

## United States Geological Survey

### 2025 National Geological & Geophysical Data Preservation Program

<https://www.usgs.gov/programs/national-geological-and-geophysical-data-preservation-program>



Notice of Funding Opportunity - Fiscal Year 2025  
Funding Opportunity Number (FON) G25AS00009

Closing Date: 12/12/2024

# Table of Contents

A. Program Description .....	2
A1. Authority .....	2
A2. Background, Purpose and Program Requirements .....	3
Guidelines and Requirements .....	3
Changes to Proposal Requirements and Conditions .....	7
Program Priorities .....	7
FY 2025 Priority 1 – Preserve Geoscience Data and Materials .....	8
FY 2025 Priority 2 – Digital and Physical Infrastructure Development .....	10
FY 2025 Priority 3 – Critical Minerals Data Preservation .....	11
B. Federal Award Information .....	13
B1. Total Funding .....	13
B2. Award Amount .....	13
B3. Anticipated Award Funding and Dates .....	13
B4. Number of Awards .....	14
B5. Type of Award .....	14
C. Eligibility Information .....	14
C1. Eligible Applicants .....	14
C2. Cost Sharing or Matching .....	14
C3. Other .....	15
D. Application and Submission Information .....	15
D1. Address to Request Application Package .....	18
D2. Content and Form of Application Submission .....	18
D3. Unique Entity Identifier and System for Award Management (SAM) .....	28
D4. Submission Dates and Times .....	29
D5. Intergovernmental Review .....	29
D6. Funding Restrictions .....	30
D7. Other Submission Requirements .....	31
E. Application Review Information .....	33
E1. Criteria .....	33
E2. Review and Selection Process .....	34
E3. CFR – Regulatory Information .....	34
E4. Anticipated Announcement and Federal Award Dates .....	35

F. Federal Award Administration Information .....	35
F1. Federal Award Notices.....	35
F2. Administrative and National Policy Requirements.....	35
NGGDPP Information Products .....	35
F3. Reporting.....	37
G. Federal Awarding Agency Contact(s).....	38
G1. Program Technical Contact.....	38
G2. Program Administration Contact.....	39
G3. Application System Technical Support.....	39
H. Other Information .....	39

## A. Program Description

### A1. Authority

The National Geological and Geophysical Data Preservation Program (NGGDPP) was established and authorized in Section 351 of the Energy Policy Act of 2005 (Public Law 109-58, Sec. 351) and reauthorized in Section 7002 of the Consolidated Appropriations Act, 2021 (Public Law 116-260), and amended by the Infrastructure Investment and Jobs Act, 2022 (Public Law 117-58) which recognizes the need for the preservation, cataloging of, and access to geological and geophysical data and materials for research and educational use. To read the authorization, visit:

<https://www.usgs.gov/core-science-systems/national-geological-and-geophysical-data-preservation-program/authorizing>.

The objectives of the Program as outlined in the Acts are to:

1. archive geologic, geophysical, and engineering data, maps, well logs, and samples;
2. provide a national catalog of such archival material; and
3. provide technical and financial assistance related to the archival material.
4. provide for preservation of samples to track geochemical signatures from critical mineral (as defined in section 7002(a) of the Energy Act of 2020 (30 U.S.C. 1606(a))) ore bodies for use in provenance tracking frameworks.

For more information about the NGGDPP, read the “Implementation Plan for the National Geological and Geophysical Data Preservation Program” (2006) which is available at:

<https://www.usgs.gov/programs/national-geological-and-geophysical-data-preservation-program/implementation-plan>.

**Catalog of Federal Domestic Assistance (CFDA) Number**

15.814

## A2. Background, Purpose and Program Requirements

### Guidelines and Requirements

The following guidelines and requirements are provided to help you submit a strong, competitive, and compliant proposal. *The Review Panel membership changes from year to year and you should not assume that reviewers will be aware of your previous work.* Following these guidelines and requirements will allow the Review Panel to assess your proposed project efficiently and effectively.

#### Guidelines:

- Please include a table of contents for the proposal.
- In your proposal, please address feedback received from previous NGGDPP panel reviews, as relevant to the newly proposed project. The feedback provided to you is intended to help improve your proposal and chance of being funded.
- Briefly describe previous work or pilot projects that have informed your estimate of the level of effort and/or expertise needed to successfully complete the proposed work.
- Figures, images, or diagrams with captions may be included in a **Figure Appendix (2-page limit not included in overall page limit)**.
- Begin submitting your proposal to Grants.gov well in advance of the due date as **there is no possibility of late submissions**. See Part III, Section A for more information.

#### Requirements:

- Verify the federal share of the cost of the proposed activities is no more than 50 percent of the total cost for each Priority individually. The state portion can be larger than the federal portion; however, if the federal contribution is more than the state portion - regardless of the difference (even \$0.01) - the grant proposal shall be disqualified and will not be evaluated by the grant review panel. Each Priority must be budgeted separately and within the itemized budget for that Priority. Review and verify budget numbers prior to proposal submission.
- The project description for Priority 1 & 2 is limited to 5 pages per Priority. The page limit for Priority 3 is 4 pages. You may not submit supporting documents (e.g. long-range plans) that are not explicitly requested in this funding opportunity. These forms, tables, documents, appendices, or attachments do not count toward the page limit:
  - Standard Forms 424s,
  - Table of contents,
  - Project summary sheet (Attachment A),
  - Project abstract summary,
  - Project personnel and contractor justification and expertise table or list,
  - CVs or resumes (max 2 pages per CV),
  - Selection criteria for non-state survey staff, collaborators (e.g., universities or state agencies), or contractors
  - Letters from stakeholders,
  - Figures, images, or diagrams submitted within the Figure Appendix (2-page limit),

- Data Management Plan (DMP)  
([https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev\\_NGGDPP\\_DMPForm.docx](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev_NGGDPP_DMPForm.docx)),
  - Budget tables (Attachment B),
  - Negotiated rate, internal memo, cost agreements, and
  - Equipment justifications and equipment/supply and contracted services quotes.
- Provide a clear justification for preserving the selected data and/or materials. Explain how the results of the project meet the priorities of your organization and benefit your stakeholders and society. Please be specific and provide examples.
  - Request funding for one or more Priorities: Priority 1) Preserve Geoscience Data and Materials; Priority 2) Digital and Physical Infrastructure Development; and Priority 3) Critical Minerals Data Preservation. Projects cannot be combined across Priorities, each Priority should have discrete projects without dependencies on activities in other Priorities. Separate budgets are required for each Priority.
  - Describe the project and the process you expect to follow (workflows, including methods and level of effort) to complete the required work. If you are proposing multiple activities to complete the project, clearly state the work you will do for each activity. Please note that if reduced funds are awarded, the scope of work may require modification.
  - A primary objective of the Program is to increase public accessibility of geological and geophysical data and samples. Ideally, digital resources should be made readily, freely, and publicly available through digital means. Physical resources should be discoverable through digital means. Please describe how the materials and data will be made available. If materials will not be made publicly available and/or free, provide a clear justification.
  - The Program does not support interpretive activities, including derivative products, nor research under any Priority. Development of non-experimental workflows that result in improved public access or preservation efficiency are within scope of the Program. Proposed deliverable products under any of the Priorities must be non-interpretive and for data capture, e.g., hyperspectral, pXRF, must be the closest to raw, but useable data (level 0 or 1). Data captured cannot be embargoed.
  - Collection metadata records describing the preserved materials must be submitted to ReSciColl, the Registry of Scientific Collections using the ReSciColl metadata profiles.
  - A Data Management Plan (DMP) is required for all projects that produce data, create or enhance digital products (e.g. database, web service, web portals, etc.), or preserve physical objects and must be provided in the NGGDPP format (provided at the link on page 11) to conform with the Executive Order of February 22, 2013, “Increasing Access to the Results of Federally Funded Scientific Research”. Photos are not permitted in the DMP. Photos may be provided in the optional Figure Appendix (2-page limit).
  - Preserving U.S. Geological Survey (USGS) assets (e.g. maps, reports, photos etc.) using NGGDPP funds is **not allowed**; collections proposed for preservation should be owned by your state geological organization. Strong justification and documentation that the data will be made public (e.g., data sharing agreement or transfer of ownership), is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission).

- The Detailed Budget Template, Attachment \_B.docx, is required and must be used with your proposal submission. The Detailed Budget Template is provided with the package on grants.gov.
- If multiple objectives/projects are proposed under a Priority, each objective/project must have project personnel roles, responsibilities, and hours broken out specific to the objective. The objectives under each Priority must also be broken out independently in the Detailed Budget (Attachment B). Include descriptions of project personnel and their experience and skills relevant to their proposed objectives. Extended supervisory hours performed by senior staff or other management activities for which funding is requested must be well justified. Submit Curriculum Vitae (CV) or resumes (2-page maximum) for primary personnel. CVs and resumes do not count toward the proposal page limit.
- If collaborating with non-state survey staff (e.g., universities or other state agencies), or hiring contractors, roles and project hours must be detailed within the proposal narrative, detailed budget, and personnel tables for both requested funding or state match. Proposed contractors and the activities supported by the contractor (individual or corporate) must be identified in the proposal. Quotes for contracted work must be provided. Contracted work will not be funded without quotes. The selection criteria used or planned for their selection must be provided. (Selection criteria and/or CVs do not count toward the proposal page limit.)
- In-kind services proposed as match, e.g., software, must have documentation of value of software. The proof of value does not count toward the proposal page limit.
- All supplies and equipment must be itemized, and a vendor or manufacturer quote provided. Supplies and equipment will not be funded without quotes. See section D2. Detailed Budget Narrative, section d. *Other Direct Costs*. In addition, equipment funding requests of \$5,000 or more per item must be supported by a thorough justification. Quotes must be provided for supplies and equipment whether proposed funding requested, or match proposed. The equipment requests including scanners, computers, storage media, and relevant software licenses are acceptable if the equipment is reasonable and necessary for the successful completion of the work funded by the NGGDPP. If no justification is included, the cost will be disallowed. The NGGDPP will not fund general software licenses, database software systems, or equipment required for your organization's IT infrastructure and operation, regardless of your proposed NGGDPP-related work. Equipment justification and quotes are not included in the project description page limit.
- Non-allowable expenses under the NGGDPP include duplicate digitization/conversion of artifacts produced and preserved by other agencies, tuition, computer maintenance or travel to a conference or workshop.
- Buy America requirements for construction projects have changed, providing greater flexibility for construction projects under \$250,000. Please see the 2025 NGGDPP Terms and Conditions (Attachment C, Section F) for the full provision.
- If geospatial datasets are part of a proposed activity, the data must be documented with feature-level [FGDC-compliant metadata](#) and be provided with the open-format compiled geospatial dataset(s). Free metadata tools such as the [USGS Metadata Wizard](#) may be utilized for populating metadata.

- All geospatial data collected for or produced through the use of the Department of the Interior (DOI) financial assistance funds must meet all relevant standards established by the Federal Geospatial Data Committee (FGDC) as authorized by Geospatial Data Act of 2018, Pub. L. 115-254, Subtitle F – Geospatial Data, §§ 751-759C, codified at 43 U.S.C. §§ 2801–2811. DOI requires fully compliant metadata on all Geographic Information Systems files developed for financial assistance projects. If a funded financial assistance project involves acquiring or collecting geospatial data, the recipient is required to search GeoPlatform.gov to determine that no existing Federal, State, local or private data meet the Government’s needs and are available at no cost before acquiring or collecting additional geospatial data.
- The following regulations and requirements apply under §1402.315 of FINANCIAL ASSISTANCE INTERIOR REGULATION, SUPPLEMENTING THE UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS.

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the DOI, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

- (1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
- (2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

- **See Section D.2 - Project Abstract Summary for the Proposal** - Submission of a 1-page (<4000 words, 12-point font) project abstract summary describing the purpose of the project, activities, deliverables and expected outcomes is required as a separate word document (\*.docx) as part of the proposal package, AbstractTemplate.docx, (<https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=AbstractTemplate.docx>). **Please note upon issuance of the grant, this Project Abstract Summary will be publicly available at USAspending.gov.**
- The Final Technical Report (FTR) must use the Final Technical Report template, FinalTechnicalReport\_Template.docx ([https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=FinalTechnicalReport\\_Template.docx](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=FinalTechnicalReport_Template.docx)). The FTR must include a 500-word summary with specific examples of user success stories and/or other societal benefits that highlight accomplishments in this project. A png image, 300 DPI or greater, is required to capture the essence of the project. Please note the summary and image may be shared in news releases, communications, or websites as examples of success stories and project types.
- Infrastructure grants (Priority 2) may be subject to the Buy American requirements described in the Terms and Conditions (Attachment C, Section F) section accessed in Section D7. The Davis Bacon Act may apply.



Please contact the Contracting Officer if you have any questions regarding the proposal process and/or scope of the Program. However, questions specific to your proposal as to what will or will not be funded cannot be addressed.

## Changes to Proposal Requirements and Conditions

The following changes are being implemented in the FY 2025 funding opportunity:

- Awards may start as early as April 15, 2025 and no later than September 1, 2026.
- The period of performance for each award may be **up to 3 years**. States may submit new proposals in subsequent years within the period of performance of an existing grant BUT the proposed work cannot duplicate the effort or be a continuation of objectives of a currently funded, active grant. **The Program reserves the right to separate total funding to one state geological survey into multiple awards.**
- States may request up to \$5,000 to update metadata to the new ReSciColl requirements (formerly the National Digital Catalog (NDC)). This Priority 1 activity request requires a 1:1 state to federal match and will be awarded to all requestors. The funding requested and matched must be documented separately in Attachment A as part of the Priority 1 activities. The \$5,000 requested includes fringe rates and indirect costs.
- States may request up to \$5,000 (including fringe rates and indirect costs) to develop a strategic plan for data preservation of critical minerals associated with mine waste and legacy mine lands.
- In addition to the 200 samples that may be submitted for critical mineral relevant geochemical analyses, states may submit up to an additional 100 samples specifically from boreholes relevant to critical minerals characterization.

## Program Priorities

PLEASE NOTE: Proposals that do not specifically address NGGDPP fiscal year (FY) 2025 priorities will NOT be considered for an award.

The NGGDPP FY 2025 priorities include:

1. preservation of geoscience materials and data, updating ReSciColl collections and items using enhanced ReSciColl profiles with a preference for proposed preservation activities relevant to any combination of these priorities: climate, subsurface resources, critical minerals, physical infrastructure development, and clean/green energy;
2. development and/or improvement of digital and/or physical infrastructure supporting the preservation, archiving and/or delivery of geological and geophysical data, samples, and/or related historical materials; and
3. preservation of geoscience materials and data focused on critical minerals; development of a strategic plan for critical minerals; development of a strategic plan for critical minerals specific to mine waste and mine lands; and submission for analysis of existing geochemical samples relevant to critical minerals assessments.

Preservation activities include preservation of geoscience data, samples, and physical materials to support a) the Biden-Harris Administration priorities (<https://www.whitehouse.gov/priorities>) of climate, racial equality, and the economy, b) to support the [Department of the Interior Secretarial Priorities](#) of protection and preservation of public lands, renewable energy development, and climate research, c) the Bipartisan Infrastructure Law (BIL) (Public Law 117-



58), and the priorities of the state geological survey and their stakeholders.

Funded projects require submission of metadata records describing preserved resources in conformance with the NGGDPP metadata schema to ReSciColl to increase discovery, access and reuse by researchers, resource managers, decision-makers, and the public, for the benefit of society. Priority 2 projects that are solely physical infrastructure development (construction) or digital infrastructure will not require submission of metadata records OR Priority 2 projects with no data deliverables will still be required to submit collection metadata documenting the non-data project.

The proposal must describe projects that address the FY 2025 priorities and requirements to complete comprehensive activities to inventory, describe, and preserve specific collections. It is possible for proposed Priority 1, 2, and/or 3 projects to receive reduced or no funding. All Priority 1 requests to update ReSciColl collections and items metadata will be funded up to the \$5,000 Federal cap, which includes fringe rates and indirect costs. If applicable, hiring students from underrepresented sectors, majoring in science, technology, engineering, and mathematical fields, is strongly encouraged to educate and diversify the next generation of geoscientists.

## **FY 2025 Priority 1 – Preserve Geoscience Data and Materials**

In FY 2025, state geological surveys may request funds to inventory, preserve, archive, and/or modernize geologic, geophysical, and engineering data, maps, notebooks, publications, well logs, photographs, and samples. **NGGDPP seeks proposals that prioritize the preservation of resources relevant to climate studies, subsurface resources (including critical minerals), infrastructure development, environmental equity, and/or clean/green energy.**

Preservation activities may include, but are not limited to, the following:

- conversion of paper records and/or analog data to 508-compliant, ideally machine-readable, digital formats for preservation and digital access with optical character recognition (OCR) when applicable;
- updating digital data to modern and sustainable formats to maintain accessibility and usability;
- conversion of paper or scanned previously published geologic maps, not available in a GIS format, to the Geologic Mapping Schema (GeMS) format database (see <https://ngmdb.usgs.gov/Info/standards/GeMS/>); proposals must include an appendix table listing the proposed maps for preservation with the associated NGMDB product listing, eg., [https://ngmdb.usgs.gov/Prodesc/proddesc\\_78420.htm](https://ngmdb.usgs.gov/Prodesc/proddesc_78420.htm), conversion to GeMS Level-III is preferred, and GeMS deliverables must be submitted following the [guidance](#) to the [NGMDB Connect web site](#);
- preserving subsurface data and sample resources including drill core/borehole information in support of the National Index of Borehole Information (NIBI) and National Cooperative Geologic Mapping Program (NCGMP) subsurface mapping;
- preserving and/or rescuing time-dependent, irreplaceable geologic data or collections of significant value in imminent danger of loss from deteriorating physical surroundings,

threat of disposal, loss of institutional knowledge, or rapidly deteriorating media on which they reside (e.g., data stored on magnetic tape or aerial photos); and

- creating rich metadata for collections and child items registered in ReSciColl, using standard profiles.

**All Federal funds requested for Priority 1 must be matched at 100% (minimum) with state funds for Priority 1 activities. The state portion can be larger than the federal portion.**

Subsurface data and physical resource inventories e.g., samples, drill core/borehole, etc., should be compiled using prescriptive formats with guidance on the NGGDPP website. The current Borehole template for drill hole/core data compilation is available for download (<https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=NGGDPP%20borehole%20template.xlsx>) on the NGGDPP site, Grants: [Tips and Examples](#), and will include location (in decimal degrees) and total depth, and should include if the information is available: identification of stratigraphic tops, lithology, driller's logs, construction information, imagery, geophysical data, and analytical results. The compiled borehole spreadsheet containing point and interval data must be documented as a collection and uploaded to ReSciColl.

Details to ingest and connect subsurface resources to the National Index of Borehole Information (NIBI) are available from the [NIBI website](#). Options are available for both spreadsheet (\*.xlsx) and RESTful (Application Programming Interface (API) uploads.

#### Update Collections and Child Item Metadata in ReSciColl

The NGGDPP has re-architected and rebranded the former National Digital Catalog (NDC), which has served as the metadata catalog for projects funded through the Program. ReSciColl (Registry of Scientific Collections) has been launched and provides the opportunity for richer descriptions of collections and child items which should result in improved discovery and reuse of these assets. ReSciColl can only be a valuable discovery tool if it contains rich information about collections and child items.

States may request up to \$5,000 (including fringe rates and indirect costs) to update existing metadata records from previous preservation efforts harvested into ReSciColl to the new ReSciColl standards for collection and item level metadata. A description of the scope of this activity must be provided. All states requesting these funds will receive them.

Local tools and applications that had been developed to follow the \*.csv/\*.xml NDC metadata convention will need to be revamped to conform to the new ReSciColl metadata convention with guidance for submission to the new ReSciColl provided on the NDDGPP site (<https://www.usgs.gov/core-science-systems/national-geological-and-geophysical-data-preservation-program/data-submission>).

NGGDPP supports the updating of geographic place names, especially those identified as derogatory, in accordance with the [Derogatory Geographic Names FAQs](#) of the Board on Geographic Names. The authoritative database of geographic names for Federal use ([Geographic Names Information System](#)) is updated as new terms are identified and replaced based on standard naming conventions.

NGGDPP's aim is to facilitate and promote the availability of preserved data and materials to further geoscientific research and societal understanding. Therefore, all attempts should be made to freely and publicly expose the data and materials preserved through funding from NGGDPP grants, avoiding copyrights and restrictions.

Collection metadata records describing the preserved materials must be submitted to ReSciColl adhering to the current ReSciColl metadata requirements. If applicable to the proposed activity, metadata for individual collection items should also be submitted. NGGDPP-required metadata attributes for collection metadata and item metadata, as well as upload and/or access protocols, are available on [ReSciColl](#).

## **FY 2025 Priority 2 – Digital and Physical Infrastructure Development**

In FY 2025, states may request funds in support of the development and/or improvement of digital and/or physical infrastructure supporting preservation, archiving, compilation, integration, and/or delivery of geological and geophysical data, samples, and/or related historical materials. Data production activities for Priority 2 must be limited to establishing workflows related to new digital and/or physical infrastructure.

Proposed activities may include but are not limited to the following:

- Construction, remodel, or repair of buildings (or parts thereof) that house geological or geophysical data and/or samples and/or related archival materials that are made publicly available. Funds must be used only for relevant portions of the building.
- Creation or updating of digital systems that improve the access to and delivery of geological and geophysical data (e.g. databases, web services, websites, APIs, etc.). If web services or databases create or change access to a collection, the collection needs to be created or updated in ReSciColl.
- Purchase and/or installation of equipment that facilitates the production of data from historical samples or documents (e.g. scanners, hyperspectral scanners, X-Ray Diffraction scanners, photographic equipment, etc.). The proposed purchase must include planned file formats and methods for providing access to the acquired data in the Data Management Plan. The file formats must be in non-proprietary, industry standards. Data preparation methods and delivery systems must be described associated with the new equipment. Data preservation projects using the equipment should be proposed separately under Priority 1 or Priority 3 as appropriate.
- Development of workflows and methodologies for new equipment. Note: This activity does not support new research. Collected data cannot be embargoed. They must be released to the public in a usable state with the least amount of processing within three months of data acquisition. If data is produced as part of a pilot project, a Data Management Plan must be submitted and collection metadata records describing the data collection must be created in ReSciColl adhering to the current [ReSciColl metadata requirements](#).

As required by Section 70914 of the Bipartisan Infrastructure Law (also known as the Infrastructure Investment and Jobs Act), P.L. 117-58, on or after May 14, 2022, none of the

funds under a federal award that are part of Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States, unless subject to an approved waiver. The requirements of this section must be included in all subawards, including all contracts and purchase orders for work or products under this program. The details for the Buy America Domestic Procurement Preference are provided in the 2025 NGGDPP Terms and Conditions (Attachment C, Section F).

**All Federal funds requested for Priority 2 must be matched at 100% (minimum) with state funds for Priority 2 activities. The state portion can be larger than the federal portion.**

## **FY 2025 Priority 3 – Critical Minerals Data Preservation**

In FY 2019, the USGS established an initiative, known as Earth MRI (Mapping Resources Initiative), with a goal of modernizing the surface and subsurface geologic mapping of the United States, with a focus on identifying areas that may have the potential to contain mineral resources. The minerals on the [2022 Final List of Critical Minerals\[1\]](#) are the current focus of the USGS component of Earth MRI. In FY 2019, the NGGDPP established a new program priority, critical mineral resources, supporting states to preserve and make publicly available online mineral deposit, drill core, geochemical, geophysical, and other relevant data, in support of the Earth MRI effort.

In FY 2025, state geological surveys may request funds, up to \$50,000 of federal match, to support the process of preserving and making publicly available data and information on critical minerals in the United States through the following types of activities that meet the intent of Priority 3.

Priority 3 focuses on 4 main themes: (1) making publicly available drill hole/core data through the ReSciColl, (2) development of a preservation plan for critical minerals-related data and materials, (3) development of a preservation plan and list of critical minerals in mine waste, and (4) preservation and submission of geochemical samples relevant for evaluating critical mineral content.

The FY 2025 Priority 3 themes are defined as:

- **State compilation of borehole data with metadata to ReSciColl** - identifying and providing digital access to publicly available drill hole/core data and information for areas with the potential for hosting critical mineral resources. Drill hole/core data will be compiled in the borehole [template](#) and will include location (in decimal degrees) and total depth and should include, if the information is available, identification of stratigraphic tops, lithology, driller's logs, construction information, imagery, geophysical data, and analytical results. If applicable, depth to bedrock and identification of basement rock relevant to the terrane, including depth to Precambrian basement, depth to consolidated rock beneath Quaternary deposits, or depth to consolidated rock beneath coastal plain deposits should be documented. The compiled borehole spreadsheet containing point and interval data must be documented as a collection and uploaded to ReSciColl. Compiled subsurface information should be connected in the National Index of Borehole Information (NIBI).

- **Preservation Plan for Critical Minerals** – States that have not previously requested to develop a strategic plan for critical minerals data preservation for their state may request up to \$5,000 (including fringe rates and indirect costs) to complete the plan. A detailed description of the activity must be provided. All new states requesting these funds will receive them.
- **Preservation Plan and List of Critical Minerals in Mine Waste** – States may request up to \$5,000 (including fringe rates and indirect costs) to develop a strategic plan for critical minerals data preservation focused on mine waste for their state. Available funding for a mine waste strategic preservation plan is in addition to the more general critical mineral science plan described above. A detailed description of the activity must be provided. All new states requesting these funds will receive them.
- **Preserving samples for Geochemical Analyses for Characterizing Critical Mineral Resources** – For FY2025 the USGS will support the whole-rock analytical geochemical needs required to characterize preserved samples relevant to characterizing critical mineral resources by providing analyses generated on samples submitted to the USGS through a “credit” system. These samples may include material from borehole, outcrop, or other materials associated with critical mineral resources. The state geological survey will be credited with 200 unknown samples of any type over the period of performance of the award. The state geological survey will be credited with an additional 100 unknown samples related specifically to boreholes. Borehole materials may include core samples, cuttings, and (or) unconsolidated sedimentary material provided they were previously collected through drilling activity and have a distinct critical mineral association. The funds to support the analyses being transferred internally to the USGS Geology, Geophysics, and Geochemistry Science Center in Denver, CO. Funds will not be transferred to the state geological survey for this effort. The USGS assumes the responsibility of sample processing for whole-rock major and trace element analyses for the samples, acquiring the data through the contract laboratory, appropriate QA/QC protocols and data review, submitting QC duplicates, and data validation. The collection of samples must be documented to include item-level metadata for submittal to ReSciColl. The laboratory data are combined into the periodic USGS data releases hosted on the Earth MRI website (see <https://doi.org/10.5066/P9WHRLXH>) to assure all geochemical data processed are released to the public. Earth MRI offers analyses for major elements through by wavelength dispersive x-ray fluorescence spectrometry (WDXRF). A 61-element ICP-OES-MS sodium peroxide fusion (ICP-60) package is to support minor and trace element analyses, including the rare earth elements. Processing, costs, and publication of results associated with non-standard samples (e.g., heavy mineral separates, specialty sample processing, etc.) are the responsibility of the State Geological Surveys. Upon approval of the proposed effort, please communicate to the USGS sample control group lead by Jamie Azain ([jsazain@usgs.gov](mailto:jsazain@usgs.gov)) prior to submittal of the samples under this effort to obtain the sample submittal forms and procedures.

Collection metadata records describing the preserved materials must be submitted to ReSciColl using the current ReSciColl metadata profile. If applicable to the proposed activity, metadata for individual collection items should also be submitted. NGGDPP-required metadata attributes for collection metadata and item metadata, as well as upload and/or access protocols, are available on [ReSciColl](#).

NGGDPP's aim is to facilitate and promote the availability of preserved data and materials to further geoscientific research. Therefore, all attempts should be made to publicly expose the preserved data and materials sponsored by NGGDPP grants, avoiding copyrights and restrictions.

**All Federal funds requested for Priority 3 must be matched at 100% (minimum) with state funds for Priority 3 activities. The state portion can be larger than the federal portion.**

[1] Federal Register, 2022, 2022 Final List of Critical Minerals, accessed May 23, 2023, at URL <https://www.federalregister.gov/documents/2022/02/24/2022-04027/2022-final-list-of-critical-minerals>.

#### Funding Opportunity Goals

- Research for natural hazards, energy and mineral resources, ecosystems and environmental health, and water resources.

## B. Federal Award Information

### B1. Total Funding

#### Estimated Total Funding

\$4,000,000

### B2. Award Amount

#### Maximum Award

\$0

#### Minimum Award

\$0

The *approximate range* for an individual award is a minimum of \$5,000 up to a maximum of \$800,000.

### B3. Anticipated Award Funding and Dates

#### Anticipated Award Date

April 15, 2025

April 15, 2025 to August 15, 2026

Proposal Announcement Date: May 31, 2024

Closing Date and Time for Proposal Submission: December 12, 2024, 6:00 p.m. ET

**Proposals received after the deadline will NOT be considered for an award.**

The earliest start date will be April 15, 2025 and the latest start date is September 1, 2026.



For applications that include Priority 3 projects, the start date will be after USGS receives its final FY 2025 appropriation. All deliverables are due 90 days after the end of the grant period of performance.

Awards will be made for up to a 36-month period of performance.

## B4. Number of Awards

### Expected Number of Awards

35

## B5. Type of Award

### Funding Instrument Type

G - Grant

## C. Eligibility Information

### C1. Eligible Applicants

#### Eligible Applicants

00 – State governments

#### Additional Information on Eligibility

Only state geological surveys are eligible to apply to this Notice of Funding Opportunity (NOFO) under the National Geological and Geophysical Data Preservation Program pursuant to the Energy Policy Act of 2005 (Public Law 105-58, Sec. 351). A university may submit a proposal on behalf of a state geological survey if the state geological survey is organized under a state university system.

### C2. Cost Sharing or Matching

#### Cost Sharing / Matching Requirement

Yes

This program has a match requirement.

**All Federal funds requested for Priority 1 must be matched at 100% (minimum) with state funds for Priority 1 activities.**

**All Federal funds requested for Priority 2 must be matched at 100% (minimum) with state funds for Priority 2 activities.**

**All Federal funds requested for Priority 3 must be matched at 100% (minimum) with state funds for Priority 3 activities.**

Verify the federal share of the cost of the proposed activities is no more than **50 percent of the**



**total cost for each Priority individually.** The state portion can be larger than the federal portion. Priority activities must be budgeted separately and within the itemized budget for that Priority. **Review and verify budget numbers prior to proposal submission.**

In-kind services proposed as match, e.g., software or volunteer time, must have documentation of value of the contribution.

## C3. Other

Preserving USGS assets (e.g. maps, reports, photos etc.) using NGGDPP funds is **not allowed**; collections proposed for preservation should be owned by your state geological organization. Strong justification and documentation that the data will be made public (e.g., data sharing agreement or transfer of ownership), is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission).

Non-allowable expenses under the NGGDPP include preservation of USGS assets, duplicate digitization/conversion of artifacts produced and preserved by other agencies, tuition, computer maintenance or travel to a conference or workshop.

**Excluded Parties:** USGS conducts a review of the SAM.gov Exclusions database for all applicant entities and their key project personnel prior to award. USGS cannot award funds to entities or their key project personnel identified in the SAM.gov Exclusions database as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, as their ineligibility condition applies to this Federal program.

## D. Application and Submission Information

### Grants.gov Application Submission and Receipt Procedures

#### Grants.gov Application Submission and Receipt Procedures

*This section provides the application submission and receipt instructions for U.S. Geological Survey (USGS) program applications. Please read the following instructions carefully and completely.*

#### 1. Electronic Delivery

USGS is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. USGS encourages applicants to submit their applications online through Grants.gov.

#### 2. How to Register to Apply through Grants.gov

a. *Instructions:* Read the instructions below about registering to apply for USGS funds. Applicants should read the registration instructions carefully and prepare the information requested before beginning the registration process. Reviewing and assembling the required

information before beginning the registration process will alleviate last-minute searches for required information

Organizations must have an active System for Award Management (SAM) registration, and Grants.gov account to apply for grants. If individual applicants are eligible to apply for this funding opportunity, then you may begin with step 3, Create a Grants.gov Account, listed below.

Creating a Grants.gov account can be completed online in minutes, but SAM registration may take several weeks. Therefore, an organization's registration should be done in sufficient time to ensure it does not impact the entity's ability to meet required application submission deadlines. Note: An entity will be assigned a Unique Entity Identifier (UEI) by SAM. No Dun and Bradstreet (DUNS) number is required after April 4, 2022.

Complete organization instructions can be found on Grants.gov here:

<https://training.grants.gov/applicants/grant-applications/how-to-apply-for-grants>

1) *Register with SAM*: All organizations applying online through Grants.gov must register with the System for Award Management (SAM). Failure to register with SAM will prevent your organization from applying through Grants.gov. SAM registration must be renewed annually. For more detailed instructions for registering with SAM, refer to:

<https://sam.gov/content/entity-registration>

2) *Create a Grants.gov Account*: The next step is to register an account with Grants.gov. Follow the on-screen instructions or refer to the detailed instructions here:

<https://training.grants.gov/register>

3) *Add a Profile to a Grants.gov Account*: A profile in Grants.gov corresponds to a single applicant organization the user represents (i.e., an applicant) or an individual applicant. If you work for or consult with multiple organizations and have a profile for each, you may log in to one Grants.gov account to access all of your grant applications. To add an organizational profile to your Grants.gov account, enter UEI assigned by SAM in the UEI field while adding a profile. For more detailed instructions about creating a profile on Grants.gov, refer to: <https://www.grants.gov/applicants/applicant-registration/>

4) *EBiz POC Authorized Profile Roles*: After you register with Grants.gov and create an Organization Applicant Profile, the organization applicant's request for Grants.gov roles and access is sent to the EBiz POC. The EBiz POC will then log in to Grants.gov and authorize the appropriate roles, which may include the AOR role, thereby giving you permission to complete and submit applications on behalf of the organization. You will be able to submit your application online any time after you have been assigned the AOR role. For more detailed instructions about creating a profile on Grants.gov, refer to:

<https://training.grants.gov/applicants/applicant-registration/ebiz-poc-authorizes-profile-roles>

5) *Track Role Status*: To track your role request, refer to: [Grants.gov Online Help](#)

b. *Electronic Signature*: When applications are submitted through Grants.gov, the name of the organization applicant with the AOR role that submitted the application is inserted into the signature line of the application, serving as the electronic signature. The EBiz POC **must** authorize people who are able to make legally binding commitments on behalf of the organization as a user with the AOR role; **this step is often missed and it is crucial for valid and timely submissions.**

### 3. How to Submit an Application to USGS via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities, refer to:

<https://www.grants.gov/web/grants/applicants/workspace-overview.html>

- 1) *Create a Workspace*: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.
  - 2) *Complete a Workspace*: Add participants to the workspace to work on the application together, complete all the required forms online or by downloading PDF versions, and check for errors before submission. The Workspace progress bar will display the state of your application process as you apply. As you apply using Workspace, you may click the blue question mark icon near the upper-right corner of each page to access context-sensitive help.
    - a. *Adobe Reader*: If you decide not to apply by filling out webforms you can download individual PDF forms in Workspace. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.
- NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at:  
<https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>
- b. *Mandatory Fields in Forms*: In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.
  - c. *Complete SF-424 Fields First*: The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and UEI Number. Once it is completed, the information will transfer to the other forms.

3) *Submit a Workspace*: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

4) *Track a Workspace Submission*: After successfully submitting a workspace application, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the application. The number will be listed on the Confirmation page that is generated after submission. Using the tracking number, access the Track My Application page under the Applicants tab or the Details tab in the submitted workspace.

For additional training resources, including video tutorials, refer to:

<https://www.grants.gov/web/grants/applicants/applicant-training.html>

*Applicant Support:* Grants.gov provides applicants 24/7 support via the toll-free number 1-800-518-4726 and email at [support@grants.gov](mailto:support@grants.gov). For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist the USGS with tracking your issue and understanding background information on the issue.

#### **4. Timely Receipt Requirements and Proof of Timely Submission**

a. *Online Submission.* All applications must be received by the due date established for each program. Proof of timely submission is automatically recorded by Grants.gov. An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant with the AOR role who submitted the application will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of their application. This applicant with the AOR role will also receive the official date/time stamp and Grants.gov Tracking number in an email serving as proof of their timely submission.

When USGS successfully retrieves the application from Grants.gov, and acknowledges the download of submissions, Grants.gov will provide an electronic acknowledgment of receipt of the application to the email address of the applicant with the AOR role who submitted the application. Again, proof of timely submission shall be the official date and time that Grants.gov receives your application. Applications received by Grants.gov after the established due date for the program will be considered late and will not be considered for funding by USGS.

Applicants using slow internet, such as dial-up connections, should be aware that transmission can take some time before Grants.gov receives your application. Again, Grants.gov will provide either an error or a successfully received transmission in the form of an email sent to the applicant with the AOR role attempting to submit the application. The Grants.gov Support Center reports that some applicants end the transmission because they think that nothing is occurring during the transmission process. Please be patient and give the system time to process the application.

## **D1. Address to Request Application Package**

The application package is available from Grants.gov. General information on the grant process is available on the National Geological and Geophysical Data Preservation Program website.

### **Program Website Link**

<https://www.usgs.gov/programs/national-geological-and-geophysical-data-preservation-program>

## **D2. Content and Form of Application Submission**

### **1. SF-424, Application for Federal Assistance**

Applicants must submit the appropriate Standard Form (SF)-424, Application for Federal Assistance. The required application forms are available with this announcement on Grants.gov. The SF-424, Application for Federal Assistance must be complete, signed, and dated. Do not

include any proprietary or personally identifiable information. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

Proposals **with no construction projects** must include the following documents:

1. Standard Form 424. Application for Federal Assistance (mandatory form provided in grants.gov). The person who electronically submits the SF-424 must have the authority to bind the state to the terms of the assistance award.
2. Standard Form 424A. Budget Information – Non-Construction Programs (mandatory, if applicable, form provided in grants.gov).
3. Standard Form 424B. Assurances – Non-Construction Programs (mandatory, if applicable, form provided in grants.gov).

Proposals **with construction projects** must include the following documents:

1. Standard Form 424. Application for Federal Assistance (mandatory form provided in grants.gov). The person who electronically submits the SF-424 must have the authority to bind the state to the terms of the assistance award.
2. Standard Form 424C. Budget Information – Construction Programs (mandatory, if applicable, form provided in grants.gov).
3. Standard Form 424D. Assurances – Construction Programs (mandatory, if applicable, form provided in grants.gov).

Any applicant organization that has not completed the financial assistance certifications and representations within their SAM.gov registration must submit the appropriate signed and dated Assurances form. All of the required application forms are available with this announcement on Grants.gov.

If the proposed activities **do not include a construction project**, only the SF-424B form must be submitted. Proposals with construction projects must submit the SF-424D form.

Any applicant organization that has not completed the financial assistance certifications and representations within their SAM.gov registration must submit the appropriate signed and dated Assurances form. All required application forms are available with this announcement on Grants.gov.

If the proposed activities **include a construction project**, only the SF-424D form must be submitted. Proposals without construction projects must submit the SF-424B form.

## **Project Narrative**

**Proposals must be arranged according to the format provided below.** Following this format ensures that every proposal contains all essential information and is evaluated equitably. The proposal may be in PDF or MS Word format. The proposal and associated forms shall be submitted to [www.grants.gov](http://www.grants.gov). Provide the requested information in the correct locations within the proposal template. Failure to do so may result in disqualification of the proposal.

Include a table of contents for the proposal. Each Priority 1, 2, and 3 has a specific page limit (see below) that applies to the project description only. You may not submit any supporting documents (e.g. long-range plans) that are not explicitly requested in this funding opportunity.

These forms, tables, and documents **do not count toward the page limits**, including:

- Standard Forms 424s,
- Table of contents,
- Project summary sheet (Attachment A),
- Project abstract summary,
- Project personnel and contractor justification and expertise table or list,
- CVs or resumes (max 2 pages per CV),
- Selection criteria for non-state survey staff, collaborators (e.g., universities or state agencies), or contractors
- Letters from stakeholders,
- Figures, images, or diagrams submitted within the Figure Appendix (2-page limit),
- Data Management Plan (DMP)  
([https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev\\_NGGDPP\\_DMPForm.docx](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev_NGGDPP_DMPForm.docx)),
- Budget tables (Attachment B),
- Negotiated rate, internal memo, cost agreements, and

Equipment justifications and equipment/supply and contracted services quotes.

1. FY 2025 NGGDPP Proposal Information Sheet. (Attachment A). Summary sheet shall clearly list project and budget summary for all priorities. Please include e-mail addresses for the Principal Investigator and authorized institution representative. Outcome notifications will be sent via e-mail to the authorized institution representative and the Principal Investigator. The Proposal Information Sheet is NOT included in the page limit.
2. Project Abstract Summary for the Proposal. The proposal package must provide the Project Abstract Summary as a separate document using the file, [AbstractTemplate.docx](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=AbstractTemplate.docx) (<https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=AbstractTemplate.docx>). The Project Summary is not included in the page limit per priority. States must use this abstract template, [AbstractTemplate.docx](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=AbstractTemplate.docx), to summarize ALL proposal Priorities. The Project Abstract Summary will meet Office of Management and Budget (OMB) requirements and NGGDPP proposal needs.

In accordance with the Office of Management and Budget (OMB) Memoranda M-21-20 and M-22-02, Federal agencies are now required to provide complete and accurate financial assistance award descriptions within USAspending.gov. As such, the Department of the Interior is requiring its bureaus and offices to provide a Project Abstract Summary for all financial assistance awards shall be submitted in the following format (**DO NOT SUBMIT IN PARAGRAPH FORMAT**):

Project Title:

Project Period:



Plain language description of project purpose (avoid acronyms or Federal or agency-specific terminology and pronouns):

Activities to be performed:

Deliverables and expected outcomes:

Intended beneficiary(ies):

Subrecipient activities, if known or specified at the time of award.

Based on the above, potential award recipients are hereby requested to provide the above information as part of this proposal package for the NGGDPP and to the Contracting Officer for posting to USAspending.gov. The Project Abstract Summary character limitation is 1 page or less (no more than ~4000 characters) and use of 12 pt. font and Times New Roman is recommended.

**NOTE: If recommended for award, upon issuance of the financial assistance award, this Project Abstract Summary will be publicly available at USAspending.gov.**

3. **Project Description for Priority 1 and 2 projects only.** The project description of the proposal is limited to 5 single-space pages for each Priority (including figures, tables), with no smaller than 11-point font size (regular, must not be narrow, e.g., Arial or Times New Roman), and 1-inch margins. The font size in figures and tables is limited to no smaller than 8-point font size (regular, must not be narrow, e.g., Arial or Times New Roman). All text, figures, and tables shall be sized to fit on 8½” x 11” paper. The project description section of your proposal should include the following:

- a. *Introduction:* The introduction should provide a brief overview of the project activities, methods, and goals. Provide background information about the preserved artifacts, primary users, and frequency of use of the preserved materials and data. Preserving USGS assets using NGGDPP funds is not allowed; collections proposed for preservation should be owned by your state geological organization. Strong justification is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission). Explain the societal and scientific benefits and the importance of the proposed preservation activities to your state. A statement of use or a letter of support from a stakeholder may be included. Letters of support from stakeholders do not count against the page limit.
- b. *Project narrative:* Follow the guidelines and requirements listed in section A2 of this NOFO. Describe the procedures and workflows that will be carried out to preserve materials and data. Include descriptions of the separate activities for the designated processes, including the quality assurance and control methods to ensure accuracy and quality of products. Guidance and best practices for managing data quality can be found on the USGS Data Management site: <https://www.usgs.gov/products/data-and-tools/data-management/manage-quality>. Discuss the generated products (other than the final technical report), such as metadata for specific collection and items or an improved database. Provide a table or list that includes information about the Principal Investigator, staff, and support positions (such as geologist, information technologist, or database developer) and detail the estimated time **by person for each task** if multiple



tasks/projects per Priority. Briefly discuss each person's role on the project so that it links to the budget. For each person, provide a brief statement of their background, define their roles and responsibilities, and provide a CV for primary personnel (no more than two pages) that includes skills and expertise relevant to the proposed activities, and indicate whether the person works for your organization or elsewhere (contractor or volunteer). If the contractor has not yet been hired, describe experience and skills necessary for completing the work. CVs do not count against the page limit.

4. **Project Description for Priority 3 projects only.** The project description of the proposal is limited to 4 single-spaced pages (including figures, tables), with no smaller than 11-point font size (regular, must not be narrow, e.g., Arial or Times New Roman), and 1-inch margins. The font size in figures and tables is limited to no smaller than 8-point font size (regular, must not be narrow, e.g., Arial or Times New Roman). All text, figures, and tables shall be sized to fit on 8½" x 11" paper. The project description section of your proposal should include the following:

- a. *Introduction:* The introduction should provide a brief overview of the project activities, methods, and goals. Provide background information about the preserved artifacts, primary users, and frequency of use of the preserved materials and data. Preserving USGS assets using NGGDPP funds is not allowed; collections proposed for preservation should be owned by your state geological organization. Strong justification is required for preserving collections owned by a private or another state entity (for example, state oil and gas commission). Explain the societal and scientific benefits and the importance of the proposed preservation activities to your state. A statement of use or a letter of support from a stakeholder may be included. Letters of support from stakeholders do not count against the page limit.
- b. *Project narrative:* Follow the guidelines and requirements listed in section A2 of this NOFO. Describe the procedures and workflows that will be carried out to achieve the listed activities under Priority 3 and how they will result in the products for Priority 3, including the quality assurance and control methods to ensure accuracy and quality of products. Guidance and best practices for managing data quality can be found on the USGS Data Management site: <https://www.usgs.gov/products/data-and-tools/data-management/manage-quality>. Provide a table or list that includes the roles and responsibilities of the Principal Investigator, staff, and support positions (such as geologist, information technologist, or database developer) and detail the estimated time **by person for each task** if multiple tasks/projects under this Priority. Briefly discuss each person's role on the project so that it links to the budget. The FY 2025 project narrative may also propose to develop a strategic plan for critical minerals data preservation activities.

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For non-construction programs or projects, applicants must complete and submit the SF-424A, "Budget Information for Non-Construction Programs" form. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200.

If the proposed activities **do not include a construction project**, only the SF-424A form must be submitted. Proposals with construction projects must submit the SF-424C form.

### **SF-424C, Budget Information for Construction Programs**

Applicants must submit the appropriate SF-424 Budget Information form and Budget Narrative. For construction programs or projects, applicants must complete and submit the SF-424C, “Budget Information for Construction Programs”. All of the required application forms are available with this announcement on Grants.gov. Federal award recipients and subrecipients are subject to Federal award cost principles in 2 CFR 200.

If the proposed activities **include a construction project**, only the SF-424C form must be submitted. Proposals without construction projects must submit the SF-424A form.

### **Detailed Budget Narrative**

The project budget shall include detailed information on all cost categories and must clearly identify all estimated project costs. Unit costs shall be provided for all budget items including the cost of work to be provided by contractors or sub-recipients. In addition, applicants shall include a narrative description of the items included in the project budget, including the value of in-kind contributions of goods and services provided to complete the project when cost share is identified to be included (reference section C of this announcement). Cost categories can include, but are not limited to, those costs items included on the SF424A or SF424C.

Your proposal must include completed detailed budget sheets (Attachment B). You may NOT create your own budget sheet. Attachment B.docx, Detailed Budget Template, is required and must be used with your proposal submission. The Detailed Budget Template is provided with the package on grants.gov.

If applicable, one budget sheet must include expenses for Priority 1 preservation activities and ancillary costs (fringe rates, direct and indirect costs). If projects are multi-year, budgets must include breakout by 12-month periods. If there are multiple tasks or projects per Priority, the budget must include breakout by tasks. Federal funds requested for Priority 1 must be matched with state funds. Federal funds for ReSciColl collections and items update must be documented separately within the Priority 1 budget and matched with state funds. The \$5,000 cap in requested funds for ReSciColl update includes fringe rates and indirect costs. If applicable, a separate budget sheet must include expenses for Priority 2 and ancillary costs (fringe rates, direct and indirect costs). If projects are multi-year, budgets must include breakout by 12-month periods. If multiple tasks/projects per Priority the budget must include breakout by tasks. Federal funds for physical and digital infrastructure development under Priority 2 must be matched with state funds. If applicable, a separate budget sheet must include expenses for Priority 3 and ancillary costs (fringe rates, direct and indirect costs). If multiple tasks/projects per Priority the budget must include breakout by tasks. Federal funds for development of a preservation plan for critical minerals under Priority 3 must be matched with state funds. The \$5,000 cap in requested funds for a preservation plan includes fringe rates and indirect costs. Federal funds requested for Priority 3 cannot exceed \$50,000, including the preservation plan, and must be matched with state funds. States cannot receive funding for the preservation plan if previously awarded.

The detailed proposed budget(s) must be summarized and provided in the “Amount Requested” on the NGGDPP Proposal Information Summary Sheet (Attachment A). Attachments A and B

provide format guidance. In the budget sheet, individual federal requests do not have to be matched by state funds, line by line. However, the total funding contributed by a state geological survey shall be equal to or greater than the amount requested from the NGGDPP for each Priority and shall be derived from non-federal sources (direct and indirect costs). Failure to provide a detailed budget itemizing state expenditures will result in rejection of the proposal.

Please read each category description below and provide the detailed breakdown for each cost. This information will help avoid delays processing a funded proposal, as an award will not be issued until all required information is provided. Please be scrupulous in your calculations as they will be meticulously analyzed for consistency and accuracy.

The detailed budget **shall** include the amount proposed for each of the following:

1. Salaries and wages. List names, positions, number of hours individuals will spend on various activities, their rates of compensation and project roles. Salaries or wages for student assistants (undergraduate and/or graduate students) working on the project are an acceptable cost to the Program. If a position is vacant, indicate the position title. Include only personnel actively involved in the project. If senior management salary/time is covered by the overhead (indirect cost) portion of the budget, senior management salary/time should not be included. If senior management personnel participate in project work, include an explanation of their roles. Non-state survey staff working on the project should also be included if they are being supported by other state funding. The detailed proposed budget shall include the total time worked on the project (in units of hours), rate-of-compensation (hourly, monthly, or annually), and job title or role of **each person by task, if multiple tasks/projects per Priority**.
2. Fringe benefits. Indicate the rates/amounts in conformance with normal accounting procedures. Explain what costs are covered in this category and the basis of the rate computations. Indicate whether rates are used for proposal purposes only or whether they are also fixed or provisional rates for billing purposes. Include a copy of the Negotiated Rate Agreement or internal memo supporting the proposed rates. The Negotiated Rate Agreement and internal memo **do not** count toward the page limit.
3. Travel expenses. State the purpose of the trip(s) and itemize estimated travel costs (including reason for travel, number of people, number of travel days, per diem rate, mileage rate, airfare, or other travel costs) necessary to perform the activities in your proposal.

d. Other direct costs.

- Supplies. List costs for office and laboratory/facility supplies. Itemize by including the number and cost for each item and provide a dealer, manufacture quote, or product description page with a current price. Supplies will not be funded without quotes. Quotes must be provided for supplies whether proposed as funding requested or match.
- Equipment. NGGDPP funds may be used to purchase computer hardware, GPS, or other nonexpendable property required for the project. Non-expendable equipment has a useful life of more than one (1) year and an acquisition cost of \$5,000 or more per item. If necessary, NGGDPP funds may be used to purchase software site licenses needed to complete data preservation projects. Show the cost of all proposed equipment/software

site licenses necessary for achieving project goals. Each item must be itemized and include a **full justification** and a dealer or manufacturer quote. Quotes must be provided for equipment whether proposed as funding requested or match. Equipment will not be funded without quotes. If full justification for equipment is not provided, equipment costs will not be supported. General-purpose equipment must be purchased from the applicant's operating funds. Routine computer maintenance contracts and charges for computer time are not acceptable direct costs under this program. Explain and justify any extraordinary items included in the proposed project budget.

- Contractual services. Identify the activities for which such services would be used. Identify proposed contractors (individual or corporate) and provide criteria by which contractors will be, or have been, selected. For each individual, include their job title, total labor hours, and rate of compensation. Quotes for contracted work must be provided.

e. Total direct costs. Total items (a) through (d).

- f. Indirect charges. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the cost principles applicable to the applicant's organization. If applicant has separate rates for recovery of labor overhead and general and administrative costs, each charge should be shown. Explain the distinction between items included in the two cost pools. Applicant should propose rates for evaluation purposes, which they are also willing to establish as fixed or ceiling rates in any resulting award. A copy of the indirect negotiated cost agreement with the Federal Government must be included. If one is not established, applicants may charge 10% indirect costs. A copy of the Indirect Negotiated Cost Agreement does not count against the page limit.
- g. Total charges. Total items (a) through (g). The total budget proposed must show that the federal share of the cost of the activity does not exceed 50 percent of the total cost of the activity as required by Public Law 109-58, Energy Policy Act of 2005. The non-federal share may be more than the federal contribution.

### **Data Management Plan Requirements**

Proposals submitted to USGS must include a supplementary document of no more than four pages labeled "Data Management Plan" (DMP). This supplementary document should describe how the proposal will conform to USGS policy on the dissemination and sharing of research results and associated data. A valid DMP may include only the statement that no detailed plan is needed (e.g. "No data are expected to be produced from this project"), as long as the statement is accompanied by a clear justification. This supplementary document may include:

- the types of data, samples, physical collections, software, curriculum materials, and other materials to be produced in the course of the project;
- the standards to be used for data and metadata format and content (where existing standards are absent or deemed inadequate, this should be documented along with any proposed solutions or remedies);
- policies for access and sharing including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements;

- provisions for re-use, re-distribution, and the production of derivatives; and
- plans for archiving data, samples, and other research products, and for preservation of free public access to them.

Additional guidance on data management plans is available from the USGS Data Management web site here: <https://www.usgs.gov/products/data-and-tools/data-management/data-management-plans> Simultaneously submitted collaborative proposals and proposals that include subawards are a single unified project and should include only one supplemental combined DMP by the lead PI that also addresses all subaward data management needs, regardless of the number of non-lead collaborative proposals or subawards included.

All proposals must use the NGGDPP template available here: [https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev\\_NGGDPP\\_DMPForm.docx](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=StateSurveyAbbrev_NGGDPP_DMPForm.docx). All proposals submitted to the USGS seeking funding for Priorities 1, 2, and 3 must include a DMP, which explains how data and metadata generated by the proposed project will be disseminated and shared with other researchers and the public. If no data are produced as part of the project, e.g., physical infrastructure construction no DMP is required. A DMP should document data handling throughout the lifecycle of the project from planning through publication and archive. A data management plan also describes roles and responsibilities. These can be formalized through data sharing agreements. When there are questions regarding data access or copyright issues these should be addressed and documented in the DMP. The DMP includes:

1. Description of the types of collections, materials, and data that are expected to be preserved and made publicly accessible by the proposed project.
2. Standards and best practices that will be used for the data and metadata formats, including justifications for deviations from the prescribed standards. As described in section F2, NGGDPP Products and Reports, metadata describing rescued and preserved data and materials must conform to the NGGDPP metadata schema (<https://www.usgs.gov/programs/national-geological-and-geophysical-data-preservation-program/prepare-metadata-files>).
3. Policies for access and sharing, including provision for appropriate protection of privacy, confidentiality, security, intellectual property, and other rights or requirements. If your state is preserving data and materials with restricted access rights, explain these limitations.
4. Provisions for re-use, re-distribution, and production of derivatives from your preserved data and artifacts.
5. Plans for archiving and maintaining free public access to preserved data, samples, and other research products in your state facilities and on the Web. Please describe how the materials and data will be made available. If materials will not be made publicly available, provide a clear justification. The metadata records you submit to ReSciColl will be archived by the USGS and remain freely and publicly accessible.

The DMP does not count against the page limit of the proposal's project narrative.



## **Conflict of Interest Disclosure**

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.112](#), applicants must state in their application if any actual or potential conflict of interest exists at the time of submission.

### *(a) Applicability.*

(1) This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

(2) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.318 apply.

### *(b) Notification.*

(1) Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112.

(2) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.

(c) *Restrictions on lobbying.* Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

(d) *Review procedures.* The Financial Assistance Officer will examine each conflict of interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

(e) *Enforcement.* Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

## **Single Audit Reporting Statement**

All U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#). U.S. state, local government, federally recognized Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

## **Certification Regarding Lobbying**

Applicants requesting more than \$100,000 in Federal funding must certify to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#). If this application requests more

than \$100,000 in Federal funds, the Authorized Official's signature on the appropriate SF-424, Application for Federal Assistance form also represents the entity's certification of the statements in 43 CFR Part 18, Appendix A.

### **Disclosure of Lobbying Activities**

Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the [SF-LLL, "Disclosure of Lobbying Activities"](#) form if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non-appropriated funds for lobbying in connection with the application or award. The SF-LLL form is available with this Funding Opportunity on Grants.gov. See 43 CFR, Subpart 18.100 and 31 USC 1352 for more information on when additional submission of this form is required.

### **Overlap or Duplication of Effort Statement**

Applicants must provide a statement indicating if there is any overlap between this Federal application and any other Federal application, or funded project, in regards to activities, costs, or time commitment of key personnel. If no such overlap or duplication exists, state, "There are no overlaps or duplication between this application and any of our other Federal applications or funded projects, including in regards to activities, costs, or time commitment of key personnel". If any such overlap exists, provide a complete description of overlaps or duplications between this proposal and any other federally funded project or application in regards to activities, costs, and time commitment of key personnel, as applicable. Provide a copy of any overlapping or duplicative proposal submitted to any other potential funding entity and identify when that proposal was submitted, to whom (entity name and program), and when you anticipate being notified of their funding decision. The statement and the description of overlap or duplication, when applicable, may be provided within the proposal or as a separate attachment to the application. If at any time a proposal is awarded funds that would be overlapping or duplicative of the funding requested from USGS, the applicant must immediately notify the USGS point of contact. Any overlap or duplication of funding between the proposed project and other active or anticipated projects may impact selection and/or funding amount.

## **D3. Unique Entity Identifier and System for Award Management (SAM)**

**Identifier and System for Award Management (SAM.gov) Registration:** This requirement does not apply to individuals applying for funds as an individual (i.e., unrelated to any business or nonprofit organization you may own, operate, or work within), or any entity with an exception to bypass SAM.gov registration with prior approval from the funding bureau or office in accordance with bureau or office policy. All other applicants are required to register in SAM.gov prior to submitting a Federal award application and obtain a [Unique Entity Identifier \(UEI\)](#) which replaces the Data Universal Numbering System (DUNS) number from Dun & Bradstreet



in April 2022. A Federal award may not be made to an applicant that has not completed the SAM.gov registration. If an applicant selected for funding has not completed their SAM.gov registration by the time the program is ready to make an award, the program may determine the applicant is not qualified to receive an award. Federal award recipients must also continue to maintain an active SAM.gov registration with current information through the life of their Federal award(s).

### **Register with the System for Award Management (SAM)**

Applicants can register on the [SAM.gov](https://sam.gov) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. The Grants.gov “[Register with SAM](#)” page also provides detailed instructions. Applicants can contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM, entities will be assigned a Unique Entity Identifier (UEI). Entities must renew and revalidate their SAM registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity’s IRS information. There is no cost to register with SAM.gov. There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; please be aware you can register and request help for free. If applicable, foreign entities who want to receive payment directly to a U.S. bank account must enter and maintain valid, current banking information in SAM.

## **D4. Submission Dates and Times**

### **Due Date for Applications**

December 12, 2024

### **Application Due Date Explanation**

Electronically submitted applications must be submitted no later than 6:00 p.m., ET, on the listed application due date.

## **D5. Intergovernmental Review**

Prior to application submission, U.S. state and local government applicants should visit the [OMB Office of Federal Financial Management website](#) and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications.

## D6. Funding Restrictions

### Required Indirect Cost Statement to be submitted with Application

All organizations must include the applicable statement from the following list in their application, and attach to their application any documentation identified in the applicable statement:

We are:

- A U.S. state or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of [insert rate]. We submit our indirect cost rate proposals to our cognizant agency. Attached is a copy of our most recently approved rate agreement/certification.
- A U.S. state or local government entity receiving less than \$35 million in direct Federal funding with an indirect cost rate of [insert rate]. We have prepared and will retain for audit an indirect cost rate proposal and related documentation.
- A [insert your organization type; U.S. states and local governments, do not use this statement] that has previously negotiated or currently has an approved indirect cost rate with our cognizant agency. Our indirect cost rate is [insert rate]. [Insert either: “Attached is a copy of our most recently approved but expired rate agreement. In the event an award is made, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award is made.” or “Attached is a copy of our current negotiated indirect cost rate agreement.”]
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency. Our indirect cost rate is [insert rate]. If we receive an award, we will submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after the award date.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is lower than 10%. Our indirect cost rate is [insert rate; must be lower than 10%]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat indirect cost rate of [insert rate; must be lower than 10%] against [insert a clear description of the direct cost base against which your rate is charged (e.g., salaries; salaries and fringe benefits; or modified total direct costs). However, please note that your organization cannot charge indirect costs in excess of the indirect costs that would be recovered if applied against modified total direct costs as defined in [§2 CFR 200.68](#)]. We understand that we must notify USGS in writing if we establish an approved rate with our cognizant agency at any point during the award period.
- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert your organization’s indirect rate; must be 10% or higher]. However, if we receive an award we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat *de minimis* indirect cost rate of 10% to be charged against modified total direct project costs as defined in [2 CFR §200.68](#). We understand that we must notify USGS in writing if we establish a negotiated rate with our

cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and that such changes are subject to review, negotiation, and prior approval by USGS.

- A [insert your organization type] that is submitting this proposal for consideration under the “Cooperative Ecosystem Studies Unit Network”, which has a Department of the Interior-approved indirect cost rate cap of 17.5%. If we have an approved indirect cost rate with our cognizant agency, we understand that we must apply this reduced rate against the same direct cost base as identified in our approved indirect cost rate agreement per [2 CFR §1402.414](#). If we do not have an approved indirect cost rate with our cognizant agency, we understand that we must charge indirect costs against the modified total direct cost base defined in 2 CFR §200.68 “Modified Total Direct Cost (MTDC)”. We understand that we must request prior approval from USGS to use the 2 CFR 200 MTDC base instead of the base identified in our approved indirect cost rate agreement. We understand that USGS approval of such a request will be based on: 1) a determination that our approved base is only a subset of the MTDC (such as salaries and wages); and 2) that use of the MTDC base will still result in a reduction of the total indirect costs to be charged to the award. In accordance with 2 CFR §200.405, we understand that indirect costs not recovered due to a voluntary reduction to our federally negotiated rate are not allowable for recovery via any other means.
- A [insert your organization type] that will charge all costs directly.

## D7. Other Submission Requirements

A. Electronic Proposal Submission Requirement Applicants are responsible for electronically submitting the proposal to [www.grants.gov](http://www.grants.gov) by 6:00pm, ET, December 12, 2024. Be sure to **read the instructions carefully**. Contrary to Section D.1, only proposals submitted through grants.gov will be acceptable. Paper copies will NOT be accepted.

**Please be aware the electronic submission process requires first-time users to register using eAuthentication process. This registration process can be complex and take up to 3 weeks to complete. Be advised that you may not be successful completing electronic submission for the first time if you begin the process only a few days before the due date. If your organization is affiliated with a university, contact the Office of Sponsored Programs, which may be familiar with the federal grant process and can work with you to submit the proposal.**

If you have any questions or problems with the registration process, or the completion of the application package, please contact the grants.gov help desk at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).

When you submit a grant application package to Grants.gov, you will receive a confirmation screen as well as three additional emails over two business days from Grants.gov informing you of your application processing status:

1. Confirmation screen

2. Submission Receipt (with “Track My Application” link)
3. Submission Validation (or Rejection with Errors)
4. Agency Retrieval

1. **CONFIRMATION: Submission Confirmation Screen** After a grant application package is submitted, a confirmation message will appear on the computer screen. This screen confirms that an application has been submitted to Grants.gov. This page contains a tracking number and a “Track My Application” link for monitoring the progress of the submission.

2. **NOTIFICATION 1: Submission Receipt Email** Within two business days after the application package has been received by the Grants.gov system, a submission receipt email will be sent that indicates the submission has entered the Grants.gov system and is ready for validation. This email contains the same tracking number and a “Track My Application” link that is shown in submission confirmation screen for monitoring the progress of the submission.

3. **NOTIFICATION 2: Submission Validation Receipt Email – This is the important one!**

This second email will include a message validating or rejecting the submitted application package due to errors. The Grants.gov system is designed to check for technical errors within the submitted application package. Grants.gov does not review application content for award determination.

4. **NOTIFICATION 3: Grantor Agency Retrieval Email** Once the application package has passed validation, it is delivered to the grantor for award determination and further approval. After the grantor has confirmed receipt of the application, a third and final email will be sent from Grants.gov. The grantor may also assign the application package an agency-specific tracking number for use within their

internal system. IF THIS E-MAIL HAS NOT BEEN RECEIVED WITHIN FOUR DAYS OF THE CLOSING DATE, PLEASE CONTACT THE CONTRACTING OFFICER, Margaret Eastman, (703) 648-7366, [mrussell@usgs.gov](mailto:mrussell@usgs.gov).

If you need help entering your proposal, you can reach the **Grants.gov Contact Center at: 1-800-518-4726**. Their hours of operation are Monday-Friday, 7:00 a.m. to 9:00 p.m., Eastern Time, and they are closed on [federal holidays](#).

When contacting the Grants.gov Contact Center, please have the following information available to help expedite the inquiry:

- Funding Opportunity Number (FON)
- Name of Agency You Are Applying To
- Specific Area of Concern

The electronic submission will consist of required forms SF-424, SF-424a, and SF-424b, plus the additional items described in Section C of this Announcement.

During the application period an applicant may submit a revised or corrected proposal through grants.gov. Include a cover letter as the first page of the proposal stating that the proposal is revised and the previous submittal is to be withdrawn from consideration. Revised submissions must be completed by December 12, 2024, at **6:00 pm ET**.

Please allow sufficient time for the proposal to be submitted electronically through Grants.gov and allow time for possible computer delays. Applicants are strongly advised not to wait until the

last minute for submission. A proposal received after the closing date and time will NOT be considered for award. If the USGS determines that a proposal will not be considered for award due to lateness, the applicant will be notified immediately.

#### B. Involvement of Federal Employees

Federal employees, including USGS employees, are prohibited from assisting in any capacity (paid or unpaid) with preparation of any proposal submitted under this Announcement. Proposals that have a real, or apparent, conflict of interest related to federal employees will not be processed for evaluation.

#### C. Rejection of Proposals after Initial Review

If the proposal does not meet all requirements specified in the Notice of Funding Opportunity (NOFO), as determined by the Contracting Officer in consultation with the NGGDPP management, the applicant will be promptly notified in writing of the rejection along with the reason for the rejection. If the federal share of the cost of the proposed activities is more than 50 percent of the total cost, the proposal shall be rejected.

D. Award recipients must comply with the 2025 NGGDPP Terms and Conditions (Attachment C). Submittal of an application constitutes the applicant's acceptance of these terms and conditions for inclusion in any award resulting from their application. Any concerns with the requirements of the 2025 NGGDPP Terms and Conditions shall be presented to the Contracting Officer at least seven (7) days prior to the closing date of the announcement.

**As required by Section 70914 of the Bipartisan Infrastructure Law (also known as the Infrastructure Investment and Jobs Act), P.L. 117-58, on or after May 14, 2022, none of the funds under a federal award that are part of Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States, unless subject to an approved waiver. The requirements of this section must be included in all subawards, including all contracts and purchase orders for work or products under this program. See the 2024 NGGDPP Terms and Conditions (Attachment C, Section F) for the full provision.**

## E. Application Review Information

### E1. Criteria

#### Technical Merit - Weight 25%

**Maximum Points: 0**

**Technical Merit.** This factor assesses the technical approach of the proposed work and the probability of achieving positive results within the designated period. Assessment includes analysis of methodologies, technology, and workflows.

#### Societal Benefits - Weight 25%

**Maximum Points: 0**

**Societal Benefits.** This factor assesses the value of the proposed preservation products to advancing scientific understanding, enhancing environmental health, improving the knowledge base in underserved communities, and increasing economic growth and/or public safety.

**Knowledge, Performance, and Experience - Weight 25%**

**Maximum Points: 0**

**Knowledge, performance, and experience.** This factor considers knowledge, performance, and experience of the principal investigator and coworkers, including demonstrating the ability to successfully complete data preservation tasks, and satisfying NGGDPP reporting requirements. This factor includes the capability to provide necessary facilities and support to ensure satisfactory completion of the proposed work.

**Appropriateness and Reasonableness of the Budget - Weight 25%**

**Maximum Points: 0**

**Appropriateness and reasonableness of the budget.** This factor considers whether the proposed budget is commensurate with the level of effort needed to accomplish the project and reasonable relative to the value of the anticipated results.

## **E2. Review and Selection Process**

NGGDPP proposals for Priority 1 and Priority 3 projects will be reviewed by a seven-member peer panel, consisting of three state geological survey representatives, three USGS representatives, and one non-USGS representative. These panel members represent the professional areas of science, data management, and preservation.

Proposals for Priority 2 projects will be reviewed by a three-member panel with expertise in physical or digital infrastructure development, consisting of 2 state geological survey and 1 USGS representative.

**Evaluation Criteria.** All proposals for Priority 1, 2, and 3 projects will be evaluated in accordance with the criteria listed above and the Important Guidelines and Requirements listed on pages v – vii. NOTE: To avoid conflict of interest, no panelist may vote on a proposal from his or her state geological survey or state agency, nor may any panelist discuss with other panel members his or her state’s proposal. This does not prohibit collaboration between USGS and state scientists once a grant is in place.

## **E3. CFR – Regulatory Information**

Refer to the U.S. Geological Survey (USGS) Award Terms and Conditions for the general administrative and national policy requirements applicable to USGS awards. USGS will communicate any other program- or project-specific special terms and conditions to recipients in their Notice of Award.



## E4. Anticipated Announcement and Federal Award Dates

## F. Federal Award Administration Information

### F1. Federal Award Notices

### F2. Administrative and National Policy Requirements

See the “[DOI Standard Terms and Conditions](#)” for the administrative and national policy requirements applicable to DOI awards.

Refer to the U.S. Geological Survey (USGS) Award Terms and Conditions for the general administrative and national policy requirements applicable to USGS awards. The USGS will communicate any other program- or project-specific special terms and conditions to recipients in their Notice of Award.

#### Data Availability

Per the Financial Assistance Interior Regulation (FAIR), [2 CFR §1402.315](#):

(a) All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

(b) The Federal Government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

## NGGDPP Information Products

The following information products will be required as a condition of receiving federal funds:

1. Metadata submitted to ReSciColl (Registry of Scientific Collections) Collection metadata records describing the preserved materials must be submitted to ReSciColl. If applicable to the proposed activity, metadata for individual collection items should also be submitted. NGGDPP will provide required metadata attributes for collection metadata, as well as upload and/or access protocols, by website no later than July 1, 2023. Metadata describing digitized geologic maps submitted to the NGMDB shall also be cataloged in ReSciColl.



2. If applicable, data and image files, with accompanying metadata, are uploaded to ReSciColl.
3. If applicable, geospatial datasets are documented with FGDC-compliant metadata and uploaded to ReSciColl.
4. If applicable, preserved digital geologic map files are documented with FGDC-compliant metadata and submitted to NGMDB Connect (<https://ngmdb.usgs.gov/connect/>).
5. If applicable, compiled drill hole/core data compiled in the borehole template with accompanying metadata are uploaded to ReSciColl.
6. If applicable, funded recipients for Priority 3 projects shall submit the following types of information products:
  - Contact information for the technical lead(s) at the state geological survey for mineral resource matters.
  - Summary description and digital access to publicly available drill core data containing relevant information to aid in identification of priority areas with potential for hosting critical mineral resources and compilation of subsurface data and resources supporting US GeoFramework Initiative. Such data would include drill core location, footage intervals with stratigraphic intercepts, depth to Precambrian basement, identification of the Precambrian basement rock, and total depth, for example. The data compiled in the borehole template at the link provided on section A2, FY 2025 Priority 3 – Critical Minerals Data Preservation, with accompanying metadata are uploaded to ReSciColl.
  - Samples preserved for analysis must be inventoried with the sample number and item-level documentation. The IGSN, if available, should also be provided. These must be submitted for registry in ReSciColl. Documentation and publication of analytical results are handled under the USGS data release, <https://doi.org/10.5066/P9WHRLXH>.
8. Final Technical Report

Following project completion, all awards made under the NGGDPP will require submittal of a final technical report that must document and summarize the results of the work. The final technical report must be submitted using the NGGDPP Final Technical Report template, [FinalTechnicalReport\\_Template.docx](#), and must contain:

- Cover page
  - Award Number
  - Title
  - Author and affiliation with address and zip code
  - Author's telephone number and e-mail address
  - Term covered by the award (start and end dates)
  - Submittal date of final technical report
  - Abstract
- Main body
  - Comparison of actual accomplishments to the goals established for the period.
  - If established goals were not met, explanation of circumstances and impediments.
  - Required: 500-word summary with specific examples of user success stories and/or other societal benefits that highlight accomplishments in this project. A png image, 300 DPI or greater, is required to capture the essence of the project. Please note the summary and image may be shared in new releases, communications, or websites as examples of success stories and project types.

A recommended, but not required [Final Technical Report template](#) is available on the NGGDPP site with guidance within the document accessed at:

[https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=FinalTechnicalReport\\_Template.docx](https://www.sciencebase.gov/catalog/file/get/5baa94ade4b08583a5cd878e?name=FinalTechnicalReport_Template.docx) .

The final technical report is limited to no more than five pages. A final technical report must be submitted within 90 days after the end of the grant performance period. Failure to submit a final technical report may hinder receipt of future NGGDPP funds. Final technical reports shall be submitted electronically to the general NGGDPP email box, [nggdpp@usgs.gov](mailto:nggdpp@usgs.gov). A courtesy copy shall be submitted to Margaret Eastman, USGS Contract Specialist, [mrussell@usgs.gov](mailto:mrussell@usgs.gov).

## F3. Reporting

### Financial Reports

All recipients must use the [SF-425, Federal Financial Report](#) form for financial reporting. At a minimum, all recipients must submit a **final** financial report. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award. The only exception to the interim financial reporting requirement is if the recipient is required to use the SF 270/271 to request payment and requests payment at least once annually through the entire award period of performance. We will describe all financial reporting requirements in the Notice of Award.

### Performance Reports

Performance reports must contain a comparison of actual accomplishments with the established goals and objectives of the award; a description of reasons why established goals were not met, if appropriate; and any other pertinent information relevant to the project results. Final reports are due no later than 90 calendar days after the award period of performance end date or termination date. For awards with periods of performance longer than 12 months, recipients are required to submit **interim** financial reports on the frequency established in the Notice of Award.

### Significant Development Reports

Events may occur between the scheduled performance reporting dates which have significant impact upon the supported activity. In such cases, recipients are required to notify the Bureau in writing as soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation. The recipient should also notify USGS in writing of any favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

### Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any

individual engaged in the performance of work pursuant to the Federal award. Recipients may not have a former Federal employee as a key project official, or in any other substantial role related to their award, whose participation put them out of compliance with the legal authorities addressing post-Government employment restrictions. See the [U.S. Office of Government Ethics website](#) for more information on these restrictions. USGS will examine each conflict of interest disclosure based on its particular facts and the nature of the project and will determine if a significant potential conflict exists. If it does, USGS will work with the recipient to determine an appropriate resolution. Failure to disclose and resolve conflicts of interest in a manner that satisfies USGS may result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including termination of the award.

### **Other Mandatory Disclosures**

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR 200.338 Remedies for Noncompliance, including suspension or debarment.

### **Reporting Matters Related to Recipient Integrity and Performance**

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings in accordance with Appendix XII to 2 CFR 200.

## **G. Federal Awarding Agency Contact(s)**

### **G1. Program Technical Contact**

For **programmatic technical assistance**, contact:

First Name:

Margaret

Last Name:

Eastman

Address:

Telephone:

(703) 648-7366

Email:

mrussell@usgs.gov

## G2. Program Administration Contact

For **program administration assistance**, contact:

First Name:

Last Name:

Address:

Telephone:

Email:

For questions about the NGGDPP, contact the general NGGDPP email box, [nggdpp@usgs.gov](mailto:nggdpp@usgs.gov), or Lindsay Powers, the NGGDP Program Coordinator, 720.292.8595, [lpowers@usgs.gov](mailto:lpowers@usgs.gov). Michaela Johnson, NGGDPP Associate Program Coordinator, Grants Program Manager, 720.250.8763, [mrjohns@usgs.gov](mailto:mrjohns@usgs.gov).

## G3. Application System Technical Support

For **Grants.gov technical registration and submission, downloading forms and application packages**, contact:

Name:

Grants.gov Customer Support

Telephone:

1-800-518-4726

Email:

Support@grants.gov

## H. Other Information

### Payments

Domestic recipients are required to register in and receive payment through the U.S. Treasury's Automated Standard Application for Payments (ASAP), unless approved for a waiver by the USGS program. Foreign recipients receiving funds to a final destination bank outside the U.S. are required to receive payment through the U.S. Treasury's International Treasury Services (ITS) System. Foreign recipients receiving funds to a final destination bank in the U.S. are required to enter and maintain current banking details in their SAM.gov entity profile and receive payment through the Automated Clearing House network by electronic funds transfer (EFT). The Bureau will include recipient-specific instructions on how to request payment, including identification of any additional information required and where to submit payment requests, as applicable, in all Notices of Award.

**OMB Control Number: 1028-0087, Expiration Date: 12/31/2025**