health insurance. Cost: \$16,000

Supplies. Includes computer and office-related equipment, computer supplies, toner cartridges, copier paper, gasoline and other supplies to support program operations and activities.  
Estimated Purchase Cost: \$1,966

Contractual. Includes maintenance and repair of computer and office equipment, computer-to-computer telecommunications, automobile maintenance and repair, copier lease. Estimated Purchase Cost: \$3,875 (Automobile maintenance and repair at \$500, copier lease at \$1,735, computer maintenance and repair at \$500, and internet fees at \$1,140).

Other Costs. Facsimile, telephone links and courier services to central WPacFIN office.  
Estimated Purchase Cost: \$780 (Telephone and facsimile at \$720 and courier services at \$60).

Total Cost: \$50,000

**NOTE:**

**Indirect Cost**

Please note that the indirect charges were not identified in the grant proposal as majority of the funds will be used to cover personnel salaries and benefits of a permanent employee who receives salary increments annually. Applying the indirect cost negotiated rate will negatively impact the program's ability to fulfill the duties and responsibilities set forth in the project.

### **Recipient Matching Share**

Guam is exempted from the first \$200,000 of matching on federal grants under the U.S. Congress P.L. 98-454, Section 601b, "An Act to Enhance the Economic Development of Guam, Virgin Islands, American Samoa and the Mariana Islands and for Other Purposes."

**WESTERN PACIFIC FISHERY INFORMATION NETWORK (WPACFIN)  
COOPERATIVE AGREEMENT BETWEEN THE NOAA NMFS AND THE  
GUAM BUREAU OF STATISTICS AND PLANS**

**PROJECT TITLE:** Western Pacific Fishery Information Network Cooperative Agreement Between NOAA National Marine Fisheries Service (NMFS) and the Guam Bureau of Statistics and Plans

**APPLICANT NAME:** Bureau of Statistics and Plans, Government of Guam

**PROGRAM NAME:** Western Pacific Fishery Information Network

**PROJECT PERIOD:** July 1, 2013 to June 30, 2016

**DATE OF SUBMITTAL:** April 11, 2013

**I. PROJECT SUMMARY**

This project provides technical and financial support to the Guam Bureau of Statistics and Plans' Fisheries staff to collect and provide fisheries data under the Western Pacific Fishery Information Network (WPacFIN), as authorized by 16 U.S.C 18 et seq. Guam's participation in this on-going program with other cooperating agencies is necessary to carry out fishery data collection, analysis, and reporting activities that provide information to the National Marine Fisheries Service (NMFS) and the Western Pacific Regional Fishery Management Council (WPRFMC) in support of fisheries management under the Revised Magnuson-Stevens Fishery Conservation and Management Act.

The Guam Bureau of Statistics and Plans (BSP) is the local agency with the responsibility and authority to monitor fishery transshipment activities at Guam's ports of entry and cooperate with agencies in Guam with the expertise and authority to carry out the needed programs in support of NOAA's sustainable fisheries mission and federal and territorial management requirements.

Originally under the Guam Department of Commerce, Guam has participated in the WPacFIN program since 1994, and has established data collection and processing systems that have been enhanced and supported through this project. In 2002, program functions and responsibilities were transferred to the Bureau of Statistics and Plans by Guam Public Law 26-76. This project is cost-effective and beneficial in accomplishing the cooperative fisheries monitoring goals of the Guam Government and the NMFS in support of fisheries management in the region.

**II. Background/Need for Federal Funding**

The Western Pacific Fishery Information Network (WPacFIN) is a cooperative effort of the National Oceanic and Atmospheric Administration (NOAA), NMFS Pacific Islands Fisheries Science Center (PIFSC); the the Western Pacific Regional Fishery Management Council (the Council); and the Council's member states and territories. Under WPacFIN, cooperating agencies carry out fishery data collection, analysis, and reporting programs, and data management system activities in support of fisheries management under the Revised Magnuson-Stevens Fishery Conservation and Management Act.

The participating agencies of WPacFIN include the American Samoa Department of Marine and Wildlife Resources (DMWR); the Commonwealth of the Northern Mariana Islands Department of Lands and Natural Resources, Division of Fish and Wildlife (DFW); the Guam Bureau of Statistics and Plans (BSP) and Guam Department of Agriculture, Division of Aquatic and Wildlife Resources (DAWR); and the Hawaii Department of Land and Natural Resources, Division of Aquatic Resources (DAR); and the NOAA-NMFS PIFSC. WPacFIN collaborating agencies collect and process fisheries data in support of the Council and NMFS fisheries data requirements. The WPacFIN program embodies the general principles of a Federal and State partnership in the collection, processing, analysis, and management of fisheries data and builds upon the long history of cooperation between the agencies.

The operational principles of the WPacFIN program are:

- a) To the extent State agencies will take the lead for operating fishery data collection and management projects in their respective jurisdictions.
- b) To the extent that federal Fisheries Management Plans (FMPs) and associated federal regulations impose additional burdens for data collecting, processing, analyzing and reporting, the Federal government is responsible for covering additional costs.
- c) To the extent possible, the Central WPacFIN staff (NMFS, PIFSC) will work with participating State agencies to upgrade and augment their data collection and management programs to meet FMP-related needs, rather than set up parallel or duplicative federal programs.
- d) To the extent needed for fisheries management, data will be shared among participating agencies, subject to data confidentiality requirements and mutual agreements.

The State agencies already conduct a variety of projects and activities that contribute substantially to the achievement of WPacFIN objectives, using available internal funds and grants. The work under this proposed project, within the limitations of available resources, is intended to augment those existing programs so they can meet federal fisheries management needs. The Statement of Work, which indicates the work planned under this project, should be viewed in the context of overall Cooperative State and Federal data collection, processing, and management efforts. The benefits expected under the proposed project will be maximized only as long as the activities and projects continue as planned.

### **III. Project Goals and Objectives**

The project will continue to support data collection and entry activities under the Pacific Fisheries Data Program regarding transshipped species offloaded by longline vessels at Guam's commercial port. Through the cooperative effort of all member agencies, the overall goal of WPacFIN is to provide fisheries data and information of the quality needed by NMFS and the Council to develop, evaluate, amend, and implement FMPs for the Western Pacific Region. The general objectives to meet this goal include: a) to maintain computer based data processing systems that provide State and Federal fisheries data needed by fisheries managers and associated agencies; b) to provide a means to establish priorities and coordinate plans to improve efficiency, effectiveness, and timeliness of data collection, processing and transmittal to the WPacFIN central office with minimal duplication of effort; and c) to promote development, communication and implementation of system-wide data standards to facilitate collecting, processing, analyzing and reporting data.

## **IV-1. Statement of Work**

**Project Period: July 1, 2013 to June 30, 2014**

### **A. Methods/Approach**

Data collections will be conducted with the assistance of Guam Department of Customs and Quarantine (Maritime Section), from longline vessel agents/shippers utilizing transshipment log sheet forms developed by the former Guam Department of Commerce and packing lists supplied by agents/shippers. These forms will be verified through direct contact with the agent/shipper, or with the shipper's "Export Declaration", "Bill of Lading", "Certificate of Fish Catch", "Certificate of Loading" and/or "Cargo Manifest" forms.

Implement improved vessel identification and quality control procedures by utilizing information contained on the "Notice of Arrival" forms issued by vessel agents. Work with WPacFIN staff on recommendations to improve the vessel database system and convert data to new operating environments as the need for them arises.

Conduct data processing activities (data editing and entry via the BSP, Planning Information Program Division) from longline tuna vessels' offload and transshipment packing list forms.

Provide data feed to the central WPacFIN data base on a quarterly basis in an agreed upon format. Quarterly transfers shall be completed within 45 days of the end of each calendar year quarter and shall include all year-to-date data collected up to the close of the preceding quarters.

Provide semi-annual and final performance reports within 30 days of the end of every six-month period after the project start date, briefly describing the activities undertaken during the period and any problems encountered, and identifying any additional technical support needed from the central WPacFIN staff. The standard Financial Status form (SF-269) shall accompany the Performance Report.

Maintain and operate internet communications capability with the central WPacFIN office to facilitate software enhancement, troubleshooting, and data transmittal.

Collaborate to maintain open lines of direct and efficient communication between the BSP technical staff and the central WPacFIN staff to support day-to-day exchange of technical information and data. This includes operation of the internet communication identified above, as well as use of telephone and FAX capabilities as needed.

Conduct basic time series analysis of the data in response to local, regional and international requests for aggregate reports from data collected under the program.

Participate in technical workshops and training sessions (appropriate BSP staff), including workshops, work sessions, and training programs as mutually agreed to between BSP and WPacFIN Program Manager provided either at PIFSC or on-site at BSP.

Participate on WPacFIN Fisheries Data Coordinating Committee (FDCC) and its Technical Subcommittees.

**B. Milestone Chart/Timeline**

WESTERN PACIFIC FISHERY INFORMATION NETWORK - GUAM TIMELINE													
Major Tasks	Key Staff	Months of Project											
		1	2	3	4	5	6	7	8	9	10	11	12
Data Collection & Processing	DCCII	X	X	X	X	X	X	X	X	X	X	X	X
Scanning of Forms	DCCII	X	X	X	X	X	X	X	X	X	X	X	X
Semi-Annual Report	DCCII, Planner IV, BSP DIR						X						X
Annual Report	DCCII, Planner IV, BSP DIR												X
Data Submission	DCCII	X			X			X			X		
Coordination/Cooperation	DCCII, Planner IV, BSP DIR	X	X	X	X	X	X	X	X	X	X	X	X

Key Staff: Data Control Clerk II (DCCII), Planner IV, Bureau of Statistics and Plans Director (BSP DIR)

**C. Major Products Utilized**

Fisheries data is transmitted to the Secretariat of the Pacific Community for research and analysis purposes affecting fisheries resources and activities in Guam and the Pacific region;

Data is also made available to the Western Pacific Regional Fishery Management Council for program planning and policymaking purposes to ensure sustainability of Guam's fisheries resources.

Transshipment data and statistics are posted on the Western Pacific Fisheries Information Website for general public use and access.

**D. Evaluation of Product Outcomes**

As required under the cooperative agreement, semi-annual and final progress reports must be submitted on a timely basis. In addition, the required databases submitted to the central WPacFIN office determines the program's effectiveness in fulfilling the goals and objectives set forth in the project. Frequent communication and coordination with NMFS staff regarding system upgrades, security, data integrity, and the timely response to inquiries (local, private, federal, and non-governmental organizations), also provide useful measures in evaluating program performance.



## E. Personnel

The Program personnel provide development and administrative support to facilitate the identification, collection, and reporting of fishery transshipment data to meet the goals and objectives of the WPacFIN Program.

Principal Investigator: Ms. Monica J. Guerrero  
Planner IV, Bureau of Statistics and Plans  
P.O. Box 2950  
Hagatna, Guam 96932  
email Address: monica.guerrero@bsp.guam.gov  
Phone: (671) 472-4201/2/3

No.	Position No.	Position Title	Salary	Benefits	Total
1	001	Data Control Clerk II	\$26,453	\$15,605	\$42,058

Position Title: Data Control Clerk II.

Duties and responsibilities:

- Collects and reviews monthly tuna transshipment data, organizes information by date, assigns each form with a control number;
- Enters and scans data forms on tuna transshipment packing and rejected information into a database;
- Performs quality control checks of computerized data entries for accuracy and completeness purposes on a daily basis to ensure there are no duplicates or erroneous entries;
- Verifies by calculating weights tuna transshipment packing and reject lists for accuracy of data transcribed against source materials;
- Coordinates with longline vessel agents to track missing packing lists, reject lists and notice of arrival forms;
- Compiles monthly, quarterly and annual reports through consolidation of information from each data entry work station into a centralized database, and collates data;
- Backs up tuna transshipment database files for archival purposes and for submittal to the PIFSC WPacFIN Central database;
- Prepares and maintains an inventory of tuna transshipment data collected;
- Performs administrative duties and procedures to ensure the delivery and reporting of fisheries information.

**F. Budget Information**

**Project Period: July 1, 2013 to June 30, 2014**

**Year 1**

**Salaries**

Data Control Clerk II at \$12.72 per hour .....\$26,453

**Benefits**

Includes government contributions for retirement fund,  
Life and health insurance .....\$15,605

**Supplies**

Computer and office-related equipment, computer supplies, toner cartridges,  
copier paper, gasoline, and other office supplies to support program  
operations and activities .....\$3,547

**Contractual**

Maintenance and repair of computer and office equipment,  
computer-to-computer telecommunications, automobile  
maintenance and repair, copier lease .....\$3,675

**Other Costs**

Telephone links, facsimile, and courier services  
to Central WPacFIN office .....\$720

**TOTAL** .....\$ 50,000

**NOTE:**

**Indirect Cost**

Please note that the indirect charges were not identified in the grant proposal as majority of the funds will be used to cover personnel salaries and benefits of a permanent employee who receives salary increments annually. Applying the indirect cost negotiated rate will negatively impact the program's ability to fulfill the duties and responsibilities set forth in the project.

**Recipient Matching Share**

Guam is exempted from the first \$200,000 of matching on federal grants under the U.S. Congress P.L. 98-454, Section 601b, "An Act to Enhance the Economic Development of Guam, Virgin Islands, American Samoa and the Mariana Islands and for Other Purposes".

## **IV-2. Statement of Work**

**Project Period: July 1, 2014 to June 30, 2015**

### **A. Methods/Approach**

Data collections will be conducted with the assistance of Guam Department of Customs and Quarantine (Maritime Section), from longline vessel agents/shippers utilizing transshipment log sheet forms developed by the former Guam Department of Commerce and packing lists supplied by agents/shippers. These forms will be verified through direct contact with the agent/shipper, or with the shipper's "Export Declaration", "Bill of Lading", "Certificate of Fish Catch", "Certificate of Loading" and/or "Cargo Manifest" forms.

Implement improved vessel identification and quality control procedures by utilizing information contained on the "Notice of Arrival" forms issued by vessel agents. Work with WPacFIN staff on recommendations to improve the vessel database system and convert data to new operating environments as necessary.

Conduct data processing activities (data editing and entry via the BSP, Planning Information Program Division) from longline tuna vessels' offload and transshipment packing list forms.

Provide data feed to the central WPacFIN data base on a quarterly basis in an agreed upon format. Quarterly transfers shall be completed within 45 days of the end of each calendar year quarter and shall include all year-to-date data collected up to the close of the preceding quarters.

Provide semi-annual and final performance reports within 30 days of the end of every six-month period after the project start date, briefly describing the activities undertaken during the period and any problems encountered, and identifying any additional technical support needed from the central WPacFIN staff. The standard Financial Status form (SF-269) shall accompany the Performance Report.

Maintain and operate internet communications capability with the central WPacFIN office to facilitate software enhancement, troubleshooting, and data transmittal.

Collaborate to maintain open lines of direct and efficient communication between the BSP technical staff and the central WPacFIN staff to support day-to-day exchange of technical information and data. This includes operation of the internet communication identified above, as well as use of telephone and FAX capabilities as needed.

Conduct basic time series analysis of the data in response to local, regional and international requests for aggregate reports from data collected under the program.

Participate in technical workshops and training sessions (appropriate BSP staff), including workshops, work sessions, and training programs as mutually agreed to between BSP and WPacFIN Program Manager provided either at PIFSC or on-site at BSP.

Participate on WPacFIN Fisheries Data Coordinating Committee (FDCC) and its Technical Subcommittees.

**B. Milestone Chart/Timeline**

<b>WESTERN PACIFIC FISHERY INFORMATION NETWORK - GUAM TIMELINE</b>													
<b>Major Tasks</b>	<b>Key Staff</b>	<b>Months of Project</b>											
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
Data Collection & Processing	DCCII	X	X	X	X	X	X	X	X	X	X	X	X
Scanning of Forms	DCCII	X	X	X	X	X	X	X	X	X	X	X	X
Semi-Annual Report	DCCII, Planner IV, BSP DIR						X						X
Annual Report	DCCII, Planner IV, BSP DIR												X
Data Submission	DCCII	X			X			X			X		
Coordination/Cooperation	DCCII, Planner IV, BSP DIR	X	X	X	X	X	X	X	X	X	X	X	X

Key Staff: Data Control Clerk II. (DCCII), Planner IV, Bureau of Statistics and Plans Director (BSP DIR)

**C. Major Products Utilized**

Fisheries data is transmitted to the Secretariat of the Pacific Community for research and analysis purposes affecting fisheries resources and activities in Guam and the Pacific region;

Data is also made available to the Western Pacific Regional Fishery Management Council for program planning and policymaking purposes to ensure sustainability of Guam’s fisheries resources.

Transshipment data and statistics are posted on the Western Pacific Fisheries Information Website for general public use and access.

**D. Evaluation of Product Outcomes**

As required under the cooperative agreement, semi-annual and final progress reports must be submitted on a timely basis. In addition, the required data bases submitted to the central WPacFIN office determines the program’s effectiveness in fulfilling the goals and objectives set forth in the project. Frequent communication and coordination with NMFS staff regarding system upgrades, security, data integrity, and the timely response to inquiries (local, private, federal, and non-governmental organizations), also provide useful measures in evaluating program performance.

**E. Personnel**

The Program personnel provide development and administrative support to facilitate the identification, collection, and reporting of fishery transshipment data to meet the goals and objectives of the WPacFIN Program.

Principal Investigator: Ms. Monica J. Guerrero  
Planner IV, Bureau of Statistics and Plans  
P.O. Box 2950  
Hagatna, Guam 96932  
Email Address: [monica.guerrero@bsp.guam.gov](mailto:monica.guerrero@bsp.guam.gov)  
Phone: (671) 472-4201/2/3

No.	Position No.	Position Title	Salary	Benefits	Total
1	001	Data Control Clerk II	\$27,379	\$15,843	\$43,222

Position Title: Data Control Clerk II.

Duties and responsibilities:

- Collects and reviews monthly tuna transshipment data, organizes information by date, assigns each form with a control number;
- Enters and scans data forms on tuna transshipment packing and rejected information into a database;
- Performs quality control checks of computerized data entries for accuracy and completeness purposes on a daily basis to ensure there are no duplicates or erroneous entries;
- Verifies by calculating weights tuna transshipment packing and reject lists for accuracy of data transcribed against source materials;
- Coordinates with longline vessel agents to track missing packing lists, reject lists and notice of arrival forms;
- Compiles monthly, quarterly and annual reports through consolidation of information from each data entry work station into a centralized database, and collates data;
- Backs up tuna transshipment database files for archival purposes and for submittal to the PIFSC WPacFIN Central database;
- Prepares and maintains an inventory of tuna transshipment data collected;
- Performs administrative duties and procedures to ensure the delivery and reporting of fisheries information.

**F. Budget Information**

**Project Period: July 1, 2014 to June 30, 2015**

**Year 2**

**Salaries**

Data Control Clerk II at \$13.16 per hour.....\$27,379

**Benefits**

Includes government contributions for retirement fund,  
Life and health insurance .....\$15,843

**Supplies**

Computer and office-related equipment, computer supplies, toner cartridges,  
copier paper, gasoline and other office supplies to support program  
operations and activities .....\$2,333

**Contractual**

Maintenance and repair of computer and office equipment,  
computer-to-computer telecommunications, automobile  
maintenance and repair, copier lease .....\$3,725

**Other Costs**

Telephone links, facsimile, and courier  
services to Central WPacFIN office.....\$720

**TOTAL** .....\$ 50,000

**NOTE:**

**Indirect Cost**

Please note that the indirect charges were not identified in the grant proposal as majority of the funds will be used to cover personnel salaries and benefits of a permanent employee who receives salary increments annually. Applying the indirect cost negotiated rate will negatively impact the program's ability to fulfill the duties and responsibilities set forth in the project.

**Recipient Matching Share**

Guam is exempted from the first \$200,000 of matching on federal grants under the U.S. Congress P.L. 98-454, Section 601b, "An Act to Enhance the Economic Development of Guam, Virgin Islands, American Samoa and the Mariana Islands and for Other Purposes".

### **IV-3. Statement of Work**

**Project Period: July 1, 2015 to June 30, 2016**

#### **A. Methods/Approach**

Data collections will be conducted with the assistance of Guam Department of Customs and Quarantine (Maritime Section), from longline vessel agents/shippers utilizing transshipment log sheet forms developed by the former Guam Department of Commerce and packing lists supplied by agents/shippers. These forms will be verified through direct contact with the agent/shipper, or with the shipper's "Export Declaration", "Bill of Lading", "Certificate of Fish Catch", "Certificate of Loading" and/or "Cargo Manifest" forms.

Implement improved vessel identification and quality control procedures by utilizing information contained on the "Notice of Arrival" forms issued by vessel agents. Work with WPacFIN staff on recommendations to improve the vessel database system and convert data to the new operating environments as necessary.

Conduct data processing activities (data editing and entry via the BSP, Planning Information Program Division) from longline tuna vessels' offload and transshipment packing list forms.

Provide data feed to the central WPacFIN data base on a quarterly basis in an agreed upon format. Quarterly transfers shall be completed within 45 days of the end of each calendar year quarter and shall include all year-to-date data collected up to the close of the preceding quarters.

Provide semi-annual and final performance reports within 30 days of the end of every six month period after the project start date, briefly describing the activities undertaken during the period and any problems encountered, and identifying any additional technical support needed from the central WPacFIN staff. The standard Financial Status form (SF-269) shall accompany the Performance Report.

Maintain and operate internet communications capability with the central WPacFIN office to facilitate software enhancement, troubleshooting, and data transmittal.

Collaborate to maintain open lines of direct and efficient communication between the BSP technical staff and the central WPacFIN staff to support day-to-day exchange of technical information and data. This includes operation of the internet communication identified above, as well as use of telephone and FAX capabilities as needed.

Conduct basic time series analysis of the data in response to local, regional and international requests for aggregate reports from data collected under the program.

Participate in technical workshops and training sessions (appropriate BSP staff), including workshops, work sessions, and training programs as mutually agreed to between BSP and WPacFIN Program Manager provided either at PIFSC or on-site at BSP.

Participate on WPacFIN Fisheries Data Coordinating Committee (FDCC) and its Technical Subcommittees.

**B. Milestone Chart/Timeline**

<b>WESTERN PACIFIC FISHERY INFORMATION NETWORK - GUAM TIMELINE</b>													
<b>Major Tasks</b>	<b>Key Staff</b>	<b>Months of Project</b>											
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
Data Collection & Processing	DCCII	X	X	X	X	X	X	X	X	X	X	X	X
Scanning of Forms	DCCII	X	X	X	X	X	X	X	X	X	X	X	X
Semi-Annual Report	DCCII, Planner IV, BSP DIR						X						X
Annual Report	DCCII, Planner IV, BSP DIR												X
Data Submission	DCCII	X			X			X			X		
Coordination/Cooperation	DCCII, Planner IV, BSP DIR	X	X	X	X	X	X	X	X	X	X	X	X

Key Staff: Data Control Clerk II. (DCCII), Planner IV, Bureau of Statistics and Plans Director (BSP DIR)

**C. Major Products Utilized**

Fisheries data is transmitted to the Secretariat of the Pacific Community for research and analysis purposes affecting fisheries resources and activities in Guam and the Pacific region;

Data is also made available to the Western Pacific Regional Fishery Management Council for program planning and policymaking purposes to ensure sustainability of Guam's fisheries resources.

Transshipment data and statistics are posted on the Western Pacific Fisheries Information Website for general public use and access.

**D. Evaluation of Product Outcomes**

As required under the cooperative agreement, semi-annual and final progress reports must be submitted on a timely basis. In addition, the required data bases submitted to the central WPacFIN office determines the program's effectiveness in fulfilling the goals and objectives set forth in the project. Frequent communication and coordination with NMFS staff regarding system upgrades, security, data integrity, and the timely response to inquiries (local, private, federal, and non-governmental organizations), also provide useful measures in evaluating program performance.



## E. Personnel

The Program personnel provide development and administrative support to facilitate the identification, collection, and reporting of fishery transshipment data to meet the goals and objectives of the WPacFIN Program.

Principal Investigator: Ms. Monica J. Guerrero  
Planner IV, Bureau of Statistics and Plans  
P.O. Box 2950  
Hagatna, Guam 96932  
email Address: [monica.guerrero@bsp.guam.gov](mailto:monica.guerrero@bsp.guam.gov)  
Phone: (671) 472-4201/2/3

No.	Position No.	Position Title	Salary	Benefits	Total
1	001	Data Control Clerk.	\$27,379	\$16,000	\$43,379

Position Title: Data Control Clerk II.

Duties and responsibilities:

- Collects and reviews monthly tuna transshipment data, organizes information by date, assigns each form with a control number;
- Enters and scans data forms on tuna transshipment packing and rejected information into a database;
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- Coordinates with longline vessel agents to track missing packing lists, reject lists and notice of arrival forms;
- Compiles monthly, quarterly and annual reports through consolidation of information from each data entry work station into a centralized database, and collates data;
- Backs up tuna transshipment database files for archival purposes and for submittal to the PIFSC WPacFIN Central database;
- Prepares and maintains an inventory of tuna transshipment data collected;
- Performs administrative duties and procedures to ensure the delivery and reporting of fisheries information.

**F. Budget Information**

**Project Period: July 1, 2015 to June 30, 2016**

**Year 3**

**Salaries**

Data Control Clerk II at \$13.16 per hour.....\$27,379

**Benefits**

Includes government contributions for retirement fund,  
Life and health insurance .....\$16,000

**Supplies**

Computer and office-related equipment, computer supplies, toner cartridges,  
copier paper, gasoline, and other office supplies to support program  
operations and activities .....\$1,966

**Contractual**

Maintenance and repair of computer and office equipment,  
computer-to computer telecommunications, automobile  
maintenance and repair, copier lease.....\$3,875

**Other Costs**

Telephone links, facsimile, and courier  
services to Central WPacFIN office.....\$780

**TOTAL** .....\$ 50,000

**NOTE:**

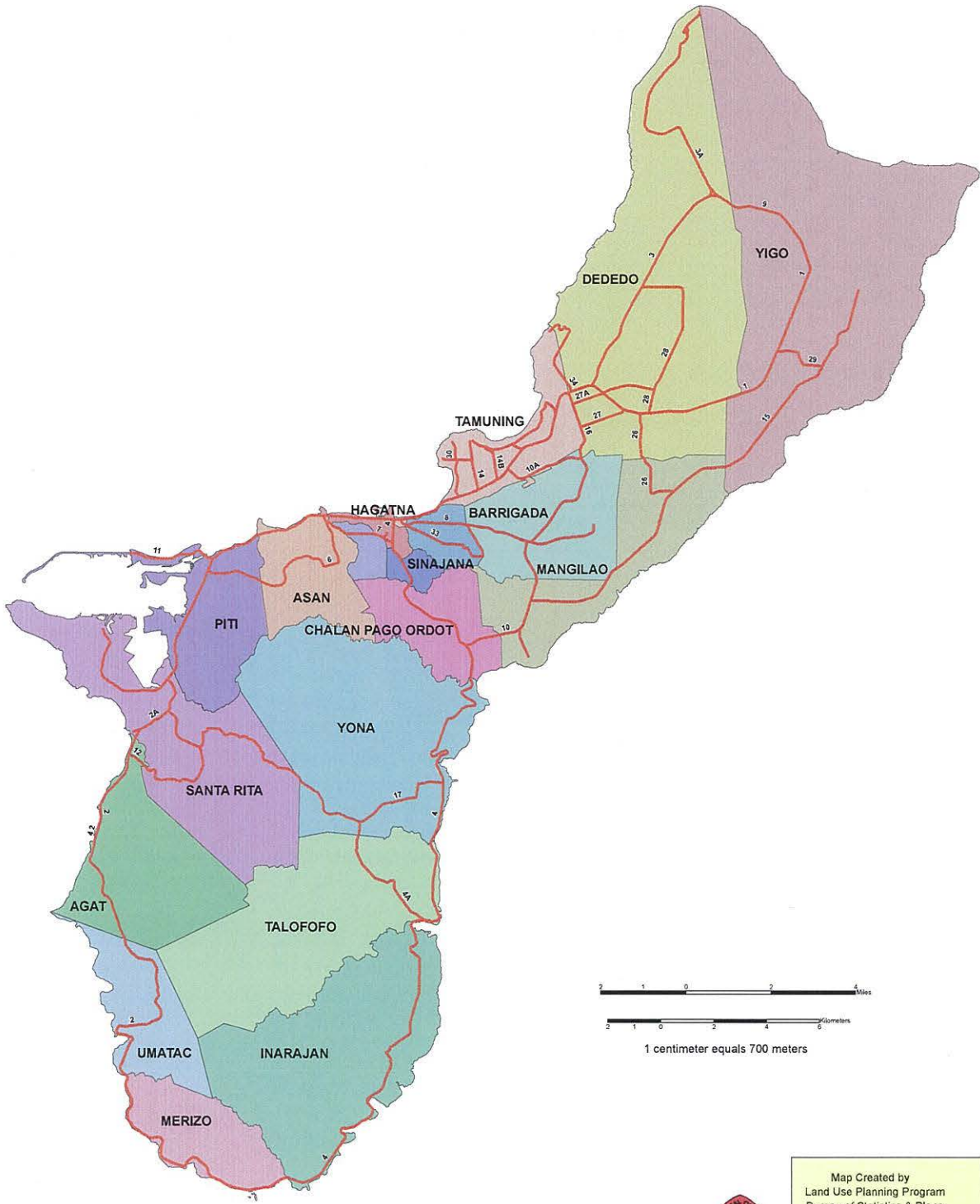
**Indirect Cost**

Please note that the indirect charges were not identified in the grant proposal as majority of the funds will be used to cover personnel salaries and benefits of a permanent employee who receives salary increments annually. Applying the indirect cost negotiated rate will negatively impact the program's ability to fulfill the duties and responsibilities set forth in the project.

**Recipient Matching Share**

Guam is exempted from the first \$200,000 of matching on federal grants under the U.S. Congress P.L. 98-454, Section 601b, "An Act to Enhance the Economic Development of Guam, Virgin Islands, American Samoa and the Mariana Islands and for Other Purposes".

# ISLAND OF GUAM



Map Created by  
Land Use Planning Program  
Bureau of Statistics & Plans  
Office of the Governor  
Government of Guam  
POB 2950 Hagatna, Guam 96932  
Map by Victor Torres, GIS Manager  
Email: victor.torres@bsp.guam.gov  
Ph. 671-472-4201-3  
Note: For Planning Use Only.

**FINANCIAL AUDIT INFORMATION**  
Bureau of Statistics and Plans

Please complete and return with your application:

Date of your organization's last financial audit: September 2011  
(Month & Year)

Period covered by audit: October 1, 2010 – September 30, 2011


No negative findings: Yes  No

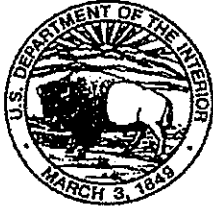
If there were negative findings, explain how they have been resolved (If additional space is Needed, please attach pages):

Next audit scheduled: October 2013 to Present (On-going)

Period to be covered by scheduled audit: FY2012

**DO NOT SEND A COPY OF YOUR FINANCIAL STATEMENT**

  
Lorilee T. Crisostomo, Director 4/10/2013  
Signature/Title/Date



United States Department of the Interior  
NATIONAL BUSINESS CENTER  
Indirect Cost Services  
2180 Harvard Street, Suite 430  
Sacramento, CA 95815



March 13, 2013

Mr. John A. Rios, Director  
Government of Guam  
Bureau of Budget and Management Research  
P.O. Box 2950  
Hagatna, Guam 96932

Dear Mr. Rios:

Enclosed is an original copy of the Indirect Cost Negotiation Agreement for the 12-month periods ending September 30, 2012 and 2013, between the Federal Government and the Government of Guam, Bureau of Budget and Management Research.

Please visit our Web site at [http://www.doi.gov/ibc/services/Indirect\\_Cost\\_Services](http://www.doi.gov/ibc/services/Indirect_Cost_Services) for guidance and updates on submitting indirect cost proposals. In addition, you will find helpful tools such as a completeness checklist, indirect cost and lobbying certificates, sample proposals, Excel worksheet templates, and important links to other Web sites.

Sincerely,

  
Deborah A. Moberly  
Indirect Cost Coordinator

Enclosure

Ref: J:Guam/Ggov001/Issue.ltr

*We want to hear from you! Please let us know how we are doing in meeting your needs by taking a short survey at: <http://www.aqd.nbc.gov/survey>.*

Phone: (916) 566-7111  
Fax: (916) 566-7110



E-mail: [ICS@nbc.gov](mailto:ICS@nbc.gov)  
Internet: <http://www.aqd.nbc.gov/ics>  
Revised 01/31/13

**State And Local Department/Agency  
Indirect Cost Negotiation Agreement**

ETIN: 98-0018947

<b>Organization:</b>  Government of Guam Bureau of Budget and Management Research P.O. Box 2950 Hagatna, Guam 96932	<b>Date:</b> March 13, 2013  <b>Report No(s):</b> 13-A-0544 (12) 13-A-0545 (13)  <b>Filing Ref.:</b> Last Negotiation Agreement dated October 25, 2011
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The indirect cost rates contained herein are for use on grants, contracts, and other agreements with the Federal Government to which 2 CFR 225 (OMB Circular A-87) applies, subject to the limitations in Section II.A. of this agreement. The rates were negotiated by the U.S. Department of the Interior, National Business Center, and the subject organization in accordance with the authority contained in 2 CFR 225.

**Section I: Rates**

Page 1 of 2

Type	Effective Period		Rate*	Locations	Applicable To
	From	To			
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	AHRD
Fixed Carryforward	10/01/11	09/30/12	58.24%	All	Stats/Plans
Fixed Carryforward	10/01/11	09/30/12	18.94%	All	Agr. (PR/DJ)
Fixed Carryforward	10/01/11	09/30/12	25.08%	All	DMHSA
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	Mil Affairs
Fixed Carryforward	10/01/11	09/30/12	25.76%	All	Parks & Rec.
Fixed Carryforward	10/01/11	09/30/12	20.77%	All	DPHSS
Fixed Carryforward	10/01/11	09/30/12	25.40%	All	Public Works
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	DISID
Fixed Carryforward	10/01/11	09/30/12	59.34%	All	Youth Affairs
Fixed Carryforward	10/01/11	09/30/12	0.35%	All	CAHA
Fixed Carryforward	10/01/11	09/30/12	3.59%	All	Energy
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	GEPA
Fixed Carryforward	10/01/11	09/30/12	13.21%	All	Library
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	Governor
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	Child Support
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	Crime Victims
Fixed Carryforward	10/01/11	09/30/12	0.00%	All	DRT
Fixed Carryforward	10/01/11	09/30/12	8.85%	All	Police
Fixed Carryforward	10/01/11	09/30/12	28.62%	All	Labor

Type	Effective Period		Rate*	Locations	Applicable To
	From	To			
Fixed Carryforward	10/01/12	09/30/13	0.00%	All	AHRD
Fixed Carryforward	10/01/12	09/30/13	38.70%	All	Stats/Plans
Fixed Carryforward	10/01/12	09/30/13	9.46%	All	Agr. (PR/DJ)
Fixed Carryforward	10/01/12	09/30/13	30.22%	All	DMHSA
Fixed Carryforward	10/01/12	09/30/13	0.00%	All	Mil Affairs
Fixed Carryforward	10/01/12	09/30/13	21.00%	All	Parks & Rec.
Fixed Carryforward	10/01/12	09/30/13	17.79%	All	DPHSS
Fixed Carryforward	10/01/12	09/30/13	21.67%	All	Public Works
Fixed Carryforward	10/01/12	09/30/13	9.34%	All	DISID
Fixed Carryforward	10/01/12	09/30/13	10.12%	All	Youth Affairs
Fixed Carryforward	10/01/12	09/30/13	0.00%	All	CAHA
Fixed Carryforward	10/01/12	09/30/13	10.28%	All	Energy
Fixed Carryforward	10/01/12	09/30/13	0.00%	All	GEPA
Fixed Carryforward	10/01/12	09/30/13	18.68%	All	Library
Fixed Carryforward	10/01/12	09/30/13	0.00%	All	Governor
Fixed Carryforward	10/01/12	09/30/13	0.00%	All	Child Support
Fixed Carryforward	10/01/12	09/30/13	0.00%	All	Crime Victims
Fixed Carryforward	10/01/12	09/30/13	3.94%	All	DRT
Fixed Carryforward	10/01/12	09/30/13	10.37%	All	Police
Fixed Carryforward	10/01/12	09/30/13	20.31%	All	Labor

\*Base: Total direct salaries and wages, excluding fringe benefits.

Treatment of fringe benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

## Section II: General

A. Limitations: Use of the rates contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rates agreed to herein is predicated upon these conditions: (1) no costs other than those incurred by the subject organization were included in its indirect cost rate proposal, (2) all such costs are the legal obligations of the grantee/contractor, (3) similar types of costs have been accorded consistent treatment, and (4) the same costs that have been treated as indirect costs have not been claimed as direct costs (for example, supplies can be charged directly to a program or activity as long as these costs are not part of the supply costs included in the indirect cost pool for central administration).

B. Audit: All costs (direct and indirect, federal and non-federal) are subject to audit. Adjustments to amounts resulting from audit of the cost allocation plan or indirect cost rate proposal upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.

C. Changes: The rates contained in this agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Changes in organizational structure, or changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rates in this agreement, require the prior approval of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowance.

D. Fixed Carryforward Rate: The fixed carryforward rate is based on an estimate of the costs that will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made to the rate for a future period, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.

E. Agency Notification: Copies of this document may be provided to other federal offices as a means of notifying them of the agreement contained herein.

F. Record Keeping: Organizations must maintain accounting records that demonstrate that each type of cost has been treated consistently either as a direct cost or an indirect cost. Records pertaining to the costs of program administration, such as salaries, travel, and related costs, should be kept on an annual basis.

G. Reimbursement Ceilings: Grantee/contractor program agreements providing for ceilings on indirect cost rates or reimbursement amounts are subject to the ceilings stipulated in the contract or grant agreements. If the ceiling rate is higher than the negotiated rate in Section I of this agreement, the negotiated rate will be used to determine the maximum allowable indirect cost.

H. Use of Other Rates: If any federal programs are reimbursing indirect costs to this grantee/contractor by a measure other than the approved rates in this agreement, the grantee/contractor should credit such costs to the affected programs and the approved rates should be used to identify the maximum amount of indirect cost allocable to these programs.

I. Central Service Costs: Where central service costs are estimated for the calculation of indirect cost rates, adjustments will be made to reflect the difference between provisional and final amounts.

J. Other:

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rates does not mean that an organization can recover more than the actual costs of a particular program or activity.

2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.

3. New indirect cost proposals are necessary to obtain approved indirect cost rates for future fiscal or calendar years. The proposals are due in our office 6 months prior to the beginning of the year to which the proposed rates will apply.

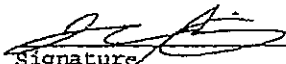


Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

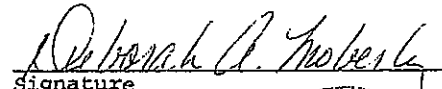
By the State Department/Agency:

By the Cognizant Federal Government Agency:

 /s/  
Signature  
John A. Rios  
Name (Type or Print)

Director, BMR  
Title

MAR 13 2013  
Date

 /s/  
Signature  
Deborah A. Moberly  
Name

Indirect Cost Coordinator  
Indirect Cost Services  
Title

U.S. Department of the Interior  
National Business Center  
Agency  
Date MAR 13 2013  
Negotiated by Marilyn P. Elgar  
Telephone (915) 566-7293