

## NOTICE OF FUNDING OPPORTUNITY

Funding Agency: Naval Facilities Engineering Systems Command Southwest (NAVFAC SW)

Funding Instrument: Cooperative Agreement

Funding Opportunity Number: N62473-24-2-0011

Assistance Listing Number: 12.300

Program Authority: 16 U.S.C. 670c-1 Sikes Act

Issue Date: 7/25/2024

Application Due Date: 8/26/2024

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### **I. Funding Opportunity Description**

Naval Weapons Station (NAVWPNSTA) Seal Beach Detachment Fallbrook (Detachment Fallbrook, installation) is located in north San Diego County, adjacent to Camp Pendleton and the town of Fallbrook. Detachment Fallbrook resides within the California Floristic Province, which is a Mediterranean type climate and is recognized as a biodiversity hotspot of global significance ecosystem known for high biodiversity and endemism. On the installation, there is a diversity of flora and fauna.

The low-intensity land use requirement of the military mission has kept over 90% of Detachment Fallbrook lands as undeveloped and largely natural open space that supports a range of plant communities and provides habitat for many sensitive species, including federally listed threatened and endangered species. The intent of this project is to study five taxonomic groups: amphibians (including the federally endangered Arroyo Toad [ARTO, *Anaxyrus californicus*] and federally proposed Spadefoot Toad [*Spea hammondi*]); reptiles (including federally proposed Southwestern Pond Turtle [*Actinemys pallida*]); mammals (with a focus on bats [Chiroptera] and other mammals of potential management interest); plants (with a focus on rare, endangered, and species of potential management concern); and invertebrates (including the federally proposed Monarch Butterfly [*Danaus plexippus*]).

One species, ARTO, is both a California species of special concern and a federally listed endangered species. The ARTO is surveyed regularly per a 2003 United States Fish and Wildlife Service (USFWS) Biological Opinion (BO) to support the implementation of fire management on the installation (FWS-SDG-04B0004-04F0005). Of particular interest with the ARTO is tracking the riverine portion of the population over time as well as characterizing its uplands occupancy. The installation also supports a diverse herpetofaunal population (reptiles and other amphibians). Numerous herpetofaunal species on the installation are considered California species of special concern and a couple, the Spadefoot Toad and Southwestern Pond Turtle, have been proposed for federal listing. This taxonomic group is routinely surveyed to assess diversity and trends in species within the installation, as well as monitor for exotic or rare species that may not have been detected yet.

One group of mammals, the bats, has received a lot of conservation attention in North America in recent years. This is due in part to their ecological and economic value in the face of

alarming population declines following the spread of a fungal disease known to be associated with white-nose syndrome. Bats occur throughout the installation, to include roosting in bat boxes and within manmade structures such as magazines; there are current mission/bat conflicts that require evaluation and management support. There are other mammalian species of potential management concern at Detachment Fallbrook that have been less well studied, including San Diego Black-tailed Jackrabbit, American Badger, and Woodrats.

Plant diversity on the installation is high with over 600 plant species documented on Detachment Fallbrook. The majority of plant species are classified as native; however, approximately 30% are non-native. Detachment Fallbrook’s 2016 Integrated Natural Resources Management Plan (INRMP) identifies which species have voucher specimens on file and which species are on the Detachment Fallbrook Watch List because more information (e.g., confirmation of presence) is needed. In response, botanical diversity at Detachment Fallbrook is surveyed periodically for differing management purposes, including early detection of invasive species, vigilance for rare or listed species, assessing parameters for habitat restoration and recovery, etc.

Finally, in addition to being ecologically significant (e.g., as important food source, pollinators, decomposers, etc.), some invertebrate species in our region are of particular management interest because they are invasive pests (e.g., Gold-Spotted Oak Borer, Shothole Borer) or species at risk and/or proposed for listing (e.g., Monarch Butterfly). The Monarch Butterfly is known to occur on Detachment Fallbrook and is of current management interest because it is slated to be listed in 2024, but the Navy does not have good data on its potential habitat and distribution.

**Brief Description of the Anticipated Work:**

The Navy is seeking statements of interest that address two objectives: 1) to conduct mandatory surveys for ARTO, along with surveys for other amphibians and reptiles (with an emphasis on species proposed for federal listing), bats, plants and invertebrates (with an emphasis on Monarch Butterfly), and as required by the aforementioned BO’s and DoD instructions. 2) to continue surveys for these taxonomic groups per requirements in accordance with the installation’s INRMP as enforced through 16 USC §670c-1 (Natural Resources Management - Sikes Act), Department of Defense (DoD) Instruction 4715.03 and Operation Naval Instruction 5090-1.

Please see enclosure 1 for full scope of work and enclosure 2 for applicable terms and conditions.

Estimated Total Funding: \$1,996,364.00      Estimated Number of Awards: (1)

<b>Item</b>	<b>Number of times exercisable</b>	<b>Cost per item</b>	<b>Total cost if each item is exercised</b>
Base Period	1 Time	\$126,464.00	\$126,464.00
Option Task 1	12 Times	\$40,528.00	\$486,336.00
Option Task 2	12 Times	\$41,762.00	\$501,144.00
Option Task 3	12 Times	\$30,121.00	\$361,452.00
Option Task 4	14 Times	\$11,646.00	\$163,044.00
Option Task 5	12 Times	\$29,827.00	\$357,924.00
<b>Total Potential Value</b>			<b>\$1,996,364.00</b>

Contact Information: Questions relating to Grants.gov including the registration process and system requirements should be directed to the Grants.gov Contact Center at 1-800-518-4726. For

assistance with the requirements of this Funding Opportunity Announcement, please contact Grants Officer, Kevin Magennis, kevin.e.magennis.civ@us.navy.mil.

**Instructions to Applicants:**

The complete Funding Opportunity Announcement, application forms, and instructions are available for download at Grants.gov.

Applications in response to this Funding Opportunity Announcement shall be submitted by the application due date. Applications may be submitted electronically via email or through Grants.gov.

Applicants shall have a Unique Entity Identification (UEI) number, registration with the System of Award Management (SAM), and registration with Grants.gov, if submitting application through Grants.gov.

See Section IV of the Funding Opportunity Announcement for complete application submission information.

**II. Award Information**

This Funding Opportunity Announcement is for a competed, multiyear cooperative agreement. The period of performance is 60 months from the date of award with a base period of 60 months, Option Tasks may be unilaterally exercised anytime during the course of the award.

Item	Period of Performance	Anticipated Award Date
Base Period	60 Months from Date of Award	August/September 2024

Significant Dates and Times		
Event	Date	Time *
Full Applications Due	August 26, 2024	2:00 PM
Notification of Selection for Award	September 15, 2024**	4:00 PM
Start Date of Cooperative Agreement	September 15, 2024**	8:00 AM

\*\*Dates subject to change

**III. Eligibility Information**

**1. Eligible Applicants**

Any Cooperative Ecosystem Studies Unit Californian cooperative partner who qualifies under the DoDGARS Part 34 or 2 CFR 200 is eligible to apply. Please see applicable terms and conditions, provided as a separate attachment.

**2. Cost Sharing or Matching**

Cost sharing [ ] is or [ x ] is not required.

**IV. Application and Submission Information**

**1. Address to Request Application Package**

Application packages can be obtained electronically at Grants.gov as detailed below or by contacting the individual listed in Section VII Agency Contact(s).

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select "Apply for Grants", and then select "Download Grant Application Package". Enter the funding opportunity number ().

NOTE: You will not be able to download the Application Package unless you have installed Adobe Acrobat Reader. Adobe Reader is available for free to download from the Download Software page [http://grants.gov/help/download\\_software.jsp](http://grants.gov/help/download_software.jsp).

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

Applicants shall submit applications electronically. The applicant shall complete the mandatory and applicable forms by accessing the forms as noted in IV, 1 "Address to Request Application Package".

### **Content and Form of Application**

#### **FORM: SF 424 (R&R)**

**Completion of SF-424 Fields First.** The Adobe Reader forms are designed to fill in common required fields such as the applicant name and address, UEI number, etc., on all Adobe Reader forms. **To trigger this feature, an applicant must complete the SF-424 information first.** Once it is completed, the information will transfer to the other forms. You must complete the mandatory forms and any applicable optional forms (e.g., SF-LLL Disclosure of Lobbying Activities) in accordance with the instructions on the forms and the additional instructions below. Files that are attached to the forms must be in Adobe Portable Document Format (PDF) unless otherwise specified in this announcement.

#### **FORM: RESEARCH & RELATED SENIOR/KEY PERSONNEL (EXPANDED)**

Complete all the required fields in accordance with the pop-up instructions on the form.

Biographical Sketch: Attach resume(s) of key personnel. The Applicant shall provide type written resumes, not to exceed 3 pages, single spaced with 12pt font for the project manager(s) and field assistants proposed for this project. Resumes must state qualifications, experience with this type of project, professional registration and certificates. See Section V. Application Review Information for detailed information required per resume and minimum qualifications required.

#### **FORM: RESEARCH AND RELATED BUDGET**

Complete the Research and Related Budget form in accordance with the instructions on the form. You must provide a detailed cost breakdown of all costs, by cost category, by the funding periods described below, and by task/sub-task corresponding to the task number in the proposed Statement of Objectives. Options must be separately priced. The form will generate a cumulative budget for the total project period. You must complete all the mandatory information on the form before the NEXT PERIOD button is activated. You may request funds under any of the categories listed as long as the item and amount are necessary to perform the proposed work and meet all the criteria for allowability under the applicable Federal cost principles. The budget should adhere to the following guidelines:

The budget should be driven by program requirements. Elements of the budget should include:

Direct Labor - Individual labor category or person, with associated labor hours and

unburdened direct labor rates.

Indirect Costs - Fringe benefits, overhead, G&A, COM, etc. (must show base amount and rate).

Travel - Number of trips, destination, duration, etc., all travel must be substantiated and explained.

Subcontract/subaward - A cost proposal as detailed as the applicant's cost proposal will be required to be submitted by the subcontractor. If applicable, include in Research & Related Subaward Budget Attachment Form.

Consultant - Provide consultant agreement or other document that verifies the proposed loaded daily/hourly rate. Include a description of the nature of and the need for any consultant's participation. Strong justification must be provided, and consultants are to be used only under exceptional circumstances where no equivalent expertise can be found at a participating university. Provide budget justification.

Materials - Specifically itemized with costs or estimated costs. An explanation of any estimating factors, including their derivation and application, shall be provided. Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.).

Other Direct Costs - Particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the contractor/Applicant (justifications must be provided when Government funding for such items is sought). Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.).

Budget Justification: Provide the required supporting information for the cost elements as shown above (see Research & Related Budget instructions) and listed as follows: indirect cost, travel, consultant, materials, and other direct costs. Provide any other information you wish to submit to justify your budget request.

### **FORM: SF-LLL DISCLOSURE OF LOBBYING ACTIVITIES**

If applicable, complete SF- LLL. Applicability: If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the grant/cooperative agreement, you must complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying."

### **3. Submission Dates and Times**

#### **Timeline for Review:**

We request that submissions be submitted by **August 26, 2024 2:00 PM PDT**. This opportunity will remain until an investigator team is selected. Submissions received after **August 26, 2024 2:00 PM PDT** will be deemed "late" and may or may not be considered. Please submit requests for information/questions no later than **August 19, 2024 2:00 PM PDT**.

#### **For applications submitted through Grants.gov and handling of late applications:**

After an application is submitted through Grants.gov, the Authorized Organization Representative (AOR) will receive a series of three e-mails. It is extremely important that the AOR watch for and

save each of the e-mails. You will know that your application has reached NAVFAC SW when the AOR receives e-mail Number 3. You will need the Submission Receipt Number (e-mail Number 1) to track a submission. The three e-mails are:

**Number 1** – The applicant will receive a confirmation page upon completing the submission to Grants.gov. This confirmation page is a record of the time and date stamp for the submission.

**Number 2** – The applicant will receive an e-mail indicating that the application has been validated by Grants.gov within a few hours of submission. (This means that all of the required fields have been completed.)

**Number 3** – The third notice is an acknowledgment of receipt in e-mail form from the designated agency within ten days from the application due date. For applications the e-mail is sent to the authorized representative for the institution. The e-mail for applications notes that the application has been received and provides the assigned tracking number. Hard copy submissions will receive only e-mail number 3.

Late Applications may be accepted.

#### **4. Funding Restrictions**

Reimbursement of pre-award cost will [ ] or will not [ x ] be allowed.

#### **5. Other Submission Requirements**

Applications may be submitted electronically through Grants.gov (see note 1 below) or direct email to: Kevin Magennis [kevin.e.magennis.civ@us.navy.mil](mailto:kevin.e.magennis.civ@us.navy.mil)

**NOTE 1 - Registration Requirements for Grants.gov:** There are several one-time actions an organization must complete in order to submit an application through Grants.gov (e.g., obtain a Unique Entity ID (UEI) number, register with the credential provider, and register with Grants.gov). See [http://grants.gov/applicants/get\\_registered.jsp](http://grants.gov/applicants/get_registered.jsp) to begin this process. Applicants, who are not registered with Grants.gov, should allow at least 21 days to complete these requirements. It is suggested that the process be started as soon as possible.

**Customer Support:** Questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov). The Contact Center is open from 7:00 a.m. to 9:00 p.m. Eastern time, Monday through Friday, except federal holidays, to address Grants.gov technology issues. If you are experiencing difficulties with your submission it is best to call the customer support desk and get a case number. The case number will assist the NAVFAC SW with tracking your issue and provide background information on the issue.

**VERY IMPORTANT – Download Adobe Acrobat Reader:** Adobe Reader is available for free to download from the Download Software page [http://grants.gov/help/download\\_software.jsp](http://grants.gov/help/download_software.jsp).

#### **V. Application Review Information**

All requirements listed are minimum requirements. Information provided must be recent (within last seven (7) years) and relevant. Applicants will be assessed on their ability to adhere to the listed requirements, follow directions, comply with restrictions and provide quality control on their submittals. All page limits refer to 12 point font and single spaced one-sided pages.

#### **Factor 1 - Credentials of Key Personnel**

Due to the complexity of work, the Cooperative Agreement will require the equivalent, at the minimum, of at least one (1) full-time Field Investigator/Biologist(s) during this Task Order with the following minimum qualifications identified in section a. If awarded, the Cooperator shall provide qualified Field Investigators/Biologists as further identified in sections b-d:

**Field Investigator/Biologist – Herpetological Study:** This position shall be responsible for being the liaison between Recipient personnel and the Grants Officer, CAA or CATR and shall serve as the main point of contact for all required results and/or progress reports on the herpetological study. The Field Investigator/Biologist that oversees the herpetological portion of this Agreement shall have the minimum qualifications:

A graduate degree with an emphasis in herpetology, or field experience commensurate with a graduate degree (minimum of 10 years of upper level project management/study design and oversight within herpetological fields).

Expertise in life history and survey methodologies for amphibian and reptiles in coastal Southern California.

Five (5) years of demonstrated experience conducting surveys and research projects on amphibians and/or reptiles.

Specific knowledge of, and all required state and federal permits related to, amphibians and reptiles, including the federally listed Arroyo Toad, to effectively implement the work and comply with the requirements of this Agreement. A copy of all required permits or evidence of renewable permits must be submitted with the proposal.

**Field Investigator/Biologist – Bat Study:** This position shall be responsible for being the liaison between Recipient personnel and the Grants Officer, CAA or CATR and shall serve as the main point of contact for all required results and/or progress reports on the bat study. The Field Investigator/Biologist that oversees the bat portion of this Agreement shall have the minimum qualifications:

A Bachelor of Science degree in zoology, biology, ecology, wildlife management or a related field experience from an accredited college or university.

Expertise in bat ecology and knowledge of flora, fauna, climate, soil, topography, hydrology, vegetation and wildlife of the California Floristic Province and how these factors relate to bat distribution, behavior, and natural history.

Ten (10) years of relevant field monitoring experience, including: identifying and sampling bats that are found in coastal southern California; experience in mist-netting and handling bats and acoustic detection; and ability to visually recognize bat species in roosts.

Specific knowledge of, and all required state and federal permits related to, the study and handling of bats to effectively implement the work and comply with the requirements of this Agreement. A copy of all required permits or evidence of renewable permits must be submitted with the proposal.

**Field Investigator/Biologist – Mammalian Study:** This position shall be responsible for being the liaison between Recipient personnel and the Grants Officer, CAA or CATR and shall serve as the

main point of contact for all required results and/or progress reports on the mammalian study. The Field Investigator/Biologist that oversees the portion of this Agreement shall have the minimum qualifications:

A Bachelor of Science degree in zoology, biology, ecology, wildlife management or a related field experience from an accredited college or university.

Expertise in mammalian ecology and knowledge of flora, fauna, climate, soil, topography, hydrology, vegetation and wildlife of the California Floristic Province and how these factors relate to mammalian distribution, behavior, and natural history.

Ten (10) years of relevant field monitoring experience, including: identifying and sampling rare, sensitive, or unique mammals that are found in coastal southern California; experience in various mammalian survey techniques; and the ability to visually recognize southern Californian mammals via direct or passive observation. .

Field Investigator/Biologist – Botanical Work: This position shall be responsible for being the liaison between Recipient personnel and the Grants Officer, CAA or CATR and shall serve as the main point of contact for all required results and/or progress reports on the botanical work. The Field Investigator/Biologist that oversees the botanical portion of this Agreement shall have the minimum qualifications:

A graduate degree plant taxonomy, botany, or a related field from an accredited college or university.

Ten (10) years of experience in plant taxonomy within southern California, including at least five (5) years of expertise with the flora of coastal southern California.

Specific knowledge of, and all required state and federal permits related to, plants to effectively implement the work and comply with the requirements of this Agreement. A copy of all required permits or evidence of renewable permits must be submitted with the proposal.

Field Investigator/Biologist – Invertebrate Work: This position shall be responsible for being the liaison between Recipient personnel and the Grants Officer, CAA or CATR and shall serve as the main point of contact for all required results and/or progress reports on the invertebrate study; the individual may also be the lead on the invertebrate study if desired and if the qualifications are met. The Field Investigator/Biologist that oversees the invertebrate portion of this Agreement shall have the minimum qualifications:

A graduate degree with an emphasis in invertebrates, or field experience commensurate with a graduate degree (minimum of 10 years of upper level project management/study design and oversight within invertebrate fields).

Expertise in life history and survey methodologies for invertebrates of potential management concern in coastal Southern California with an emphasis on the Monarch Butterfly.

Five (5) years of demonstrated experience conducting surveys and research projects on invertebrates.



Specific knowledge of, and all required state and federal permits related to, invertebrates, including the federally listed Monarch Butterfly, to effectively implement the work and comply with the requirements of this Agreement. A copy of all required permits or evidence of renewable permits must be submitted with the proposal.

Field Technicians: The person(s) shall have, at the minimum:

A Bachelor of Science degree in zoology, biology, ecology, wildlife management, botany, landscape architecture or horticulture or other related field from an accredited college or university.

Ability to provide clear, legible and accurate field notes and data.

Expertise and knowledge of flora, fauna, climate, soil, topography, hydrology, vegetation and wildlife of the California Floristic Province, as applicable to the study area they are supporting.

A thorough understanding of regulations regarding herpetological (including Arroyo Toad), mammalian, invertebrate, and/or botanical depending on the study they are supporting.

The Recipient shall provide the CAA (via the CATR) the names of persons and copies of their resumes being considered for work under this Agreement. The Recipient shall not replace or substitute any staff member without prior written approval by the CAA.

## **Factor 2 – Scientific Approach**

Not to exceed 4 pages, the Offeror shall develop an outline for their approach to addressing the anticipated work stated above. The Offeror shall be evaluated as to the soundness of the overall approach and use of any innovative techniques to accomplish project objectives.

## **Factor 3 - Reasonableness of Cost**

After technical evaluation of the proposal, the Offers shall be analyzed to determine whether they are materially/mathematically balanced with respect to prices or separately priced items, and for fair and reasonable pricing. A clear cost breakdown of work elements to be accomplished detailing quantities for the various work items, unit, unit prices and extended prices will be required and will be evaluated. Evaluation will include an analysis to determine the Offeror's comprehension of the requirements of the proposed agreement as well as to assess the validity of the Offeror's approach. Please be sure to provide a proposal for Option Tasks 1 through 5 as listed within the statement of work.

Please provide your proposed budget on the provided pdf titled, "Research and Related Budget" form\* (Enclosure 5). Please submit one budget form for the base year of work and separate budget form for Option Task 1 through 5 as specified in the Statement of Work.

\*Form: RESEARCH AND RELATED BUDGET

Complete the Research and Related Budget form in accordance with the instructions on the form. You must provide a detailed cost breakdown of all costs, by cost category, by the funding periods described below, and by task/sub-task corresponding to the task number in the proposed

Statement of Work. You may request funds under any of the categories listed as long as the item and amount are necessary to perform the proposed work and meet all the criteria for allowability under the applicable Federal cost principles. The budget should adhere to the following guidelines:

The budget should be driven by program requirements. Elements of the budget shall include:

Direct Labor - Individual labor category or person, with associated labor hours and unburdened direct labor rates.

Indirect Costs - Fringe benefits, overhead, G&A, COM, etc. (must show base amount and rate). Justify in Field L.

Travel - Number of trips, destination, duration, etc. Justify in Field L (on the form).

Subcontract - A cost proposal as detailed as the applicant's cost proposal will be required to be submitted by the subcontractor. If applicable, include in Research & Related Subaward Budget Attachment Form.

Consultant - Provide consultant agreement or other document that verifies the proposed loaded daily/hourly rate. Include a description of the nature of and the need for any consultant's participation. Strong justification must be provided, and consultants are to be used only under exceptional circumstances where no equivalent expertise can be found at a participating university. Provide budget justification in Field L.

Materials - Specifically itemized with costs or estimated costs. An explanation of any estimating factors, including their derivation and application, shall be provided. Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.). Justify in Field L.

Other Directs Costs - Particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the cooperator/recipient (justifications must be provided when Government funding for such items is sought). Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.). Justify in Field L.

Please provide your proposed budget on the provided pdf titled, "Research and Related Budget" form\*(Enclosure 5).

RELATIVE IMPORTANCE OF EVALUATION FACTORS – All factors are of equal importance.

#### **4. Review and Selection Process**

Every deviation from the statement of objectives requirement must be identified. Proposer must identify the paragraph in the statement of objectives that is applicable and provide sufficient information to justify why the deviation is in the best interest of the government.

All requirements listed are minimum requirements. Applicants will be assessed on their ability to adhere to the listed requirements, completeness of responses, follow directions, comply with

restrictions and provide quality control on their submittals. All page limits refer to 12 point font and single spaced one-sided pages.

## **VI. Award Administration Information**

### **1. Award Notices**

The notice of award addressed to the successful applicant and signed by the Grants Officer (or equivalent) will be forwarded via electronic transmission. Original copies of the Agreement will be enclosed for the successful applicant's signature and return for the Grants Officer's counter signature.

### **2. Administrative and National Policy Requirements**

The Terms and Conditions are posted as a separate document.

### **3. Reporting**

Reports/submittal information including frequency and means of submission are contained in the Statement of Objectives, posted as a separate document

## **VII. Agency Contact(s)**

All questions relating to this announcement shall be referred to:

Kevin Magennis, Grants Officer  
Naval Facilities Engineering Systems Command Southwest  
Environmental Conservation and Compliance Acquisition  
750 Pacific Highway  
San Diego, CA 92132  
Email: [kevin.e.magennis.civ@us.navy.mil](mailto:kevin.e.magennis.civ@us.navy.mil)  
Phone Office: 619-705-5566

## **VIII. Other Information**

The cost of preparing applications and/or proposals in response to this announcement is not considered an allowable direct charge to any award made under this funding opportunity. The Government is not obligated to make any award as a result of this announcement. Only the Grants Officer can bind the Government to the expenditure of funds.