



Speaker Won Pat <speaker@judiwonpat.com>

NOTICE FEDERAL GRANT APPLICATION: BSP SAI#90004161149Y

Speaker Won Pat <speaker@judiwonpat.com>

Tue, May 3, 2016 at 2:42 PM

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

5/3/2016 4/28/2016Guam State Clearing House

Ref: Bureau of Statistics and Plans;
SAI#90004161149Y

33-16-1596

[Quoted text hidden]

Ufisinan I Etmàs Ge'helo 'Gi Liheslaturan Guåhan
Office of Speaker Judith T. Won Pat, Ed.D.
Kumiten Idukasion Tinakhele', Kottura, Laibirihan Pubbleko siha yan Asunton Famalao'an
155 Hesler Place, Suite 201, Hagatna, Guam 96910
Tel: (671) 472-3586 Fax: (671) 472-3589
www.guamlegislature.com / speaker@judiwonpat.com

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2 attachments

BSP 90004161149Y.pdf
1130K

SPKR.pdf
372K

33-16-1596
Office of the Speaker
Judith T. Won Pat, Ed.D.

Date: 5/3/16
Time: 2:42 PM
Received By:

2016 MAY -3 PM 3:57

OFF-PRM

1596



GUAM STATE CLEARINGHOUSE

P.O. Box 2950 Hagåtña, Guam 96932

Tel: (671) 475-9380

Website: www.gsc.guam.gov

Email: clearinghouse@guam.gov

EDDIE BAZA CALVO

I Maga'låhen Guahan

RAY TENORIO

I Segundu Na Maga'låhen Guahan

Kate G. Baltazar

Administrator

April 27, 2016

HONORABLE JUDITH T. WON PAT, ED. D.

Speaker gi I Mina'Trentai Tres Na Liheslaturan Guåhan

155 Hesler Place

Hagåtña, Guåhan 96910

Ref: Bureau of Statistics and Plans; SAI#90004161149Y

Hafa Adai Madam Speaker,

This letter is to respectfully notify you the Guam State Clearinghouse (GSC) has received a federal grant application from the Bureau of Statistics and Plans (BSP). The GSC has accepted the application, assigned the State Application Identifier (SAI) 90004161149Y and has initiated the process for an intergovernmental review. An abstract of the project is provided below.

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

Grant Title/

Project Title: Western Pacific Fishery Information Network/Pacific Fisheries Data Program Cooperative Agreement

Details: In partnership with the National Marine Fisheries Services, BSP is requesting for \$174,000.00 to implement data collection, analysis, and processing of local fisheries. The collected and analyzed data will be provided to the National Marine Fisheries Service (NMFS) and the Western Pacific Regional Fishery Management Council (WPRFMC). In maintaining the program BSP is requesting for (2) Data Control Clerk II positions including retirement fund, and life and health insurance. Standard office equipment and supplies are also requested for. Contractual costs have been included for computer maintenance and repair.

Start Date: 07/01/2016

End Date: 06/30/2019

Federal Grant: \$174,000.00

GSC conducts area wide reviews and solicits comments through electronic communication and this notice is sent to you as a part of the review process. A digital copy of the grant proposal is attached for your perusal. Please submit any comments you may have pertaining to this proposal to Melissa Tayama by **May 11, 2016** via email at melissa.tayama@guam.gov.

Dangkolo Na Si Yu'os Ma'åse',

Kate G. Baltazar

Administrator

MMT

Eddie Baza Calvo
Governor of Guam



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

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



William M. Castro
Director
James T. McDonald
Deputy Director

Ray Tenorio
Lieutenant Governor

APR 01 2016
RECEIVE



4/04/16

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 2016 to FY 2018**

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 \$58,000 annually in federal funds for fiscal years 2016 to 2018 for a total of \$174,000, 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.

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.


JAMES T. MCDONALD
Acting

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:	4/04/2016
Received By:	melt. melt
SAI Number:	900041611494

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

A.) DUNS Number B.) Date

C.) Applicant/Department Name

D.) Division

E.) Applicant Address

F.) Applicant/Department Point of Contact Information

Contact Person Name Phone Number

E-mail Address

G.) Due Date to Federal Agency H.) Federal Funds

I.) Non-Federal, Matching Funds

a.) Local	<input type="text"/>	a.) Grant	<input type="text" value="\$174,000"/>
b.) In-Kind	<input type="text"/>	b.) Other	<input type="text"/>
c.) Other	<input type="text"/>		

J.) TOTAL FUNDS

K.) CFDA/Federal Program Name

L.) Federal Agency Name

M.) Federal Agency Address

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?

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

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

Mr. William M. Castro, Director, Bureau of Statistics and Plans

SIGNATURE

Date

4/1/14



GUAM STATE CLEARINGHOUSE

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RAYMOND S. TENORIO
I Segundu Na Maga'låhen Guahan

KATE G. BALTAZAR
Administrator

Guam State Clearinghouse Grantee Agreement

Current Date

Name of Grant

Agency Name

Division Name

SAI Number

Grant Award Number

Grantor Name

Grant Amount

Grant Start Date

Grant End Date

RECITALS:

This grant agreement is entered into by the Guam State Clearinghouse and the Agency mentioned above.

Whereas *I Maga'låhen Guahan* is the grantee of all federal grants.

Whereas the Guam State Clearinghouse is the Government of Guam's Single Point of Contact for all Federal aid programs, grants, loans, contracts, contributions, appropriations, advances, direct Federal development and other Federal funding sources for Guam.

The Agency whose name appears above agrees to the following terms:

- 1.) Adherence to the Guam State Clearinghouse's Standard Operating Procedures (SOP).
- 2.) Adherence to all reporting requirements stemming from the SOP and the grant terms and conditions.
- 3.) Ensure the funds subject to this Agreement are used in compliance with conditions, requirements and restrictions germane to local and Federal laws, and to the provisions of the grant award.
- 4.) Make records available to the Guam State Clearinghouse, the Public Auditor of Guam, federal agencies and other authorized governmental agencies for review, audit and investigation.

This agreement is entered into by the Guam State Clearinghouse and the Agency named above effective on the grant start date and terminates three (3) business days after the grant end date on:

Printed Name

Director of Agency or Authorized Representative*
*Authorized Representative indicated on the GSC- Notice of Intent to Apply

Kate G. Baltazar, Administrator of the GSC

Eddie Baza Calvo
Governor of Guam



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



Ray Tenorio
Lieutenant Governor

Government of Guam
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Tel: (671) 472-4201/3
Fax: (671) 477-1812

William M. Castro
Director
James T. McDonald
Deputy Director

'APR 0 1 2016

Ms. Julie Whitaker
NOAA National Marine Fisheries Service
Pacific Islands Fisheries Science Center
NOAA Inouye Regional Center
1845 Wasp Boulevard, Building 176
Honolulu, HI 96818

Ref: Pacific Fisheries Data Program Cooperative Agreement Grant Application
(FY 2016 to FY 2018)

Hafa Adai Ms. Whitaker:

Enclosed please find the Guam Bureau of Statistics and Plans multi-year project proposal for fiscal years 2016 to 2018 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.

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

Sincerely,



JAMES T. MCDONALD
Acting 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"
or
*SF-424C, "Budget Information – Construction Program" (if applicable) | ____ <u>XX</u>
____ |
| 3. | *SF-424B, "Assurances – Non-Construction Programs"
or
*SF-424D, "Assurances – Construction Programs" (if applicable) | ____ <u>XX</u>
____ |
| 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);
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: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
---	---	--

* 3. Date Received: Completed by Grants.gov upon submission.	4. Applicant Identifier: <input type="text"/>
--	---

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
---	--

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
--	--

8. APPLICANT INFORMATION:

*** a. Legal Name:**

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="98-0018947"/>	* c. Organizational DUNS: <input type="text" value="7789042920000"/>
---	--

d. Address:

* Street1:	<input type="text" value="513 West Marine Corps Drive"/>
Street2:	<input type="text" value="Ricardo J. Bordallo Governor's Complex"/>
* City:	<input type="text" value="Hagatna"/>
County/Parish:	<input type="text"/>
* State:	<input type="text" value="GU: Guam"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="96910-4906"/>

e. Organizational Unit:

Department Name: <input type="text" value="Bureau of Statistics and Plans"/>	Division Name: <input type="text" value="Planning Information Program"/>
--	--

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

Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="William"/>
Middle Name: <input type="text" value="Mendiola"/>	
* Last Name: <input type="text" value="Castro"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="(671) 472-4201/2/3"/>	Fax Number: <input type="text" value="(671) 477-1812"/>
--	--

*** Email:**

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-2016-2004822

*** 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 the Guam Bureau of Statistics and Plans to collect and 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	GU-all
* b. Program/Project	GU-all
Attach an additional list of Program/Project Congressional Districts if needed	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date	07/01/2016
* b. End Date	06/30/2019
18. Estimated Funding (\$):	
* a. Federal	174,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	174,000.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input checked="" type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	04/01/2016
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If "Yes", provide explanation and attach	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<p>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)</p> <p><input checked="" type="checkbox"/> ** I AGREE</p> <p>** 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</p>	
Authorized Representative:	
Prefix:	Mr.
* First Name:	William
Middle Name:	Mendiola
* Last Name:	Castro
Suffix:	
* Title:	Director, Bureau of Statistics and Plans
* Telephone Number:	(671) 472-4201/2/3
Fax Number:	(671) 477-1812
* Email:	wil.castro@bsp.guam.gov
* Signature of Authorized Representative:	Completed by Grants.gov upon submission
* Date Signed:	Completed by Grants.gov upon submission

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. WPacFIN (FY 2016)	11.437	\$	\$	\$ 58,000.00	\$	\$ 58,000.00
2. WPacFIN (FY 2017)	11.437			58,000.00		58,000.00
3. WPacFIN (FY 2018)	11.437			58,000.00		58,000.00
4.						
5. Totals		\$	\$	\$ 174,000.00	\$	\$ 174,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) MPacFIN (FY 2016)	(2) MPacFIN (FY 2017)	(3) MPacFIN (FY 2018)	(4)	
a. Personnel	\$ 30,831.00	\$ 30,831.00	\$ 31,809.00	\$	\$ 93,471.00
b. Fringe Benefits	12,332.00	12,332.00	12,724.00		37,388.00
c. Travel					
d. Equipment					
e. Supplies	3,411.00	3,211.00	1,641.00		8,263.00
f. Contractual	4,632.00	4,832.00	4,832.00		14,296.00
g. Construction					
h. Other	480.00	480.00	480.00		1,440.00
i. Total Direct Charges (sum of 6a-6h)	51,686.00	51,686.00	51,486.00	\$	154,858.00
j. Indirect Charges	6,314.00	6,314.00	6,514.00	\$	19,142.00
k. TOTALS (sum of 6i and 6j)	\$ 58,000.00	\$ 58,000.00	\$ 58,000.00	\$	174,000.00
7. Program Income	\$	\$	\$	\$	\$

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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. WPacFIN	\$	\$	\$	\$
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS

Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal \$ 58,000.00	\$ 25,628.00	\$ 10,791.00	\$ 10,791.00	\$ 10,790.00
14. Non-Federal \$				
15. TOTAL (sum of lines 13 and 14) \$ 58,000.00	\$ 25,628.00	\$ 10,791.00	\$ 10,791.00	\$ 10,790.00

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 (FY 2017)	\$ 25,628.00	\$ 10,791.00	\$ 10,791.00	\$ 10,790.00
17. WPacFIN (FY 2018)	24,600.00	11,134.00	11,133.00	11,133.00
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 50,228.00	\$ 21,925.00	\$ 21,924.00	\$ 21,923.00

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:		22. Indirect Charges: Fixed Carryforward Rate
23. Remarks:		

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.

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

Standard Form 424B (Rev. 7-97) Back

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.

*** NAME OF APPLICANT**

Government of Guam Department of Administration

*** AWARD NUMBER**

n/a

*** PROJECT NAME**

WPacFIN Coop Agreeemnt between NOAA & Bureau of Stats & Plans

Prefix:

Mr.

*** First Name:**

William

Middle Name:

Mendiola

*** Last Name:**

Castro

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 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, 2016 to June 30, 2019

DATE OF SUBMITTAL: April 1, 2016

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, 2016 to June 30, 2017

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.

Data belong to the Bureau of Statistics and Plans. Data sharing is by cooperative WPacFIN agreement. Non-confidential summaries are published. Confidential access can be granted to qualified users by WPacFIN only with permission from BSP.

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 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 meetings 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	X	X	X	X	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 are transmitted via FTP to the central WPacFIN office on a monthly basis.

Transshipment data and statistics are posted on the Western Pacific Fisheries Information website and the Bureau of Statistics and Plans 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	\$30,831	\$12,332	\$43,163

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, 2016 to June 30, 2017

Year 1

Salaries

Data Control Clerk II at \$14.82 per hour\$30,831

Benefits

Includes government contributions for retirement fund,
Life and health insurance\$12,332

Supplies

Computer and office-related equipment, computer supplies, toner cartridges,
copier paper, gasoline, and other office supplies to support program
operations and activities\$3,411

Contractual

Maintenance and repair of computer and office equipment,
computer-to-computer telecommunications, automobile
maintenance and repair, copier lease\$4,632

Other Costs

Telephone links\$480

Indirect Cost

Indirect cost rate of 20.48-percent of salaries and wages\$6,314

TOTAL\$ 58,000

NOTE:

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, 2017 to June 30, 2018

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.

Data belong to the Bureau of Statistics and Plans. Data sharing is by cooperative WPacFIN agreement. Non-confidential summaries are published. Confidential access can be granted to qualified users by WPacFIN only with permission from BSP.

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 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 meetings 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	X	X	X	X	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 are transmitted via FTP to the central WPacFIN office on a monthly basis.

Transshipment data and statistics are posted on the Western Pacific Fisheries Information website and the Bureau of Statistics and Plans 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
Phone: (671) 472-4201/2/3

No.	Position No.	Position Title	Salary	Benefits	Total
I	001	Data Control Clerk II	\$30,831	\$12,332	\$43,163

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, 2017 to June 30, 2018

Year 2

Salaries

Data Control Clerk II at \$14.82 per hour\$30,831

Benefits

Includes government contributions for retirement fund,
Life and health insurance\$12,332

Supplies

Computer and office-related equipment, computer supplies, toner cartridges,
copier paper, gasoline and other office supplies to support program
operations and activities\$3,211

Contractual

Maintenance and repair of computer and office equipment,
computer-to-computer telecommunications, automobile
maintenance and repair, copier lease\$4,832

Other Costs

Telephone links\$480

Indirect Cost

Indirect cost rate of 20.48-percent of salaries and wages\$6,314

TOTAL\$ 58,000

NOTE:

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, 2018 to June 30, 2019

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.

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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.

Data belong to the Bureau of Statistics and Plans. Data sharing is by cooperative WPacFIN agreement. Non-confidential summaries are published. Confidential access can be granted to qualified users by WPacFIN only with permission from BSP.

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 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 meetings 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	X	X	X	X	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 are transmitted via FTP to the central WPacFIN office on a monthly basis.

Transshipment data and statistics are posted on the Western Pacific Fisheries Information website and the Bureau of Statistics and Plans 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
Phone: (671) 472-4201/2/3

No.	Position No.	Position Title	Salary	Benefits	Total
1	001	Data Control Clerk.	\$31,809	\$12,724	\$44,533

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, 2018 to June 30, 2019

Year 3

Salaries

Data Control Clerk II at \$15.29 per hour.....\$31,809

Benefits

Includes government contributions for retirement fund,
Life and health insurance\$12,724

Supplies

Computer and office-related equipment, computer supplies, toner cartridges,
copier paper, gasoline, and other office supplies to support program
operations and activities\$1,641

Contractual

Maintenance and repair of computer and office equipment,
computer-to computer telecommunications, automobile
maintenance and repair, copier lease.....\$4,832

Other Costs

Telephone links\$480

Indirect Cost

Indirect cost rate of 20.48-percent of salaries and wages\$6,514

TOTAL\$ 58,000

NOTE:

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 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, 2016 to June 30, 2019

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, 2016 to June 30, 2017

Personnel. To cover the salary for one Data Control Clerk II at \$14.82 per hour.
Cost: \$30,831

Benefits. To cover government contributions for the retirement fund, life and health insurance. Cost: \$12,332

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: \$3,411 (Gasoline at \$1,200, Computer supplies at \$1,000, and office equipment and supplies at \$1,211)

Contractual. Includes maintenance and repair of computer and office equipment, computer-to-computer telecommunications, automobile maintenance and repair, copier lease. Estimated Purchase Cost: \$4,632 (Automobile maintenance and repair at \$200, copier lease at \$1,900, computer/printer maintenance and repair at \$1,392, and internet fees at \$1,140).

Other Costs. Telephone lines. Estimated Purchase Cost: \$480 (Telephone for 2 lines at \$480).

Indirect cost. Estimated Cost: \$6,314 (Indirect cost rate at 20.48 percent of salaries and wages.)

Total Cost: \$58,000

NOTE:

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, 2017 to June 30, 2018

Personnel. To cover the salary for one Data Control Clerk II at \$14.82 per hour
Cost: \$30,831

Benefits. To cover government contributions for the retirement fund, life and health insurance. Cost: \$12,332

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: \$3,211 (Gasoline at \$1,100, Computer supplies at \$800, and office equipment and supplies at \$1,311)

Contractual. Includes maintenance and repair of computer and office equipment, computer-to-computer telecommunications, automobile maintenance and repair, copier lease. Estimated Purchase Cost: \$4,832 (Automobile maintenance and repair at \$400, copier lease at \$1,900, computer/printer maintenance and repair at \$1,392, and internet fees at \$1,140).

Other Costs. Telephone lines. Estimated Purchase Cost: \$480 (Telephone for 2 lines at \$480).

Indirect cost. Estimated Cost: \$6,314 (Indirect cost rate at 20.48 percent of salaries and wages.)

Total Cost: \$58,000

NOTE:

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, 2018 to June 30, 2019

Personnel. To cover the salary for one Data Control Clerk II at \$15.29 per hour
Cost: \$31,809

Benefits. To cover government contributions for the retirement fund, life and health insurance. Cost: \$12,724

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: \$1,641 (Gasoline at \$750, Computer supplies at \$300, and office equipment and supplies at \$591)

Contractual. Includes maintenance and repair of computer and office equipment, computer-to-computer telecommunications, automobile maintenance and repair, copier lease. Estimated Purchase Cost: \$4,832 (Automobile maintenance and repair at \$400, copier lease at \$1,900, computer/printer maintenance and repair at \$1,392, and internet fees at \$1,140).

Other Costs. Telephone lines. Estimated Purchase Cost: \$480 (Telephone for 2 lines at \$480).

Indirect cost. Estimated Cost: \$6,514 (Indirect cost rate at 20.48 percent of salaries and wages.)

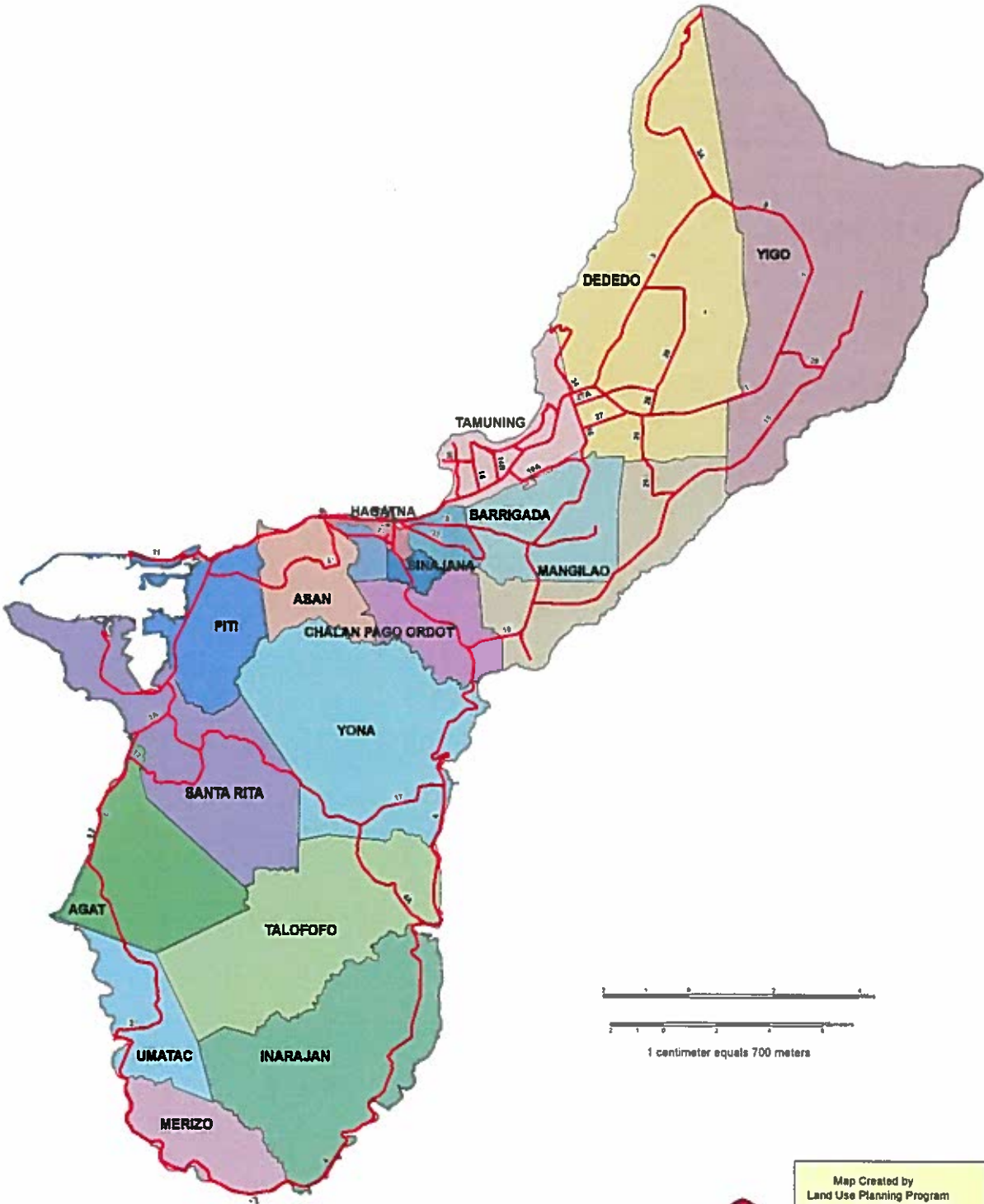
Total Cost: \$58,000

NOTE:

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
PCB 2950 Hagatna, Guam 96932
Email: jesse.rojas@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 2014
(Month & Year)

Period covered by audit: October 1, 2013 – September 30, 2014

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 2014 to Present (On-going)

Period to be covered by scheduled audit: FY2015

DO NOT SEND A COPY OF YOUR FINANCIAL STATEMENT



William M. Castro, Director
Signature/Title/Date



James T. McDonald 4/1/16
ACTING



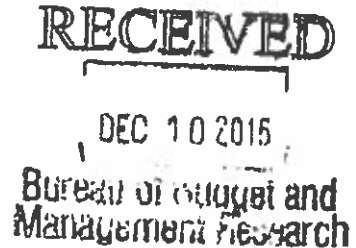
United States Department of the Interior

INTERIOR BUSINESS CENTER
Indirect Cost Services
2180 Harvard Street, Suite 430
Sacramento, CA 95815



November 24, 2015

Mr. Jose S. Calvo, Director
Bureau of Budget and Management Research
Government of Guam
P.O. Box 2950
Hagatna, Guam 96932



Dear Mr. Calvo:

Enclosed is the signed original Negotiated Indirect Cost Rate Agreement that was processed by our office. If you have any questions concerning this agreement, please refer to the signature page for the name and contact number of the negotiator.

As a recipient of federal funds, the regulations require you to maintain a current indirect cost rate agreement. For provisional/final indirect cost rates, Indirect Cost Proposals should be submitted on an annual basis, and they are due within six (6) months after the close of your fiscal year. For predetermined rates and approved rate extensions, proposals are due in our office six (6) months prior to the expiration of your current rate agreement. Please note that proposals are processed on a first-in, first-out basis.

Common fiscal year end dates and proposal due dates are listed below:

Fiscal Year End Date	Proposal Due Date
September 30 th	March 31 st
December 31 st	June 30 th
June 30 th	December 31 st

Please visit our Web site at http://www.doi.gov/ibc/services/Indirect_Cost_Services for guidance and updates on submitting future indirect cost proposals. The website includes helpful tools such as a completeness checklist, indirect cost and lobbying certificates, sample proposals, Excel worksheet templates, and links to other Web sites.

Sincerely,

Deborah A. Moberly
Office Chief

Enclosure

Ref: J:\Other (Non-Profit, Guam, VI, Puerto Rico)\Guam\Guam Government (Ggovg001)\FY 2015\Ggov-IssueLtr 15.docx

Phone: (916) 566-7111

Fax: (916)566-7110

Email: ICS@ibc.doi.gov

Internet: http://www.doi.gov/ibc/services/Indirect_Cost_services

**State and Local Governments
Indirect Cost Negotiation Agreement**

EIN: 98-0018947

Organization:

Government of Guam
Bureau of Budget and Management Research
P.O. Box 2950
Hagatna, Guam 96932

Date: November 24, 2015

Report No(s): 16-A-0174 (15C)

Filing Ref.:

Last Negotiation Agreement
dated April 25, 2014

The indirect cost rates contained herein are for use on grants, contracts, and other agreements with the Federal Government to which 2 CFR Part 200 applies for fiscal years beginning on or after December 26, 2014 subject to the limitations in Section II.A. of this agreement. Applicable OMB Circulars and the regulations at 2 CFR 225 will continue to apply to federal funds awarded prior to December 26, 2014. The rates were negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

Section I: Rates

Page 1 of 2

Type	Effective Period		Rate*	Locations	Applicable To
	From	To			
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	AHRD
Fixed Carryforward	10/01/14	09/30/15	20.48%	All	Stats/Plans
Fixed Carryforward	10/01/14	09/30/15	18.42%	All	Agr. (PR/DJ)
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	DMHSA
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	Mil Affairs
Fixed Carryforward	10/01/14	09/30/15	32.09%	All	Parks & Rec.
Fixed Carryforward	10/01/14	09/30/15	22.35%	All	DPHSS
Fixed Carryforward	10/01/14	09/30/15	35.89%	All	Public Works
Fixed Carryforward	10/01/14	09/30/15	11.00%	All	DISID
Fixed Carryforward	10/01/14	09/30/15	16.46%	All	Youth Affairs
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	CAHA
Fixed Carryforward	10/01/14	09/30/15	23.65%	All	Energy
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	GEPA
Fixed Carryforward	10/01/14	09/30/15	17.29%	All	Library
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	Governor
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	Child Support
Fixed Carryforward	10/01/14	09/30/15	0.00%	All	Crime Victims
Fixed Carryforward	10/01/14	09/30/15	4.99%	All	DRT
Fixed Carryforward	10/01/14	09/30/15	11.83%	All	Police
Fixed Carryforward	10/01/14	09/30/15	4.83%	All	Labor
Fixed Carryforward	10/01/14	09/30/15	14.80%	All	Homeland Sec.

*Base: Total direct salaries and wages, excluding fringe benefits. The rate applies to all programs administered by the non-federal entity. To determine the amount of indirect costs to be billed under this agreement, direct salaries and wages should be summed and multiplied by the rate. All other program costs, including fringe benefits associated with direct salaries and wages, should be eliminated from the calculation.

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 rate(s) contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rate(s) 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 rate(s) 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 rate(s) in this agreement, require the prior approval of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowance.

D. Rate Type:

1. Fixed Carryforward Rate: A 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 periods have been determined, an adjustment will be made to the rate for future periods, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.

2. Provisional/Final Rates: Within six (6) months after year end, a final indirect cost rate proposal must be submitted based on actual costs. Billings and charges to contracts and grants must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

3. Predetermined Rate: A predetermined rate is an indirect cost rate applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment. (Because of legal constraints, predetermined rates are not permitted for Federal contracts; they may, however, be used for grants or cooperative agreements.)

4. **Rate Extension:** Only final and predetermined rates may be eligible for consideration of rate extensions. Requests for rate extensions of a current rate will be reviewed on a case-by-case basis. If an extension is granted, the non-Federal entity may not request a rate review until the extension period ends. In the last year of a rate extension period, the non-Federal entity must submit a new rate proposal for the next fiscal period.

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 rates in Section I of this agreement, the negotiated rates 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 rate(s) in this agreement, the grantee/contractor should credit such costs to the affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

I. Central Service Costs: If the proposed central service cost allocation plan for the same period has not been approved by that time, the indirect cost proposal may be prepared including an amount for central services that is based on the latest federally-approved central service cost allocation plan. The difference between these central service amounts and the amounts ultimately approved will be compensated for by an adjustment in a subsequent period.

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 rate 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(s) 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. Indirect cost proposals must be developed (and, when required, submitted) within six (6) months after the close of the governmental unit's fiscal year, unless an exception is approved by the cognizant agency for indirect costs.

Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

By the State & Local Government:

By the Cognizant Federal Government Agency:

Government of Guam
State/Local Government

U.S. Department of the Interior
Agency

J. Calvo /s/
Signature

Deborah A. Moberly /s/
Signature

JOSE S. CALVO
Name (Type or Print)

Deborah A. Moberly
Name

DIRECTOR, BMR
Title

Office Chief
Office of Indirect Cost Services
Title

NOV 16 2015
Date

U.S. Department of the Interior
Interior Business Center
Agency
NOV 24 2015
Date

Negotiated by Mark W. Stout
Telephone (916) 566-7270

**Territory-Wide
Central Services Cost Allocation
Negotiation Agreement**

EIN: 98-0018947

Government of Guam
Bureau of Budget and Management Research
P.O. Box 2950
Hagatna, Guam 96932

Date:

Filing Ref.:

Initial Negotiation Agreement

Pursuant to 2 CFR 225 (OMB Circular A-87), the U.S. Department of the Interior, Interior Business Center, approves the central services costs cited in the Supplement of this Agreement. This approval is subject to the conditions in Section II below.

Section I: Costs Distributed Through Allocation Plan

The central services costs listed in the Supplement are approved as follows:

<u>Effective Period</u>	<u>Basis</u>
10/01/2014 to 09/30/2015	Fixed with Carryforward

Central services costs are made up of certain specific operating costs of the departments and offices of the Government of the Guam as listed on the attached Supplement.

The Central Services Cost Allocation, as shown in the Supplement, may be included as part of the costs of Guam's departments, agencies, and offices for further allocation to federal grants and contracts performed by the respective departments, agencies, and offices.

Section II: General

Page 1 of 2

A. Limitations: Use of the central services costs contained in this agreement is subject to any statutory or administrative limitations and when ultimately allocated to individual grants or contracts through the indirect cost rates of each department, agency, and office are applicable only to the extent that funds are available. Acceptance of the amounts agreed to herein is predicated upon the conditions: (1) that no costs other than those incurred by the Government of Guam were included for distribution in its Territory-Wide Central Services Cost Allocation Plan as finally accepted and that such costs are legal obligations of the Government of the Guam and allowable under the governing cost principles, (2) that similar types of costs have been accorded consistent accounting treatment, and (3) that the information provided by the Government of the Guam which was used as the basis for acceptance of the amounts or rates agreed to herein is not subsequently found to be materially incomplete or inaccurate.

B. Changes: The fixed with carryforward amounts, if any, contained in this Agreement are based on the organizational structure and the accounting system in effect at the time the plan was prepared and the Agreement was negotiated. These amounts are subject to modification if changes are made in the organizational structure or in the methods of accounting for costs which affect the amount of reimbursement resulting from use of the amounts. The authorized representative of the Interior Business Center must be notified of such changes prior to their effective date. Failure to provide this notification may result in subsequent cost disallowances.

C. Fixed Amount: If fixed amounts are contained in this Agreement, they are based on an estimate of the costs that will be incurred during the period to which the amounts apply. When the actual costs for such period are determined, adjustments will be made in subsequent negotiations to compensate for the differences between the costs used to establish the fixed amounts and the actual costs.

D. Billed Costs: Charges for the services will be billed in accordance with rates established by the Territory and recorded on the books of the operating department, agency, or office responsible for providing the services. Such charges will be based on actual, allowable costs, as defined in 2 CFR 225 (Circular A-87), incurred by the operating department, agency, or office responsible for providing the services. Variances resulting from differences between billed allowable costs and the actual allowable costs for a particular accounting period will be compensated for by adjusting the rates in a subsequent period.

E. Notification to Federal Agencies: Copies of this document may be provided to other federal agencies as a means of notifying them of the Agreement contained herein.

Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

By the Government of Guam:

J. S. Calvo /s/ JOSE S. CALVO
Signature
Name (Type or Print)
DIRECTOR, BBMR
Title
NOV 16 2015
Date

By the Cognizant Federal Government Agency:

Deborah A. Moberly /s/ Deborah A. Moberly
Signature
Name
Office Chief
Office of Indirect Costs Services
Title
U.S. Department of the Interior
Interior Business Center
Agency
NOV 24 2015
Date
Negotiated by Mark W. Stout
Telephone (916) 566-7270