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**UNITED STATES DEPARTMENT OF THE INTERIOR  
U.S. GEOLOGICAL SURVEY**

**Energy Cooperatives to support the National Coal  
Resources Data System  
(NCRDS)**

PROGRAM ANNOUNCEMENT No.  
**XXHQPA000X**

**For Fiscal Years 2010 to 2014**

**ISSUE DATE: November 17, 2009**

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**CLOSING DATE & TIME:**

**January 31, 2010 4:00 p.m. EDT**

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**PAPERWORK REDUCTION ACT STATEMENT:** The Paperwork Reduction Act requires us to tell you why we are collecting this information, how we will use it, and whether or not you have to respond. Your response is required to receive funding. A Federal agency may not conduct or sponsor and you are not required to respond to a collection of

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information unless it displays a currently valid OMB control number. We estimate that it will take an average of 20 hours to complete the application. The average estimated burden associated with writing and submitting required reports is 2 hours for the annual progress report and 15 hours for final technical reports. The burden does not include the time needed to complete Standard Forms associated with the application and reports which have been approved by OMB. You may send comments concerning the burden estimates or any aspect of this information collection to the Information Collection Clearance Officer, U.S. Geological Survey, 2150-C Centre Avenue, Fort Collins, CO 80525.

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### HELP!

For all technical questions about applying through *Grants.gov*, call the *Grants.gov* Help Desk at: 1-800-518-GRANTS

For questions concerning this Program Announcement, please contact Desiree T. Santa, Grant Specialist, at (703)648-7382; dsanta@usgs.gov.

**Energy Cooperatives to support the National Coal Resources  
Data System  
Announcement for Fiscal Years 2010 to 2014  
CFDA 15.819**

**I. Funding Opportunity Description**

The Energy Resources Program (ERP) of the U.S. Geological Survey (USGS) is offering a five-year cooperative agreement opportunity, renewed annually based on available funds, to State agencies and universities that have the ability to provide geologic data and conduct research to support the National Coal Resources Data System (NCRDS) and other solid-fuel energy assessment projects being conducted by the ERP. NCRDS goals are: to collect, interpret, correlate, and evaluate coal and other solid-fuel energy-related stratigraphic, chemical, geotechnical and Geographic Information System (GIS) data; to build and maintain national databases of energy-related stratigraphic and chemical data and disseminate that data to the public; to conduct research on coal and other solid-fuel energy within an environmental and economic context; and to apply results to assessments of both energy resources and energy-derived environmental impacts in the United States.

**II. Award Description**

The total amount of funding available for this Program Announcement is expected to be about \$390,000 annually for fiscal years FY2010 through FY2014, subject to the availability of funds. As of the posting date of this Announcement the Federal appropriations process for FY 2010 was not complete. If changes are required because of the appropriations process, notice will be distributed by the same means as this notice. If no further notice is received, the dates and amounts reported here should be taken as firm.

Individual applications are restricted to a maximum annual funding level of \$15,000. Work performance under these awards must be completed within the five-year cycle from the start date. The start date will be determined by the timing of funds availability and the signing of the award, although July 1, 2010 is the anticipated start date for work proposed under this program announcement. Substantial involvement of the USGS is anticipated to integrate project products into national databases, collaborate in the analysis and publishing of results, and provide final dissemination of the data to the public; therefore awards will be cooperative agreements.

### **III. Eligibility Information**

#### **A. Topic eligibility**

The USGS Energy Resources Program's use of the National Coal Resources Data System (NCRDS) since 1975 has focused on compiling digital information at a national scale on the occurrence and distribution of coal and its chemical attributes. Information is stored in databases, the most active being the US\_Stratigraphy (USTRAT) database - a point source database on coal occurrence that currently has more than 400,000 entries. The USTRAT database provides the geologic knowledge base for coal resource assessments at both Federal and State levels. Priority objectives for USTRAT are to collect, interpret, and correlate stratigraphic coal data, as well as to acquire or generate related chemical and GIS data. Priority GIS data include outcrop, areas of mining, and other relevant societal or environmental energy-related GIS layers. Point-source data from energy exploration activities across the country will continue to be added to USTRAT for compilation in national databases. Historically, the submission of data in a wide range of formats has been problematic and standardization of information on the location, quality, quantity, and availability of U.S. energy resources is necessary. Therefore submittal of digital information under this Announcement must follow data format guidelines provided by the USGS.

Other acceptable application topics include information related to coal beds that can be used to support regional or national studies (such as gas occurrence, gas storage potential, produced gas and water chemical attributes, well completion and production data, and geotechnical data related to coal conversion processes). Also considered are projects that characterize organic-rich shales (i.e. hydrocarbon-, gas-, kerogen-rich shales), through geophysical or seismic data, sample collection for generation of thermal maturity data, and other geologic information that can be used to support resource assessments.

#### **B. Applicant eligibility**

Applicants can be affiliated (but are not required to be affiliated) with State agencies, universities, Tribal governments or organizations. Applications will be accepted from any State agency or university having the ability to conduct research consistent with the Energy Resources Program goals (see 'Application Topic Eligibility' section above). Applicants must not be employed by a U.S. Federal agency.

Discussion and coordination between internal and external researchers is encouraged; however, USGS personnel are prohibited from helping an external organization prepare its application for competitive funding.

Application announcement date: **November 17, 2009**

Applications must be submitted by the closing date of **January 31, 2010**.

All work must be completed by the end of the five-year cycle (dependent on actual project period of performance) and final reports generated within 90 days of completion.

#### **IV. Application Submission Procedure**

A submitter must be registered at <http://www.grants.gov>. Start with the “Get Registered” tab in the menu bar on the left side of the home page. Once registered, go to the “Apply for Grant” tab in the menu bar on the left side of the home page and search for this Program Announcement. You will be required to download free software, the PureEdge Viewer/Adobe Reader. Information and download links are available at [http://www.grants.gov/help/download\\_software.jsp](http://www.grants.gov/help/download_software.jsp)

**Applicants are to submit applications electronically at [http://www.grants.gov /Apply](http://www.grants.gov/Apply), no later than **January 31, 2010 @ 4:00 p.m. EST**. If you have questions concerning the submission process, please contact Laura Mahoney, Grant Specialist, at (703) 648-7344; or [lmahoney@usgs.gov](mailto:lmahoney@usgs.gov). Applicants will receive an email response from the USGS Office of Acquisition and Grants to acknowledge receipt of submitted applications.** Although no changes to the program announcement are anticipated, check back periodically at [www.grants.gov](http://www.grants.gov) to make certain no modifications have been issued.

Applications submitted through [http://www.grants.gov /Apply](http://www.grants.gov/Apply) after the closing date and time may not be considered for award. If it is determined that an application will not be considered due to lateness, the applicant will be so notified immediately.

NOTE: An award grant issued by the USGS Office of Acquisition and Grants is required for the recipient agency to obligate USGS funds. Costs may be incurred only after the receipt of an award signed by the Contracting Officer of the USGS (see ‘Awards Terms and Conditions’ section below).

Submit the following documents and forms:

- 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 organization to the terms of the assistance award.
- Standard Form 424A Budget Information Non-Construction Programs
  - Mandatory form provided in grants.gov
- Standard Form 424B Assurances Non-Construction Programs
  - Mandatory form provided in grants.gov
- Project Narrative
  - For five-year period (see format and content below)
- Budget Breakdown Sheet
  - Attach one sheet for each year to project narrative. Please read section “Budget Sheets” below for more information.
- Negotiated Rate Agreement

- o Most States and universities have an indirect cost rate agreement. They are usually titled “State and Local Rate Agreement” or “Colleges and Universities Rate Agreement.” The document provides the rates approved for use on grants, contracts, and other agreements with the Federal Government that apply to the indirect cost rate listed in the project budget. This should be included as an attachment at the end of the project narrative.
- Mandatory or other optional documents such as letters of support can be submitted as a single file at the end of the project narrative.

## **V. Application Instructions and Format**

Please prepare your application according to the format provided below, following the detailed instructions provided. Following this format ensures that every application contains all essential information and is evaluated equitably. **Failure to follow these guidelines may result in your application not being considered.**

The downloaded PureEdge Viewer will enable applicants to view and complete the following required forms: SF-424, SF-424a, and SF-424b. Instructions are attached to these forms and more detailed instructions follow.

### **A. Completing Forms**

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

Follow instructions provided with SF-424. All blocks in yellow must be filled out or the application submission will be rejected by grants.gov. In addition please note the below:

Item 2. Type of Application - **New**

Item 11. Catalog of Federal Domestic Assistance Number - **15.819. Title – Energy Cooperatives to support the National Coal Resources Data System**

Item 15. Descriptive Title of Applicant's Application - Please make your title both descriptive and unique.

Item 17. Proposed Project Start and End Dates – The start date should be July 1, 2010. The end date should be one day short of five years after the start date, June 30, 2015.

Item 18 Estimated Funding – provide numbers for the five-year total

Item 19. Is Application Subject to Review By State Under Executive Order 12372 Process? **Select C.** Program is not covered by E.O. 12372.

2. SF-424A Budget Information

Follow instructions provided with SF-424A. In addition please note the below:

Section B - Budget Categories

In Column 1 indicate cost category allocation of Federal funds.

In Column 2 indicate cost category allocation of applicant in-kind match.

Section E- Budget Estimates of Federal Funds Needed for Balance of the Project

Fill in federal budget totals for the remaining four years. Funding for future years is dependent on availability.

3. SF-424B Assurances – Non-Construction Programs

Please read the form, which will be pre-populated with the authorized representative information from Grants.gov at the point of submission.

**B. Project Narrative**

1. Cover Sheet

The first page of the application must contain the following information:

Project Title:

Principal Investigator(s) (person we can contact, if needed):

Name:

Name of university, state agency, or other organization:

Address:

Phone:

FAX:

Email:

Total Funds Requested: \$ \_\_\_\_\_

2. Project Text. The text (a-f below, including figures and tables), should be ***no longer than 10 pages*** when printed on letter-size paper, with 1-inch margins and a font size no smaller than 12 points. All geographic-based applications should include an index map showing the location of the proposed study area(s).

**Applications not following these guidelines will not be considered.** Please include the following sections:

- a. Statement of Problem. Give a brief introduction to the research problem or need for the work to be performed.
- b. Objectives. Clearly define goals and objectives of project.
- c. Relevance and Impact. Explain why the work is important. Specify the contribution relative to regional or national energy resource issues.



- d. Work Plan. This section should include a fairly detailed discussion of the work plan, accomplishments schedule, and technical approach. Identify types of data to be generated or collected and the geographic areas and stratigraphic intervals to be covered and the time frame over the multi-year period.
  - e. Prior Work, On-going Work, and Preliminary Results. If relevant, provide a brief summary of findings or outcomes of any prior work you or others have completed in this area. If on-going work is being funded through another source of funds, specify what work is already funded and what work will be conducted with funds requested in this application.
  - f. Planned Products – Dissemination of Findings. List intended product(s) (reports, analyses, digital data, etc.) that will be delivered at the end of the project period to satisfy the Final Technical Report requirement (see ‘Reporting Requirements and Instructions’ section below). Identify customers other than the USGS that would benefit from the results of your research and describe any plan for dissemination of project data and results beyond the requirements for a Final Technical Report.
  - g. References Cited. List all references to which you refer in text and recent references from your past work in the field that the research problem addresses.
  - h. Project Personnel. List the Principal Investigator first, followed by the names and titles of other individuals. Indicate the role for each participant in the project (geologist, geochemist, field assistant, etc.). Include a **brief** vita for each person. Emphasize previous experience in the field of study that the application addresses.
3. Budget Sheets. A budget sheet for each year is required that provides more detail than what is entered under the SF-424A form. In this budget breakdown sheet please separate federal from cost-sharing funds (see ‘In-kind Resource Match’ section below). It is understood that this information is estimated; therefore, prior approval of the Contracting Officer is not required for transfer of funds between direct cost categories when the cumulative amount of the transfers during the performance period does not exceed ten percent (10%) of the total USGS cash award. Prior written approval is required from the Contracting Officer for transfers of funds in excess of the ten percent limitation.

A set cost-sharing percentage for the recipient is not mandated, but a 50 percent match of in-kind services is encouraged and should be denoted within the budget as cost sharing. Please include the following categories for both federal and cost-sharing funds:

- a. Salaries and Wages. List names, titles of positions, and rate of compensation of personnel. If contract employees are hired, include their total time, rate of compensation, job titles, and roles.
- b. Fringe benefits/labor overhead. Indicate the rates/amounts in conformance with normal accounting procedures. Explain what costs are covered in this

category, the basis of the rate computations and audit agency if rates are audit-approved.

- c. Field Expenses. Briefly itemize the estimated travel costs (i.e., number of people, number of travel days, lodging and transportation costs, and other travel costs such as mileage and per diem).
- d. Lab Analyses. Briefly itemize cost of all analytical work. Include geochemical analyses, geotechnical analyses, etc.
- e. Supplies. Enter the cost for all tangible property less than \$5,000 acquisition cost. Separate the cost of office, laboratory, computing, and field supplies.
- f. Equipment. Show the cost of all special-purpose equipment necessary for achieving the objectives of the project. "Special-purpose equipment" means scientific equipment having a useful life of more than 1 year and having an acquisition cost of \$5,000 or more per item. Each item should be itemized and include a full justification and a dealer or manufacturer quote, if available. General-purpose equipment must be purchased from the applicant's operating funds. Title to non-expendable personal property shall be vested solely with the Recipient. Under no circumstances shall property title be vested in a sub-tier recipient. If new equipment is critical for conducting the proposed research, then cost-sharing with the PI's institution or a third party for equipment purchases is encouraged.
- g. Services or consultants. Identify the tasks or problems for which such services would be used. Identify proposed contractors by name (including consultants), the estimated amount of time required, and the quoted rate per day or hour.
- h. Travel (non-field related). State the purpose and destination of the trip and estimate travel costs to show the number of trips required, the number of people traveling, the per diem rates, and the cost of transportation. Calculations of other special transportation costs (such as charges for use of applicant-owned vehicles or vehicle rental costs) should also be shown.
- i. Publication costs. Show the estimated cost of publishing the results of the research, including the final report. Include costs of drafting or graphics, reproduction, page or illustration charges, and a minimum number of reprints. Publication costs covered by the recipient should be included under cost-sharing.
- j. Other direct costs. Itemize the different types of costs not included elsewhere; such as, shipping, computing, equipment-use charges, or other services.
- k. Total Direct Charges. Total of direct charges (a through j) for federal and cost-sharing.
- l. Indirect Charges (Overhead). Indirect cost/general and administrative (G&A) cost. Show the proposed rate, cost base, and proposed amount for indirect costs based on the cost principles applicable to the Applicant's organization. If the Applicant has separate rates for recovery of labor overhead and G&A costs, each charge should be shown. A copy of the negotiated indirect cost rate agreement should be included. Be sure that indirect charges apply only to those direct cost items allowable under the negotiated cost rate agreement.

- Usually, sub-contract direct costs are either excluded from indirect charges, or there is a cap on the amount of subcontract costs eligible for indirect charges.
- m. Amount proposed. Total direct and indirect costs to be requested of the USGS and those that are cost-sharing.
  - n. Multi-year projects. The Applicant shall provide a detailed budget for each of the five years. Future years will depend on availability of funds.

**In-Kind Resource Match**

- Examples of in-kind resource match are: salaries, contract support, student assistance fees, travel expenses, venue costs, software purchase equipment dedicated to the project, computer servers hosting data, production of outreach materials, and indirect costs or overhead charges. All contributions, including cash and third party in-kind, will be accepted as part of the recipients' in-kind match when such contributions meet all of the following criteria:
  - verifiable from the recipients' records.
  - not included as contributions for any other federally-assisted project or program.
  - necessary and reasonable for proper and efficient accomplishment of project or program objectives.
  - allowable under the applicable cost principles.
  - not paid by the Federal Government under another award, except where authorized by Federal statute to be used for cost matching.
  - provided for in the approved budget when required by the Federal awarding agency.
  - Conform to the provision of the appropriate OMB Circular, as applicable.
  
- Unrecovered indirect costs may be included as part of the in-kind match.
  
- Volunteer services furnished by professional and technical personnel, consultants, and other skilled and unskilled labor may be counted as in-kind match if the service is an integral and necessary part of the project. Rates for volunteer services shall be consistent with those paid for similar work in the recipient's organization. In those instances in which the required skills are not found in the recipient organization, rates shall be consistent with those paid for similar work in the labor market in which the recipient competes for the kind of services involved. In either case, paid fringe benefits that are reasonable, allowable, and allocable may be included in the valuation.
  
- Match calculation: For example, with a request for an award of \$5,000 of Federal assistance, a 50% in-kind match contribution by the applicant would be \$2,500 in value for a total of \$7,500 value committed to the project (\$5,000 and \$2,500 Federal and applicant, respectively).

- Applicant must document the amount and type of in-kind resource that will be contributed to the fulfillment of the project and include this information in the detail budget breakdown.
- (The DI-2010 U.S. Department of the Interior Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying is required but is not yet available through Grants.gov. This form will be completed when the grant/cooperative agreement is awarded).

## **VI. Application Evaluation Procedure and Criteria**

Applications will be reviewed by an ad-hoc panel. All reviewers will have expertise in energy resources and familiarity with the objectives of the ERP and NCRDS and will provide a written evaluation.

A set cost-sharing percentage for the recipient is not mandated, but a 50 percent match of in-kind services is encouraged and should be denoted within the budget as cost sharing.

All applications will be considered in accordance with the criteria written below:

### **A. Scientific Quality and Impact**

1. How well does this work (1) advance our understanding of (a) the occurrence, quality, quantity, and environmental characteristics of solid-fuel energy resources, (b) the fundamental processes that create and modify them, or (c) the life cycle of solid –fuel energy materials; or (2) contribute to assessing energy resources; or interpreting the potential environmental impact of development?
2. To what extent does this work contribute to resolution of issues involving the economy, sustainable use, land stewardship, environmental impact, or public health with regard to energy?

### **B. Work Plan and Technical Approach**

1. How clear are the objectives and scientific strategy for completion?
2. How appropriate is the time frame for the proposed scientific objectives?
3. How appropriate are the geographic areas selected for study?
4. How appropriate are the proposed deliverables?

### **C. Experience/Competence of Research Personnel**

1. For previous NCRDS award recipients:
  - a. Was publication or data generation achieved in a timely manner?
  - b. Were reporting requirements from previous NCRDS awards satisfied?
  - c. Was the work completed in a competent fashion?
2. Has the applicant demonstrated (through bibliographic references, previous experience, awards, etc.) that they are capable of doing the proposed research?
3. Has the applicant demonstrated a thorough knowledge of the scientific problem?

**D. Budget Justification and Clarity**

1. Is staff sufficient to accomplish the proposed goals?
2. Are field expenses, supplies, lab work, and other expenses appropriate?
3. Are expenses adequately itemized?
4. Is cost-sharing proposed?

**E. Planned Products and Dissemination of Results**

1. How clearly defined are the final products?
2. How likely are these products to be produced in the proposed time frame with resources requested?
3. What kind of plan is provided for dissemination of the project results to the scientific community and general user community (i.e., appropriate professional organizations; local, State, regional and federal agencies; and the general public)?

**VII. Reporting Requirements and Instructions**

The following reports will be required from all award recipients:

<b>Report</b>	<b>Number of copies and format</b>	<b>Submit to</b>	<b>Due</b>
Final Technical Report	1 Adobe Acrobat PDF file or WORD doc	Technical Officer	On or before 90 days after the expiration of the agreement. See instructions below.
Annual Progress Report (except for final year – replaced by Final Technical Report)	1 Adobe Acrobat PDF file or WORD doc	Technical Officer	Within 30 days of the end of the first year of funding. Second year funding may be contingent on receipt of the report and demonstration of satisfactory progress. See instructions below.
SF-272 Federal Cash Transactions Report	Original + 1	Contracting Officer*	Quarterly, at the end of each FY quarter. See instructions below.
SF-425 Federal Financial Report (replaces SF-269)	Original + 1	Contracting Officer*	On or before 90 working days after the expiration of the agreement. See instructions below.

\* See Agency Contacts section below

## **A. Report Preparation Instructions**

1. Final Technical Report: A final report that summarizes findings or data submittal progress is due within 90 days following the expiration of the grant agreement. Data submittal progress should include the number of points, analyses, or GIS layers and their geographic distribution. The final report may be mailed electronically, but should also be submitted as a PDF file or WORD doc on a CD-ROM or DVD-ROM to:

NCRDS Technical Officer  
(Susan J. Tewalt or Joseph A. East)  
U.S. Geological Survey  
956 National Center  
12201 Sunrise Valley Drive  
Reston, VA 20192

### **Format for Final Technical Report**

- a. Title page must contain the following information:
  - Award number
  - Name of principal investigator(s)
  - Title of the report
  - Date of report
  - Statement that reads as follows:  
*“Research supported by the U.S. Geological Survey (USGS), Department of the Interior, under USGS award number [recipient insert award number]. The views and conclusions contained in this document are those of the authors and should not be interpreted as necessarily representing the official policies, either expressed or implied, of the U.S. Government.”*
- b. It is recommended that the final report follow the format used by the USGS for Open-File Reports (WORD template available on the NCRDS WIKI or through the USGS Technical Officer). Any figures, tables, or equations should be embedded in the report and included in the PDF or WORD file. Provide alternative text for each figure, table, and equation; this text, combined with the caption or title, should convey to the non-sighted person what the image or equation conveys to the sighted person.
- c. The report should contain a list of citations for all publications (including abstracts) that may have resulted from work funded by the USGS. Publication means any book, report, photograph, map, chart, or recording published or disseminated to the scientific community. Preprints of any articles submitted for publications can be accepted as final reports. All publications that contain work performed during the project period shall include the following statements:

*“Research supported by the U.S. Geological Survey (USGS), Department of the Interior, under USGS award number (recipient, insert award number). The views and conclusions contained in this document are those of the authors and should not be interpreted as necessarily representing the official policies, either expressed or implied, of the U.S. Government.”*

2. Progress Report: Recipients shall submit an annual report that summarizes the progress of the project during the funding period. Work that was proposed for the first year should have been completed in that year. Page 1 of the report should include (a) the award number, (b) the Principal Investigator’s name, and (c) the title of the research project. The progress report shall consist of accomplishments, unanticipated problems encountered, plans for solving unanticipated problems, and any other information pertinent to the progress of the project. Funding not expended by the award recipient during the year must also be explained in the Progress Report. The Progress Report should be submitted as an Adobe Acrobat PDF file or WORD document via e-mail attachment to the USGS Technical Officer with “Progress Report for NCRDS award [recipient insert award number]” in the subject line.

3. Financial Reporting Requirements

The Required reports:

Report/Document	No. of Copies	Submit to	Due Date
SF-272 “Federal Cash Transactions Report”	1	See Paragraph C.1. Listed Below	Quarterly, at end of FY quarter
SF-425 “Federal Financial Report”	1	See paragraph C.2. Listed Below	90 days after completion date

**C. Cash Management and Financial Reporting Requirements**

1. STANDARD FORM 272, FEDERAL CASH TRANSACTIONS REPORT (or its successor SF 425, Federal Financial Report) is required quarterly for each PMS/ASAP subaccount. Quarterly reports are due 45 days after the end of each fiscal quarter until the final Federal Financial Report is submitted. Instructions for submitting SF 272/SF 425 can be found at the PMS website:

[http://www.dpm.psc.gov/grant\\_recipient/psc\\_272\\_reports/psc\\_272\\_reports.aspx?explorer.event=true](http://www.dpm.psc.gov/grant_recipient/psc_272_reports/psc_272_reports.aspx?explorer.event=true)

On and after APRIL 1, 2010 (or as notified by the Contracting Officer), the SF 425 Federal Financial Report must be submitted by mail to the Contracting Officer at the address shown in Block 5 of the award form.

If after 45 days, recipient has not submitted a report, the account will be placed in a manual review status. Funds may be withheld for accounts with delinquent reports.

## 2. FINAL FEDERAL FINANCIAL REPORT.

a. The recipient will liquidate all obligations incurred under the award and submit a final STANDARD FORM 425, FEDERAL FINANCIAL REPORT (which replaces the current SF 269, Financial Status Report) no later than 90 calendar days after the grant/cooperative agreement completion date. Recipient will promptly return any unexpended federal cash advances or will complete a final draw from PMS/ASAP to obtain any remaining amounts due. Once 120 days has passed since the grant/agreement completion date, the PMS/ASAP subaccount for this award may be closed by USGS at any time.

b. Subsequent revision to the final SF 425 will be considered only as follows -

(i) When the revision results in a balance due to the Government, the recipient must submit a revised final Federal Financial Report (SF 425) and refund the excess payment whenever the overcharge is discovered, no matter how long the lapse of time since the original due date of the report.

(ii) When the revision represents additional reimbursable costs claimed by the recipient, a revised final SF 425 may be submitted to the Contracting Officer with an explanation. If approved, the USGS will either request and pay a final invoice or reestablish the PMS/ASAP subaccount to permit the recipient to make a revised final draw. Any revised final report representing additional reimbursable amounts must be submitted no later than 1 year from the due date of the original report, i.e., 15 months following the agreement completion date. USGS will not accept any revised SF 425 covering additional expenditures after that date and will return any late request for additional payment to the recipient.

## VIII. Agency Contacts

### A. Grants.gov

For technical questions concerning the application process at *Grants.gov*:

*Grants.gov* Help Desk at: 1-800-518-GRANTS

### B. Program Announcement

Direct questions concerning this Program Announcement to:

Desiree T. Santa, Grant Specialist

U.S. Geological Survey - HQ

Office of Acquisition and Grants

National Center, Mail Stop 205G

Reston, VA 20192

Phone: (703) 648-7382

E-Mail: [dsanta@usgs.gov](mailto:dsanta@usgs.gov)



### **C. National Coal Resources Data System**

Direct questions for contents, goals, and objectives of the NCRDS program to:

Susan J. Tewalt  
U.S. Geological Survey  
Mail Stop 956  
12201 Sunrise Valley Drive  
Reston, Virginia 20192  
Email: [stewart@usgs.gov](mailto:stewart@usgs.gov)  
Phone: 703-648-6437  
Fax: 703-648-6419

## **IX. Award Terms and Conditions**

### **A. Notification**

The contact person listed on the first page of the SF-424 will be notified via postal mail whether or not a proposal was selected for award or an explanation as to why it was not selected. The formal authorizing notice of award will come from the USGS Grants Specialists in the form of the Assistance Award document. This document contains the project start and end dates, the funding amount, and all the administrative details for the project. When this is received the project can commence.

### **B. Method of Payment**

1) Until APRIL 1, 2010 (or until notified by the Contracting Officer), the U. S. Geological Survey (USGS) is using the Department of Health and Human Services (HHS) Payment Management System (PMS) to provide electronic invoicing and payment for assistance award recipients.

(i) The Recipient agrees that it has established or will establish an account with PMS. With the award of each grant/cooperative agreement, a sub-account will be set up from which the Recipient can draw down funds. The sub-account number will be shown in Block 4 of the face page of each award or modification.

(ii) Instructions for obtaining payments will be provided to the recipients by HHS. Inquiries regarding payment should be directed to:

Division of Payment Management  
Department of Health and Human Services  
P. O. Box 6021  
Rockville, MD 20852  
[www.dpm.psc.gov](http://www.dpm.psc.gov)  
Raynette Robinson (301) 443-9180

2) On and after APRIL 1, 2010 (or as notified by the Contracting Officer), the USGS is using the Department of the Treasury Automated Standard Application for Payments (ASAP) to provide electronic invoicing and payment for assistance award recipients.

(i) The Recipient agrees that it has established or will establish an account with ASAP. With the award of each grant/cooperative agreement, a sub-account will be set up from which the Recipient can draw down funds. The sub-account number will be shown in Block 4 of the face page of each award or modification.

(ii) Instructions for obtaining payments will be provided to the recipients by ASAP. Inquiries regarding payment should be directed to:

[www.asap.gov](http://www.asap.gov)

<b>Regional Financial Center</b>	<b>Time Zone</b>	<b>Phone Number</b>	<b>Business Hours</b>	<b>Mailing Address</b>
<b>Philadelphia</b>	Eastern	(215) 516-8021	7:30 a.m - 4:00 p.m.	P.O. Box 51317 Philadelphia, PA 19115-6317
<b>Kansas City</b>	Central	(816) 414-2100	7:30 a.m - 4:00 p.m.	P.O. Box 12599-0599 Kansas City, MO 64116-0599
<b>San Francisco</b>	Mountain or Pacific	(510) 594-7182	7:30 a.m - 4:00 p.m.	P.O. Box 24700 Oakland, CA 94623-1700

b. Payments may be drawn in advance only to meet immediate cash disbursement needs.

**C. No-cost extensions to the project period**

No-cost extensions will be allowed for extenuating circumstances only. The timely conduct of funded projects is of great importance to the achievement of the goals of the ERP. Applicants should consider their time commitments at the time of applying for a grant. Requests for no-cost extensions will be considered on a case-by-case basis. Applicants should supply documentation supporting their request for an extension.

#### **D. Dissemination of results**

The Principal Investigator is strongly encouraged to disseminate research results promptly to the scientific community and appropriate professional organizations; local, state, regional and federal agencies; and the general public. Research findings should be published in scientific or technical journals, in a peer-reviewed form.

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--End of Program Announcement No. **XXHQPA000X**--