

**The Department of Homeland Security
(DHS) Notice of Funding Opportunity
(NOFO) Securing the Cities Program**

A. Notice of Funding Opportunity (NOFO) Description

Issued By

U.S. Department of Homeland Security (DHS), Domestic Nuclear Detection Office (DNDO), Operations Support Directorate (OSD), Securing the Cities (STC) Program

Catalog of Federal Domestic Assistance (CFDA) Number

97.106

CFDA Title

Securing the Cities Program

Notice of Funding Opportunity Title

Securing the Cities Program

NOFO Number

DHS-14-DNDO-106-001-02

Authorizing Authority for Program

6 U.S.C. 596

§ 596. CONTRACTING AND GRANT MAKING AUTHORITIES

The Secretary, acting through the Director for Domestic Nuclear Detection, in carrying out the responsibilities under paragraphs (6) and (7) of section 592 (a) of this title, shall—

(1) Operate extramural and intramural programs and distribute funds through grants, cooperative agreements, and other transactions and contracts.

Appropriation Authority for Program

For FY15: Appropriation authority granted under Public Law 114-4; Department of Homeland Security Appropriations Act, 2015; Title IV – Research and Development, Training, and Services; Domestic Nuclear Detection Office; System Acquisition enacted \$72,603,000. \$7,100,000 of the enacted amount applies to this Notice of Funding Opportunity. For FY16 and beyond: This program has not received funding. All awards are contingent upon the availability of funds. Applicable appropriations authority for future years will be included in STC Continuation Application Notification.

Program Type

Continuation

Program Overview, Objectives, and Priorities

The Securing the Cities (STC) Program seeks to reduce the risk of a successful deployment of a radiological/nuclear (R/N) terrorist weapon against a major metropolitan area in the United States by establishing sustainable capability within Global Nuclear Detection Architecture (GNDA) partner agencies to detect, analyze, and report nuclear and other radioactive materials out of regulatory control within their jurisdictions. Capability in this sense is defined as trained and equipped personnel, proficient in the use of R/N detection equipment, and guided by detection and response protocols.

The STC Program supports the ‘Prevent Terrorism and Enhance Security’ Mission Area as specified in the 2014 Quadrennial Homeland Security Review and is a prevention program as defined in Presidential Program Directive – 8 (PPD-8).

The STC Program has three primary goals:

- Enhance regional capabilities to detect, analyze, report, and interdict nuclear and other radioactive materials out of regulatory control;
- Guide the coordination of STC partners in their roles defined by the GNDA; and
- Encourage participants to sustain their R/N detection program over time.

The STC Program has the following objectives:

Objective 1: Assist State, local, and tribal governments in developing local nuclear detection architectures resulting in awareness, training, technical support, exercises, and capability development. DNDO will use a common strategy in each STC implementation tailored for the particular requirements of that area. This strategy will put in place a comprehensive structure for developing all architectural elements and will encompass all elements of capability development.

Objective 2: Establish information connectivity among deployed detection systems in the interior layer and State, local, tribal, private and regional data analysis centers, to include connectivity for technical reachback and adjudication support. Information exchange is critical to reducing the risk of any terrorist attack. An Operations Plan will document coordination practices among partners and with DNDO. Additionally, an Information Exchange Plan will ensure that proper and effective information sharing practices and policies are institutionalized within the region with respect to the STC Program.

Objective 3: Establish administrative infrastructure to support a nuclear detection program. DNDO will play a major role during STC implementations to set up the managing structures that will allow the partners to develop a self-supporting and sustainable program requiring minimal long-term Federal assistance.

Objective 4: Establish coordination mechanisms between stakeholders for routine daily operations and focused/stepped up deployments. An Operations Plan that has concurrence from all principal STC partners is the key document defining coordination within and outside the region. Further, an Information Exchange Plan is required to document the intended methodology for exchanging information between partners, other STC implementations, and the Federal government.

Assistance provided through this STC funding opportunity will allow the stakeholders to establish or enhance a sustainable regional nuclear detection program that concentrates on steady-state operations but is flexible enough to surge to increased detection postures. DHS intends to support State and local operations for nuclear detection through a three-phased STC Program that provides for the implementation of nuclear detection capabilities in eligible UASI regions.

DHS intends to provide assistance that will allow regional stakeholders to:

- Closely coordinate planning, operations, and information exchange between regional

partners, with DNDO, and with other Federal agencies.

- Conduct training and exercises to further the nuclear detection mission in the region and gain proficiency in detection operations.
- Develop a robust mobile architecture and equipment set for both land and maritime pathways focused on steady-state operations that is flexible enough to surge to enhanced detection postures.
- Lay the foundation of an information exchange methodology so that multiple STC regions may exchange data amongst each other, with DNDO, and with other Federal partners.
- Achieve better integration of Federal, State, and local capabilities allowing regional support to national operations.

DHS envisions making one (1) award under this announcement. This assistance is subject to funds availability and awardee's compliance with requirements of the cooperative agreement.

B. Federal Award Information

Award Amounts, Important Dates, and Extensions:

Available Funding for the NOFO FY 15:	\$7,250,000
Projected Funding for the NOFO FY 16 and beyond:	\$14,000,000
Total Projected Award:	\$30,000,000

Projected number of Awards: One (1)

Period of Performance: Twelve (12) month continuation award. Extensions are allowable. Please see Section H regarding extensions to the period of performance.

Projected Period of Performance Start Date(s): 9/1/2015

Projected Period of Performance End Date(s): 8/31/2016

Funding Instrument: Cooperative Agreement

During the period of performance, continuation applications will be required to receive annual funding.

The STC Program requires substantial DHS involvement with awardee to include:

- DHS and recipient collaborate or jointly participate in the performance of the assisted activities.
- Highly prescriptive DHS requirements prior to award, limiting recipient's discretion with respect to scope of services offered, organizational structure, staffing, mode of operation, and other management processes, coupled with close DHS monitoring or operational involvement during performance over and above the normal exercise of Federal stewardship responsibilities to ensure compliance with these requirements.
- Exclusive regional coordination between the STC local program office and the STC Federal program office.

Additionally, DHS responsibilities under the cooperative agreement, in addition to the usual monitoring and technical assistance include the following:

1. Providing technical assistance in the selection of eligible equipment for participating jurisdictions.
2. Assisting in the establishment of Federal interagency partnerships, collaboration and cooperation that may be necessary for carrying out the project.
3. Provisioning of training and training materials for participating jurisdictions and providing updates to eligible training courses as necessary.
4. Providing technical assistance to STC partners in developing regional Operations Plan.
5. Attending and participating in appropriate meetings initiated by State and local stakeholders, including meetings of the STC committees, subcommittees, and working groups as applicable. Subject matter experts may/will periodically attend, participate and advise the local program managers as necessary.
6. Providing technical assistance workshops as required.

C. Eligibility Information

Eligible Applicants

This NOFO is for a continuation of an existing program. Only the current recipient – the District of Columbia Homeland Security and Emergency Management Agency is eligible to apply for this STC Program Continuation Award.

Eligibility Criteria

Only current recipient – the District of Columbia Homeland Security and Emergency Management Agency is eligible to apply for this STC Program continuation award.

Maintenance of Effort

There is no maintenance of effort requirement.

Cost Share or Match

Voluntary.

D. Application and Submission Information

Submission Date and Other Key Dates and Times

Date Posted to Grants.gov:	April 30, 2015
Application Submission Deadline:	6/12/2015 at 8:00 PM EDT. Applications submitted after the submission deadline will not be accepted.
Anticipated Funding Selection Date:	7/15/2015
Anticipated Award Date:	9/1/2015

Address to Request Application Package

Continuation applications will be processed through the Grants.gov portal. If the applicant encounters difficulties, please contact the Grants.gov Help Desk at 1-800-518-4726 to report the problem and obtain assistance with the system.

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select “Applicants” then “Apply for Grants,” read the registration requirements and register if necessary (**Allow up to 7-10 business days after you submit before your registration is active in SAM, then an additional 24 hours for Grants.gov to recognize your information**). In order to obtain the application package select “Download a Grant Application Package.” Enter the CFDA and/or the funding opportunity number located on the cover of this NOFO, select “Download Package,” and then follow the prompts to download the application package.

For a hardcopy of the full NOFO, please write or fax a request to:

Janet Bailey
Office of Procurement Operations (MGMT I OPO)
245 Murray Lane SW
Mail Stop 0115
Washington, D.C. 20528-0115
Phone: 202-447-0362
Email: janet.bailey@HQ.DHS.GOV

Applications will be processed through the Grants.gov portal

Content and Form of Application Submission

SF 424 – Application for Federal Assistance

Applicants must complete an SF 424 application form. This form may be completed while on the Grants.gov Web site or it can be completed offline in its entirety. NOTE: Applications submitted through Grants.gov must use the SF 424 provided by Grants.gov. The SF 424 application form can only be viewed and downloaded once Adobe Reader has been installed. The SF 424 application form on Grants.gov is formatted so applicants are only required to complete fields which are indicated with an asterisk (*) and color coded. Once the application is complete, close the document (you will then be prompted to save changes or not).

SF424A Budget

Applicants must complete the budget in its entirety. Applicants must provide budgets by object class (salaries, fringe, travel, indirect, etc.). Funds may be requested as long as the item and amount are necessary to perform the proposed work and are not precluded by the cost principles or program funding restrictions.

Budget Narrative (Justification) File(s)

Attach your budget narrative and justification files (including separate budgets for each proposed subaward or subcontract) to the form named “Budget-V1.1” in the application package. If you need to add more documents than this form will allow (i.e. subaward budgets), please use the

optional “Attachments” form to attach the additional files (see below).

Budget detail is required for:

PERSONNEL: Costs of employee salaries and wages.

Justification: Identify the project director or principal investigator, if known. For each staff person, provide the title, time commitment to the project (in months), time commitment to the project (as a percentage or full-time equivalent), annual salary, grant salary, wage rates, etc. Do not include the costs of consultants.

FRINGE BENEFITS: Costs of employee fringe benefits unless treated as part of an approved indirect cost rate.

Justification: Provide the method used to calculate the proposed rate amount. If a fringe benefit has been negotiated with, or approved by, a Federal government cognizant agency, provide a copy of the agreement. If no rate agreement exists, provide a breakdown of the amounts and percentages that comprise fringe benefit costs such as health insurance, FICA, retirement insurance, taxes, etc. Identify the base for allocating these fringe benefit expenses.

TRAVEL: Costs of project-related travel by employees of the applicant organization (does not include costs of sub-contractor or consultant travel).

Justification: For each proposed trip, provide the purpose, number of travelers, travel origin and destination, number of days and a breakdown of costs for airfare, lodging, meals, car rental, and incidentals. The basis for the airfare, lodging, meals, car rental, and incidentals must be provided, such as past trips, current quotations, Federal Travel Regulations, etc.

EQUIPMENT: Any article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals or exceeds the lesser of (a) the capitalization level established by the organization financial statement purposes, or (b) \$5,000.

Note: Acquisition cost means the net invoice unit price of an item of equipment, including the cost of any modifications, attachments, accessories, calibration and maintenance services, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary charges, such as taxes, duty, protective in-transit insurance, freight, and installation shall be included in or excluded from acquisition cost in accordance with the organization's regular written accounting practices.

Justification: For each type of equipment requested, provide a description of the equipment, the cost per unit, the number of units, the total cost, and a plan for use on the project, as well as use or disposal of the equipment after the project ends. An applicant organization that uses its own definition for equipment should provide a copy of its policy or section of its policy, which includes the equipment definition.

SUPPLIES: Costs of all tangible personal property other than that included under the Equipment category.

Justification: Specify general categories of supplies and their costs. Show computations and provide other information that supports the amount requested.

CONTRACTUAL: Costs of all contracts for services and goods except for those that belong under other categories such as equipment, supplies, construction, etc. Include third party evaluation contracts (if applicable) and contracts with secondary recipient organizations.

Justification: Demonstrate that all procurement transactions will be conducted in a manner to provide, to the maximum extent practical, open and free competition. Identify proposed subaward/sub-contractor work and the cost of each subaward/sub-contractor. Provide a detailed budget for each subawardee that is expected to perform work estimated to be \$25,000 or more, or 50% of the total work effort, whichever is less. The subawardee budget(s) should provide the same level of detail as that of the applicant (i.e., by Object Class Category/Cost Classification).

In addition, the following information must be provided:

Subcontracts - Identify each planned subcontractor and its total proposed budget. Each subcontractor's budget and supporting detail should be included as part of the applicant's budget narrative. In addition, the applicant shall provide the following information for each planned subcontract: a brief description of the work to be subcontracted; the number of quotes solicited and received, if applicable; the cost or price analysis performed by the applicant; names and addresses of the subcontractors tentatively selected and the basis for their selection; e.g., unique capabilities (for sole source subcontracts), low bidder, delivery schedule, technical competence; type of contract and estimated cost and fee or profit; and affiliation with the applicant, if any.

Recipient may be required to make pre-award review and procurement documents available to DHS, including request for proposals or invitations for bids, independent cost estimates, etc. This may include procurements expected to exceed the simplified acquisition threshold fixed at 41 USC 403(11) (currently set at \$100,000) and expected to be awarded without competition or only one bid or offer is received in response to a solicitation.

Sub-awardees – Identify each planned sub-awardee and its total proposed budget. Each sub-awardee's budget and supporting detail should be separate from the applicant's budget narrative.

All required flow down provisions in the award must be included in any subcontract or sub-award.

OTHER DIRECT COSTS: Any other items proposed as direct costs. Provide an itemized list with costs, and state the basis for each proposed item (e.g., exercises).

INDIRECT COSTS: Provide a copy of the latest rate agreement negotiated with a cognizant Federal agency. If the applicant organization is in the process of initially developing or renegotiating a rate, upon notification that an award will be made, it should immediately develop a tentative indirect cost rate proposal based on its most recently completed fiscal year, in accordance with the cognizant agency's guidelines for establishing indirect cost rates, and submit it to the cognizant agency. Applicants awaiting approval of their indirect cost proposals may also request indirect costs. When an indirect cost rate is requested, those costs included in the indirect cost pool should not also be charged as direct costs to the award. Also, if the applicants are requesting a rate that is less than what is allowed under the program, the authorized representative of the applicant's organization must submit a signed acknowledgement that the applicant is accepting a lower rate than allowed.

Certifications/Assurances. Certifications and assurances regarding the following apply:

LOBBYING. Section 319 of Public Law 101-121 prohibits the use of funds in lobbying members and employees of Congress, as well as employees of Federal agencies, with respect to the award or amendment of any Federal grant, cooperative agreement, contract, or loan. DHS has codified restrictions upon lobbying at 6 CFR Part 9. (31 U.S.C. 1352)

DRUG-FREE WORKPLACE ACT. Requires the recipient to publish a statement about its drug-free workplace program and give a copy of the statement to each employee (including consultants and temporary personnel) who will be involved in award- supported activities at any site where these activities will be carried out. Also, place(s) where work is being performed under the award (i.e., street address, city, state and zip code) must be maintained on file. The recipient must notify the Grants Officer of any employee convicted of a violation of a criminal drug statute that occurs in the workplace. (41 U.S.C. 701 et seq.)

DEBARMENT AND SUSPENSION. Executive Orders (E.O.) 12549 and 12689 provide protection from fraud, waste, and abuse by debarring or suspending those persons that deal in an irresponsible manner with the Federal government. The recipient must certify that they are not debarred or suspended from receiving Federal assistance.

FEDERAL DEBT STATUS. The recipient may not be delinquent in the repayment of any Federal debt. Examples of relevant debt include delinquent payroll or other taxes, audit disallowances, and benefit overpayments. (OMB Circular A-129)

Dun and Bradstreet Universal Numbering System (DUNS) Number, System for Award Management (SAM), and Authorized Organizational Representative (AOR)

DHS is participating in the Grants.gov Initiative that provides the Grant Community a single site to find and apply for grant funding opportunities; therefore, applicants with electronic access are to submit their applications electronically through <http://www.grants.gov/web/grants/applicants/apply-for-grants.html>. Before you can apply for a DHS grant at grants.gov, you must have a DUNS number and must be registered in the System for Awards Management (SAM).

The DUNS number must be included in the data entry field labeled "Organizational DUNS" on the SF-424 form. Instructions for obtaining a DUNS number can be found at the following website: <http://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>

In addition to having a DUNS number, applicants applying electronically through Grants.gov must register with the federal System for Award Management (SAM). Step-by-step instructions for registering with SAM can be found here:

<http://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>. All applicants must register with SAM in order to apply online. Failure to register with the SAM will result in your application being rejected by Grants.gov during the submissions process.

Please give yourself plenty of time before your grant application submission deadline to obtain a DUNS number and then to register in SAM. It may take 4 weeks or more after you submit your SAM registration before your registration is active in SAM, then an additional 24 hours for Grants.gov to recognize your information.

Authorized Organizational Representative. The next step in the registration process is creating a username and password with Grants.gov to become an Authorized Organizational Representative (AOR). AORs will need to know the DUNS number of the organization for which they will be submitting applications to complete this process. To read more detailed instructions for creating a profile on Grants.gov visit:

<http://www.grants.gov/web/grants/applicants/organization-registration/step-3-username-password.html>.

AOR Authorization. After creating a profile on Grants.gov, the E-Biz Point of Contact (E-Biz POC) a representative from your organization who is the contact listed for SAM will receive an email to grant the AOR permission to submit applications on behalf of their organization. The E-Biz POC will then log in to Grants.gov and approves an applicant as the AOR, thereby giving him or her permission to submit applications. To learn more about AOR Authorization visit:

<http://www.grants.gov/web/grants/applicants/organization-registration/step-4-aor-authorization.html>. To track an AOR status visit:

<http://www.grants.gov/web/grants/applicants/organization-registration/step-5-track-aor-status.html>.

Applicants are, therefore, encouraged to register early. The registration process can take four weeks or more to be completed. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required submission deadlines. After you have been approved as an AOR you will be able to submit your application online.

Electronic Signature. Applications submitted through Grants.gov constitute a submission as electronically signed applications. The registration and account creation with Grants.gov with E-Biz POC approval, establishes an Authorized Organization Representative (AOR). When you submit the application through Grants.gov, the name of your AOR on file will be inserted into the signature line of the application. Applicants must register the individual who is able to make legally binding commitments for the applicant organization as the Authorized Organization Representative (AOR); this step is often missed and it is crucial for valid submissions.

If you experience difficulties accessing information or have any questions please call the [grants.gov](http://www.grants.gov) customer support hotline at (800) 518-4726 or email grants.gov at support@grants.gov.

The Federal awarding agency may not make a Federal award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

Intergovernmental Review

An intergovernmental review may be required. Applicants must contact their State's Single Point of Contact (SPOC) to comply with the State's process under Executive Order 12372 (see <http://www.fws.gov/policy/library/rgeo12372.pdf>). Name and addresses of the SPOCs are maintained at the Office of Management and Budget's home page at http://www.whitehouse.gov/omb/grants_spoc to ensure currency.

Funding Restrictions

DHS grant or cooperative agreement funds may only be used for the purpose set forth in the agreement and must be consistent with the statutory authority for the award. Grant or cooperative agreement funds and non-monetary support may not be used for cost-sharing or matching funds for other Federal grants, lobbying, or intervention in Federal regulatory or adjudicatory proceedings. In addition, Federal funds may not be used to sue the Federal government or any other government entity.

1. Equipment purchases.
 - i. Prior to the purchase of equipment in the amount of \$5,000 or more per unit cost, the Recipient must obtain the written approval from DHS.
 - ii. The Recipient shall maintain an annual inventory, which will include a brief description of the item, serial number, and amount of purchase for equipment purchased with grant/cooperative agreement funds, or received under a grant or cooperative agreement, and having a \$5,000 or more per unit cost. The inventory must also identify the sub-award under which the equipment was purchased.
 - iii. Insurance on the equipment will be the responsibility of the Recipient.
 - iv. Title of equipment will remain with the Recipient until closeout when disposition will be provided in writing by the DHS within 120 days of submission of final reports.
 - v. Equipment purchases are limited to those items that fall within the DNDO STC acceptable categories.
2. Profit/Fee is not allowable except when subcontracting for routine goods and services with commercial organizations.
3. Foreign travel is not permitted under this announcement.
4. Construction costs are not allowable under this funding opportunity.
5. Pre-award costs are allowable only with the written consent of DHS and included in the award agreement.
6. Training is limited to DNDO STC allowable courses.

Funds may be restricted in the event of the submission of an incomplete, untimely, or noncompliant application.

Management and Administration

M&A costs are allowable. M&A are not operational costs but are necessary costs incurred in direct support of the grant or cooperative agreement or as a consequence of it, such as travel, meeting-related expenses, and salaries of full/part-time staff in direct support of the program. As such these can be itemized in financial reports.

An application must provide in the project narrative a detailed description of these expenses. DHS recommends the grant recipient establish a STC program office to manage the day-to-day

administration of the program. This office should consist of a qualified full-time program manager and other part-time personnel required to locally manage the program (i.e. part-time financial specialist familiar with grant administration, a part-time program analyst familiar with nuclear detection operations, and administrative specialists to perform clerical duties). At a minimum, a region-wide program manager is required. Applicants should propose the minimum staff and supplies required for the program.

Indirect (Facilities & Administrative (F&A)) Costs

Indirect (F&A) Costs means those costs incurred for a common or joint purpose benefitting more than one cost objective and not readily assignable to the costs objectives specifically benefitted, without effort disproportionate to the results achieved.

Indirect costs are allowable. Provide a copy of the latest rate agreement negotiated with a cognizant Federal agency. If the applicant organization is in the process of initially developing or renegotiating a rate, upon notification that an award will be made, it should immediately develop a tentative indirect cost rate proposal based on its most recently completed fiscal year, in accordance with the cognizant agency's guidelines for establishing indirect cost rates, and submit it to the cognizant agency. Applicants awaiting approval of their indirect cost proposals may also request indirect costs. When an indirect cost rate is requested, those costs included in the indirect cost pool should not also be charged as direct costs to the award. Also, if the applicant is requesting a rate that is less than what is allowed under the program, the authorized representative of the applicant's organization must submit a signed acknowledgement that the applicant is accepting a lower rate than allowed.

Other Submission Requirements

****IMPORTANT!**** To avoid submission errors you must ONLY CREATE, SAVE, & SUBMIT application in an Adobe Reader version compatible with Grants.gov documents. Applications packages should be prepared using the same version of Adobe Reader.

Applications must be submitted electronically through Grants.gov. If the applicant encounters difficulties, please contact the Grants.gov Help Desk at 1-800-518-4726 to report the problem and obtain assistance with the system.

Once the application is submitted and accepted in grants.gov, applicant should email janet.bailey@dhs.gov and Christopher.magrino@dhs.gov and provide the grants.gov tracking number shown on your submission receipt.

To submit an application through Grants.gov, applicants must use Adobe Reader. You must use a version of Adobe Reader that is compatible with Grants.gov. Adobe Reader is available from Grants.gov at no charge.

The applicant must have a DUNS number to submit an application through Grants.gov.

E. Application Review Information

Criteria

This is a Continuation of Funding Application. The application for review and approval was a

part of the original competitive approval process. Applicant will be required to submit a new budget which will go through a cost analysis review and justification for any changes in scope.

Review and Selection Process

This is a Continuation of Funding Application. The District of Columbia Homeland Security and Emergency Management Agency was selected and approved as a part of the original competitive process.

F. Federal Award Administration Information

Notice of Award

The applicant can expect to receive a cooperative agreement award by email executed by a DHS Grants Officer authorized to obligate DHS funding.

Administrative and National Policy Requirements

All successful applicants for all DHS grant and cooperative agreements are required to comply with DHS Standard Administrative Terms and Conditions, which are available online at:

<http://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>

Before accepting the award the authorized official should carefully read the award package for instructions on administering the grant award and the terms and conditions associated with responsibilities under Federal Awards. Recipients must accept all conditions in this NOFO as well as any Special Terms and Conditions in the Notice of Award to receive an award under this program.

Copyright: The Recipient may publish, or otherwise exercise copyright in, any work first produced under this Agreement unless the work includes information that is otherwise controlled by the government (e.g. classified information or other information subject to national security or export control laws or regulations). For scientific, technical, or other copyrighted work based on or containing data first produced under this Agreement, including those works published in academic, technical, or professional journals, symposia proceedings, or similar works, the Recipient grants the government a royalty free, nonexclusive, and irrevocable license to reproduce, display, distribute copies, perform, disseminate, or prepare derivative works, and to authorize others to do so, for government purposes in all such copyrighted works. The Recipient shall affix the applicable copyright notices of 17 U.S.C. 401 or 402, and an acknowledgment of government sponsorship (including award number) to any works first produced under this Agreement.

Data Rights: General Requirements. The Recipient grants the Government a royalty free, nonexclusive, and irrevocable license to reproduce, display, distribute copies, perform, disseminate, or prepare derivative works, and to authorize others to do so, for Government purposes in: Any data that is first produced under this Agreement and provided to the Government; or Any data owned by third parties that is incorporated in data provided to the Government under this Agreement. "Data" means recorded information, regardless of form or the media on which it may be recorded.

The Recipient agrees to include in any sub-award made under this Agreement, the requirements

of the Copyright and Data Rights paragraphs of this article and of 37 CFR 401.14. Recipient agrees to work with the technology transfer component of recipient's institution to engage in technology transfer and commercialization activities associated with recipient's research using the funding received under an assistance agreement issued pursuant to this announcement.

Reporting

Federal Financial Reporting Requirements

1. Financial Reports
 - a. Quarterly Financial Status Reports. The Recipient shall submit a Federal Financial Report (SF 425) to the DHS Grants Officer no later than 30 after the end of the reporting period end date.
 - b. Final Financial Status Report. The Recipient shall submit the Final Financial Status Report (SF 425) to the DHS Grants Officer no later than 90 days after the project period end date.
 - c. Quarterly Federal Financial Reports (Cash Transaction). The Recipient shall submit the FFR (SF 425) Federal Cash Transaction Report to the Department of Health and Human Services, Payment Management System, Smartlink.

The Federal Financial Reporting Form (FFR) is available here:

http://www.whitehouse.gov/sites/default/files/omb/grants/approved_forms/SF-425.pdf, SF-425 OMB #00348-0061

Program Performance Reporting Requirements

2. Performance and Progress Reports
 - a. Performance and Progress Reports will be submitted to the DHS STC Program Officer.
 - b. The Recipient shall submit quarterly Performance Reports within 30 days of the end of each reporting period. Quarterly Progress Reports shall describe accomplishments in terms of the approved project objectives as detailed on POAM or Gantt chart.
 - c. Other Progress Reports will be submitted as required and include operational reports such as exercise after action summaries, deployment summaries, etc. Formats and instructions concerning these reports will be provided by the DNDO STC Implementation Team after award.

Final Performance Reports shall be submitted 90 days after the expiration date of the Performance Period.

Close Out

Within 90 days after the end of the period of performance, or after an amendment has been issued to close out a grant, whichever comes first, recipients must submit a final FFR and final progress report detailing all accomplishments and a qualitative summary of the impact of those accomplishments throughout the period of performance.

If applicable, an inventory of all construction projects that used funds from this program has to be reported using the Real Property Status Report (Standard Form SF 429) available at http://www.whitehouse.gov/sites/default/files/omb/grants/approved_forms/sf-429.pdf.

After these reports have been reviewed and approved by DHS Grant's Officer, a close-out notice

will be completed to close out the grant. The notice will indicate the period of performance as closed, list any remaining funds that will be deobligated, and address the requirement of maintaining the grant records for three years from the date of the final FFR.

The recipient is responsible for returning any funds that have been drawn down but remain as unliquidated on recipient financial records.

G. DHS Awarding Agency Contact Information

Contact and Resource Information

DHS Grants Officer: Janet Bailey, DHS Grants Officer, janet.bailey@hq.dhs.gov, 202-447-0362.

DHS Program Officer: Christopher Magrino, DHS/DNDO STC Program Officer, christopher.magrino@hq.dhs.gov, 202-254-7443.

General STC email address: DNDOSTC@hq.dhs.gov

Component web address: http://www.dhs.gov/xabout/structure/gc_1298579972155.shtm

H. Additional Information

Extensions to this program are allowed.

Extensions will be considered on a case by case basis. An awardee must demonstrate significant operational or procurement issues to be considered for an extension.
