

Coastal Ecosystem Resiliency Project Grants Application Checklist
FFO# NOAA-NMFS-HCPO-2016-2004840

Eligibility (See FFO Section III)

- My organization is NOT part of a federal government
- My project includes 2:1 federal to non-federal match
- My project is NOT legally required mitigation or otherwise required by law or settlement
- My project is NOT land acquisition
- My project is NOT beach nourishment
- My requested federal budget falls between \$100K and \$2M

Proposal Content (See FFO Section IV)

Federal Forms:

- Application for Federal Assistance: SF-424 (7/03 version or newer)
 - My start and end dates encompass a 1-3 year period
- Budget Information for Non-construction Programs: SF-424A
 - My required non-federal match is shown separately from my federal request
- Assurances for Non-construction Programs: SF-424B
- Certification Regarding Lobbying: CD-511
- Disclosure of Lobbying Activities: SF-LLL (if applicable)

Project Summary: (2 pages)

- Did you address all 11 items listed on page 11-12 of the FFO?

Project Narrative: (15 pages)

- Respond to all the Evaluation Criteria (page 19-22 of the FFO)
- Respond to the suggested elements of a project narrative such as:
 - Describe plans to ensure lasting resiliency benefits
 - Include a project time line with key milestones
 - Include short-term measures to evaluate project execution
- Discuss how your project meets the Program Priorities (page 5-6) if applicable
- Data Management Plan (2 pages)

Budget Narrative: (2 pages)

- Detailed budget broken out by SF-424A object classes

Supplemental Information

- Project Designs
- Site map or aerial photo
- 1-page resumes of up to 3 key staff
- Support letters, especially from land owner/manager
- Federally Negotiated Indirect Cost Rate Agreement (if applicable)
- Other documents that support your application

Submission Process (Either submission method may be used, but Electronic is preferred)

Electronic:

- Complete all actions on the Grants.gov [registration page](#)
- Review the file name guidance for attachments
- Verify receipt of [3 emails from Grants.gov](#) (including one that says your application was delivered to NOAA)

Hard Copy:

- Did you SIGN all the federal forms (where it says "signed by Grants.gov")?

Please call Melanie Gange (Melanie.Gange@noaa.gov, 301-427-8664) if you have application submission questions.