



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: July 23, 2025
Subject: Grant Request - JFO #3261

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration. This request is being held for the Joint Fiscal Committee meeting scheduled for July 31, 2025.

JFO #3261: \$63,212.00 to the VT Agency of Natural Resources, Department of Environmental Conservation from the U.S. Department of the Interior. Funds to inventory landslides in ten (10) VT counties, for the purpose of predicting future landslides. Four (4) VT counties have had previous assessments. Funding will primarily support an existing staff member hired to serve as a landslide hazards expert. The department will contribute \$2,880.00 in already budgeted funds toward the project. *[Received July 22, 2025]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions *by Tuesday, July 29, 2025*.

**State of Vermont**

Department of Finance & Management
109 State Street, Pavilion Building
Montpelier, VT 05620-0401

Agency of Administration

[phone] 802-828-2376

STATE OF VERMONT FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary:		These funds will be used to map landslides in 10 counties in Vermont.			
Date:		7/15/2025			
Department:		Department of Environmental Conservation			
Legal Title of Grant:		Landslide Hazard Mapping and Assessment Program			
Federal Catalog #:		15.821			
Grant/Donor Name and Address:		U.S. Department of Interior - U.S. Geological Survey 12201 Sunrise Valley Drive, MS205 Reston, VA 20192			
Grant Period:		From:		To:	
		7/1/2025		6/30/2026	
Grant/Donation		63,212			
	SFY 1	SFY 2	SFY 3	Total	Comments
Grant Amount:	\$63,212	\$	\$	\$63,212	
Position Information:		# Positions	Explanation/Comments		
		0			
Additional Comments:		The federal grant for this effort is \$63,212 and there is \$2,280 in State funds that will be used towards supporting this effort.			
Department of Finance & Management		<div style="display: flex; justify-content: space-between;"> <div> Adam Greshin <small>Digitally signed by Adam Greshin DN: cn=Adam Greshin, o=State of Vermont, ou=Department of Finance & Management, email=agreshin@state.vt.us</small> <i>Nick Kramer</i> <small>E710487A28FB404...</small> </div> <div> (Initial) (Initial) </div> </div>			
Secretary of Administration		<div style="display: flex; justify-content: space-between;"> <div> Anna Reinold <small>REVIEWED By Anna Reinold at 1:51 pm, Jul 22, 2025</small> </div> <div> Date </div> </div>			
Sent To Joint Fiscal Office					



MEMORANDUM

TO: SARAH CLARK, SECRETARY, AGENCY OF ADMINISTRATION

TO: ADAM GRESHIN, COMMISSIONER, DEPARTMENT OF FINANCE & MANAGEMENT

THROUGH: TIMOTHY METAYER, BUDGET AND MANAGEMENT ANALYST, AGENCY OF ADMINISTRATION

THROUGH: TRACY LAFRANCE, FINANCE DIRECTOR, DEC FINANCIAL OPERATIONS

FROM: JASON BATCHELDER, COMMISSIONER, DEPARTMENT OF ENVIRONMENTAL CONSERVATION

SUBJECT: AA-1 STATE OF VERMONT REQUEST FOR GRANT SPENDING

DATE: JULY 7, 2025

DS
tl

Initial
JB

Please see attached AA-1 Request for Grant Acceptance Form for the U.S.G.S. FY25 Vermont Geological Survey Landslide Hazard Mapping and Assessment (LSLIDE). This form requests authorization for the Agency of Natural Resources, Department of Environmental Conservation (VTDEC), to spend the federally secured grant #G25AP00229 awarded on 6/6/2025 totaling \$63,212.00.

The Vermont Geological Survey (VGS) received funds to prepare comprehensive landslide inventories for the 10 counties in Vermont that currently lack this information in Vermont. The motivation for this work is two-fold: First, in Vermont, an inventory of *past* landslides currently serves as our greatest asset in predicting *future* landslide events. This has been recognized in the four counties with comprehensive LiDAR-based inventories, and a complete inventory has been requested by multiple end-users. Second: Vermont has a long-term goal of building a statewide landslide susceptibility map, and a comprehensive statewide inventory will be necessary for building, calibrating, and validating this model. The deliverables associated with the proposed landslide inventory primarily include a GIS database of all mapped landslides as well as a final technical report outlining the methods and results of this effort. These will be available on our website along with an interactive webmap which will allow data users to visualize newly mapped landslide locations identified from the inventory mapping effort. By providing these materials on the VGS website, we intend to benefit many end users including: Vermont Emergency Management, Vermont's Regional Planning Commissions, the geotechnical consulting community, academic researchers, the United States Geological Survey, and the public at large. Ultimately, we hope that our comprehensive inventory and susceptibility modeling will support emergency response and prediction and inform Vermonters of landslide risks.

If you have any questions regarding this request, please do not hesitate to contact Tracy LaFrance at 802-498-7074.

Thank you in advance for your time.

STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION				
1. Agency:		Agency of Natural Resources		
2. Department:		Department of Environmental Conservation		
3. Program:		FY25 Vermont Geological Survey Landslide Hazard Mapping and Assessment.		
4. Legal Title of Grant:		Landslide Hazard Mapping and Assessment Program		
5. Federal Catalog #:		15.821		
6. Grant/Donor Name and Address: U.S. Department of Interior - U.S. Geological Survey 12201 Sunrise Valley Drive, MS205 Reston, VA 20192				
7. Grant Period:		From:	7/1/2025	To: 6/30/2026
8. Purpose of Grant: The purpose of this grant is to map landslides in 10 counties in Vermont. The presence of existing landslide features supports assessment and susceptibility analyses for present-day hazards. This has been demonstrated time and again for the 4 counties that have already been inventoried. With this grant, we will leverage Vermont's new (2023) high-resolution, statewide LiDAR dataset to compile a comprehensive inventory for the remaining 10 counties. With the full state inventoried, we will have the proper dataset to subsequently build, calibrate, and validate a landslide susceptibility model, which is funded by a separate grant from FEMA.				
9. Impact on existing program if grant is not Accepted: If we do not accept these funds, we will remain far behind in our landslide awareness and limit our understanding of the distribution of hazards at a time when storm intensity and resulting slope instability are predicted to increase. It will also significantly diminish the quality and reliability of our landslide susceptibility model. From a funding perspective, it will compromise one year of planned funding for one staff member who was hired primarily to serve as a landslide hazards expert tasked with landslide mapping and assessment as well as coordinating with our partners at Vermont Emergency Management.				
10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 26	FY	FY	
Personal Services	\$44,072	\$	\$	
Operating Expenses	\$8,385	\$	\$	
Grants	\$13,635	\$	\$	
Total	\$66,092	\$	\$	
Revenues:				
State Funds:	\$	\$	\$	
Cash	\$	\$	\$	
In-Kind	\$2,880	\$	\$	
Federal Funds:	\$63,212	\$	\$	
(Direct Costs)	\$	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$	\$	\$	
Other Funds:	\$	\$	\$	
Grant (source)	\$	\$	\$	

STATE OF VERMONT REQUEST FOR GRANT (*) ACCEPTANCE (Form AA-1)

Total	\$66,092	\$	\$	
Appropriation No:	6140020000	Amount:	\$66,092	
			\$	
		Total	\$66,092	

PERSONAL SERVICE INFORMATION

11. Will monies from this grant be used to fund one or more Personal Service Contracts? ☐ Yes ☒ No
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.

Appointing Authority Name: _____ Agreed by: _____ (initial)

12. Limited Service Position Information:	# Positions	Title
Total Positions		

12a. Equipment and space for these positions: ☐ Is presently available. ☐ Can be obtained with available funds.

13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: <small>Signed by:</small> <i>Jason Batthelder</i>	Date: 7/7/2025
	Title: Commissioner	
	Signature:	Date:
	Title:	

14. SECRETARY OF ADMINISTRATION

NK		(Secretary or designee signature)	<small>Signed by:</small> <i>Nick Kramer</i> <small>E710487A28FB404</small>	<small>Date:</small> 7/16/2025 11:57:38 E
<input type="checkbox"/> Approved:				

15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted		
<input type="checkbox"/>	Rejected	<small>(Governor's Signature)</small>	<small>Date:</small> 7/21/25

16. DOCUMENTATION REQUIRED

Required GRANT Documentation	
<input checked="" type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input checked="" type="checkbox"/> Notice of Award <input checked="" type="checkbox"/> Grant Agreement <input checked="" type="checkbox"/> Grant Budget	<input type="checkbox"/> Notice of Donation (if any) <input type="checkbox"/> Grant (Project) Timeline (if applicable) <input type="checkbox"/> Request for Extension (if applicable) <input type="checkbox"/> Form AA-1PN attached (if applicable)

End Form AA-1

(*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).

1. DATE ISSUED MM/DD/YYYY		1a. SUPERSEDES AWARD NOTICE dated	
06/06/2025		except that any additions or restrictions previously imposed remain in effect unless specifically rescinded	
2. ASSISTANCE LISTING NUMBER			
15.821 - Landslide Hazard Mapping and Assessment Program			
3. ASSISTANCE TYPE Project Grant			
4. GRANT NO. G25AP00229-00		5. TYPE OF AWARD	
Originating MCA #		Research	
4a. FAIN G25AP00229		5a. ACTION TYPE New	
6. PROJECT PERIOD MM/DD/YYYY		MM/DD/YYYY	
From 07/01/2025		Through 06/30/2026	
7. BUDGET PERIOD MM/DD/YYYY		MM/DD/YYYY	
From 07/01/2025		Through 06/30/2026	

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)
National Landslide Preparedness Act of 2021, Public Law 116 – 323

8. TITLE OF PROJECT (OR PROGRAM)	
FY25 Vermont Geological Survey Landslide Hazard Mapping and Assessment.	
9a. GRANTEE NAME AND ADDRESS	9b. GRANTEE PROJECT DIRECTOR
DEPARTMENT OF ENVIRONMENTAL CONSERVATION VERMONT 1 National Life Drive Main 2 Montpelier, VT, 05620-0001	Benjamin Dejong 1 National Life Drive Montpelier, VT, 05620-3522 Phone: 802-461-5235
10a. GRANTEE AUTHORIZING OFFICIAL	10b. FEDERAL PROJECT OFFICER
Jason Batchelder 1 National Life Drive Davis 3 Montpelier, VT, 05620-0001 Phone: 8025228024	Stephen Slaughter Box 25046, MS 966 Denver, CO, 80225 Phone: 720-483-3945

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)		12. AWARD COMPUTATION	
I Financial Assistance from the Federal Awarding Agency Only		a. Amount of Federal Financial Assistance (from item 11m) \$ 63,212.00	
II Total project costs including grant funds and all other financial participation II		b. Less Unobligated Balance From Prior Budget Periods \$ 0.00	
a. Salaries and Wages\$ 22,086.00		c. Less Cumulative Prior Award(s) This Budget Period \$ 0.00	
b. Fringe Benefits\$ 17,218.00		d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$ 63,212.00	
c. Total Personnel Costs\$ 39,304.00		13. Total Federal Funds Awarded to Date for Project Period \$ 63,212.00	
d. Equipment\$ 0.00		14. RECOMMENDED FUTURE SUPPORT	
e. Supplies\$ 568.00		(Subject to the availability of funds and satisfactory progress of the project):	
f. Travel\$ 4,200.00		YEAR TOTAL DIRECT COSTS YEAR TOTAL DIRECT COSTS	
g. Construction\$ 0.00		a. 2 \$ d. 5 \$	
h. Other\$ 15,812.00		b. 3 \$ e. 6 \$	
i. Contractual\$ 0.00		c. 4 \$ f. 7 \$	
j. TOTAL DIRECT COSTS → \$ 59,884.00		15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:	
k. INDIRECT COSTS \$ 6,208.00		a. DEDUCTION	
l. TOTAL APPROVED BUDGET \$ 66,092.00		b. ADDITIONAL COSTS	
m. Federal Share \$ 63,212.00		c. MATCHING	
n. Non-Federal Share \$ 2,880.00		d. OTHER RESEARCH (Add / Deduct Option)	
		e. OTHER (See REMARKS)	
		b	
		16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:	
		a. The grant program legislation	
		b. The grant program regulations.	
		c. This award notice including terms and conditions, if any, noted below under REMARKS.	
		d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.	
		In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.	

REMARKS (Other Terms and Conditions Attached - ☒ Yes ☐ No)
See next page

GRANTS MANAGEMENT OFFICIAL:

Sherri Bredesen, Chief, National Grants Branch
National Center 12201 Sunrise Valley Drive
205
Reston, VA, 20192
Phone: 703-648-7485

17. VENDOR CODE			0071002937		18a. UEI NYZQQ61KSAN8		18b. DUNS 809800303		19. CONG. DIST.		00	
LINE#	FINANCIAL ACCT		AMT OF FIN ASST		START DATE		END DATE		TAS ACCT		PO LINE DESCRIPTION	
1	0054003460-00010		\$63,212.00		07/01/2025		06/30/2026		0804		LHP Grant - Vermont	

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 2	DATE ISSUED 06/06/2025
GRANT NO. G25AP00229-00	

REMARKS:

Issuing Office:

U.S. Geological Survey
Office of Acquisition and Grants
12201 Sunrise Valley Drive, MS205
Reston, VA 20192
Amber Brazil, Grant Specialist
Phone: (703) 648-7477
Email: abrazil@usgs.gov

USGS Program Officer:

Stephen L. Slaughter
Associate Program Coordinator for Landslide Hazards
Box 25046, MS 966
Denver CO 80225
Phone: 720-483-3945
Email: sslaughter@usgs.gov

Principal Investigator:

Benjamin DeJong
Vermont Geological Survey
1 National Life Drive, Davis 4
Montpelier, VT 05620
Phone: 802-461-5235
Email: Benjamin.dejong@vermont.gov

AWARD ATTACHMENTS

DEPARTMENT OF ENVIRONMENTAL CONSERVATION VERMONT

G25AP00229-00

1. Terms and Conditions

SPECIAL TERMS AND CONDITIONS

LANDSLIDE HAZARDS MAPPING AND ASSESSMENT PROGRAM

OFFER AND ACCEPTANCE:

The United States of America, acting by and through the U.S. Geological Survey (USGS), hereby offers a Grant to the Recipient (see page 1, block 9a. titled *Grantee Name and Address*) which will be identified as the “recipient” throughout the remainder of this document.

Acceptance of a federal financial assistance award from the Department of the Interior (DOI) carries with it the responsibility to be aware of and comply with the terms and conditions of the award. Acceptance is defined as the start of work, drawing down funds, or accepting the award by signature or electronic means. Awards are based on the application submitted to and approved by DOI and are subject to the terms and conditions incorporated either directly or by reference below.

SECTION A – PROJECT DESCRIPTION

A.1 Project Description

The USGS Cooperative Landslide Hazard Mapping and Assessment Program reflects the National Landslide Preparedness Act (Public Law 116-323) and the National Strategy for Landslide Loss Reduction (Godt et al., 2022), which support the mission of the USGS Landslide Hazards Program (LHP) to reduce loss of lives and property from landslides and improve public safety and community resilience of the Nation. Projects funded under this grant program support the following four goals established by the National Landslide Hazards Reduction Program: 1) identify and understand landslide hazards and risks; 2) reduce losses from landslides; 3) protect communities at risk of landslide hazards; and 4) help improve communication and emergency preparedness, including by coordinating with communities and entities responsible for infrastructure that are at risk of landslide hazards. To achieve these objectives, projects funded under this Program will focus on landslide hazard mapping and assessment, planning, coordination, education, and outreach.

A.2 USGS Involvement

There will be no substantial involvement by the USGS in the recipient’s performance of this agreement.

SECTION B – FUNDING AND AWARD PERIODS

B.1 Funding

- a) The total estimated cost of the USGS share for the performance of this agreement is located on page 1, block 13 titled *Total Federal Funds Awarded to Date for Project Period*.
- b) The amount of federal funds obligated under this agreement shall be available for payment of costs incurred by the recipient in performance of this agreement (see page 1, block 7 titled *Budget Period*). In no event shall costs be incurred in performance of this agreement in excess of the funds currently obligated (see page 1, block 13 titled *Total Federal Funds Awarded to Date for Project Period*).

B.2 Award Period

The initial budget period is located on page 1, block 7 titled *Budget Period*. The total project period is located on page 1, block 6 titled *Project Period*.

B.3 Pre-Agreement Costs

The recipient is not authorized to incur costs prior to the award of this agreement. Costs incurred prior to the award of this agreement are not allowable.

SECTION C - DELIVERABLES

C.1 Progress Reports

- a) The recipient must submit annual progress reports electronically through GrantSolutions (<https://home.grantsolutions.gov/home/>) or via e-mail to the USGS Program Officer and one copy of the transmittal letter to the USGS Grants Management Official within 90 calendar days after the agreement year (i.e., 12 months after the approved effective date of the agreement and every 12 months thereafter until the expiration date of the agreement.). For agreements with a total anticipated performance period of twelve months (12) months or less, only a final technical report will be required. A progress report is not required in the final budget year, unless the recipient requests an extension to the project period.
- b) The progress reports shall include the following information:

- (i) A comparison of actual accomplishments to the objectives of the agreement established for the budget period and overall progress in response to the performance metrics.
 - (ii) The reasons why established goals were not met, if appropriate.
 - (iii) Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or high unit costs.
 - (iv) An outline of anticipated activities and adjustments to the program during the next budget period.
- c) Between the required reporting dates, events may occur which have significant impact upon the project or program. In such cases, the recipient shall inform the USGS as soon as the following types of conditions become known:
 - (i) Problems, delays, or adverse conditions which will materially impair the ability to meet the objective of the agreement. This disclosure must include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.
 - (ii) Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

C.2 Final Technical Report

- a) The Recipient must submit the final technical report electronically through GrantSolutions (<https://home.grantsolutions.gov/home/>) or via e-mail to the USGS Program Officer and one copy of the transmittal letter to the USGS Grants Management Official. The final performance report will be due 90 calendar days after the period of performance end date.
- b) The final technical report shall document and summarize the results of Recipient's work. The report shall include a quantitative description of activities and overall progress in response to the performance metrics which documents and summarizes the results of the entire agreement. The final report shall include tables, graphs, diagrams, sketches, etc., as required to explain the results achieved under the agreement. The report shall also include recommendations and conclusions based upon both the experience and the results obtained.

C.3 Annual Financial Reports

- a) The Recipient must submit an annual SF 425, Federal Financial Report, for each individual USGS award. The SF 425 is available at grants.gov/forms/forms-repository/post-award-reporting-forms. The SF 425 will be due within 90 days following the end of the annual period or within 90 days following the end of each annual period coinciding with the award start date.

- b) The SF 425 must be submitted electronically through GrantSolutions (<https://home.grantsolutions.gov/home/>) or by e-mail to SF425@usgs.gov with a cc to the USGS Grants Management Official. Recipient must include the USGS award number (see page 1, block 4 titled: Grant No.) in the subject line of all e-mail correspondence. If, after 90 days, recipient has not submitted a report, the recipient's account in Automated Standard Application for Payments (ASAP) will be placed in a manual review status until the report is submitted.

C.4 Final Financial Report

- a) The Recipient will liquidate all obligations incurred under the award and submit a final SF 425, Federal Financial Report in accordance with C.3.b. no later than 120 calendar days after the agreement completion date.
- b) Recipient will promptly return any unexpended federal cash advances or will complete a final draw from ASAP to obtain any remaining amounts due. Once 120 days has passed since the agreement completion date, USGS shall unilaterally de-obligate federal funds as reflected in the final SF 425.
- c) 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 SF 425, Federal Financial Report, 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 USGS Grants Management Official with an explanation. If approved, the USGS will either request and pay a final invoice or reestablish the 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.

C.5 Publications

a) **Acknowledgment of Support**

Recipient is responsible for assuring that an acknowledgment of USGS support:

- 1) is made in any publication (including World Wide Web pages) of any material based on or developed under this agreement, in the following terms:

This material is based upon work supported by the U.S. Geological Survey under Grant/Cooperative Agreement No. (see page 1, block 4 titled: *Grant No.*).

- 2) is orally acknowledged during all news media interviews, including popular media such as radio, television and news magazines.

b) Disclaimer

Recipient is responsible for assuring that every publication of material (including World Wide Web pages) based on or developed under this agreement, contains the following disclaimer:

The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Geological Survey. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Geological Survey.

c) USGS Logo

Use of the USGS logo (also known as "visual identity" or "identifier") constitutes the recipient's agreement to and acceptance of the following terms:

- The USGS identifier is trademarked and not in the public domain.
- Use of the trademarked USGS identifier is authorized by USGS for use only by recipients of USGS funding.
- Use is authorized on information products that result from research funded by the financial assistance award.
- Use the USGS identifier for any other purpose without written permission from USGS is prohibited; doing so constitutes trademark infringement.
- Recipient will adhere to the design requirements, which are as follows:
 - The USGS identifier must appear in black, white, or green only.
 - The USGS identifier cannot be modified in any way except for proportional sizing.
 - The USGS identifier should appear at the same size as logos of other agencies, if any.
 - If used on a digital product, the USGS identifier should link to www.usgs.gov

d) Publication

Publication of the results of any project carried out under this assistance award is authorized in professional journals, trade magazines, or may be made by the USGS. Such manuscripts or publications submitted to journals or professional publications for publication shall be accompanied by the following notation:

This manuscript is submitted for publication with the understanding that the United States Government is authorized to reproduce and distribute reprints for Governmental purposes.

e) Copies for USGS

Recipient is responsible for assuring that the USGS Project Office is provided a digital version, preferably as a MS Word DOCx file, of every accepted manuscript upon acceptance for publication by the journal.

f) Department of the Interior Requirements

Two copies of each publication produced under a grant or cooperative agreement shall be sent to the Natural Resources Library with a transmittal that identifies the sender and the publication. These copies can be in print or digital format. If a publication in a born-digital document only available online, a digital copy or a link to where the publication may be available on the Internet must be sent to <Library@ios.doi.gov>. The address of the library is:

U.S. Department of the Interior Library
1849 C Street, NW, Room 1151, MS 1151
Washington, DC 20240

SECTION D – ASSISTANCE ADMINISTRATIVE DATA

D.1 Assistance Administration

This agreement will be administered by:

Amber Brazil
Grants Specialist
U.S. Geological Survey
Office of Acquisition and Grants
12201 Sunrise Valley Drive, MS 205
Reston, VA 20192
703-648-7477
abrazil@usgs.gov

Written communications shall make reference to the assistance award number and shall be mailed (or emailed) to the above address.

D.2 Payment

Payments under financial assistance awards must be made using the Department of the Treasury Automated Standard Application for Payments (ASAP) system (www.asap.gov).

- a) The recipient agrees that it has established or will establish an account with ASAP. USGS will initiate enrollment in ASAP. If the recipient does not currently have an ASAP account, they must designate an individual (name, title, address, phone and e-mail) who will serve as the Point of Contact (POC).
- b) With the award of each grant/cooperative agreement, a sub-account will be set up from which the recipient can draw down funds. After recipient's complete enrollment in ASAP and link their banking information to the USGS ALC (14080001), it may take up to 10 days for sub-accounts to be activated and for funds to be authorized for drawdown in ASAP.
- c) Inquiries regarding payment should be directed to ASAP at 855-868-0151.
- d) Payments may be drawn in advance only as needed to meet immediate cash disbursement needs.

D.3 Revisions and Prior Approvals

Modifications to this agreement shall generally be executed by mutual written consent of the parties, with the exception of certain purely administrative changes that may be executed unilaterally by the USGS. Recipients may make certain limited budgetary and programmatic changes without prior USGS approval as outlined in 2 CFR 200.308 and 200.407. Any proposed change which requires prior written approval of the USGS shall be submitted in writing to the address at D.1 at least thirty (30) days prior to the requested effective date of the proposed change. The USGS will respond to the change request within thirty (30) days of receipt.

- a) Extensions. Recipients are specifically advised that requests for extension or other change to the budget or project period(s) require prior written approval. Such requests must be submitted as outlined above and be accompanied by a statement supporting the extension and a revised budget (if necessary) indicating the planned use of all unexpended funds during the proposed extension period. A revised budget is not required for no cost extensions.
- b) Transfer of Funds. Recipients are specifically advised that prior written approval of the USGS Grants Management Official is not required for transfer of funds between direct cost categories when the cumulative amount of the transfer during the performance period does not exceed ten percent (10%) of the total USGS award. Prior written approval is required from the USGS Grants Management Official for transfers of funds in excess of the ten percent limitation.
- c) Carry Forward of Funds. Recipients are specifically advised that prior written approval by the USGS Grants Management Official is required to carry forward unobligated balances to subsequent budget periods. It is expected that funds be expended during the budget period

for which they are obligated. The request must include the amount of funds to be carried over, why the carry-over of funds is necessary, and for how long the funds should be carried over.

SECTION E - GENERAL PROVISIONS

E.1 Department of the Interior General Terms and Conditions

The recipient shall be subject to the Department of the Interior General Terms and Conditions which are incorporated herein by reference and available on the Internet at: [DOI General Terms and Conditions | U.S. Department of the Interior](https://www.doi.gov/grants/doi-standard-terms-and-conditions): <https://www.doi.gov/grants/doi-standard-terms-and-conditions>

E.2 Additional Terms and Conditions

a) Research Integrity

- 1) USGS requires that all grant or cooperative agreement recipient organizations adhere to the federal policy on Research Misconduct, Office of Science and Technology Policy, December 6, 2000, 65 Federal Register (FR) 76260. The federal policy on research misconduct outlines requirements for addressing allegations of research misconduct, including the investigation, adjudication, and appeal of allegations of research misconduct and the implementation of appropriate administrative actions.
- 2) The recipient must promptly notify the USGS Project Office when research misconduct that warrants an investigation pursuant to the federal policy on research misconduct is alleged.
- 3) Scientific integrity is vital to Departmental activities under which scientific research, data, summaries, syntheses, interpretations, presentations, and/or publications are developed and used. Failure to uphold the highest degree of scientific integrity will result not only in potentially flawed scientific results, interpretations, and applications but will damage the Department's reputation and ability to uphold the public's trust. All work performed must comply with the Department Scientific Integrity Policy posted to <http://www.doi.gov>, or its equivalent as provided by their organization or State law.

b) Data Availability

- 1) Applicability. The Department of the Interior is committed to basing its decisions on the best available science and providing the American people with enough information to thoughtfully and substantively evaluate the data, methodology, and analysis used by the Department to inform its decisions.

- 2) Use of Data. The regulations at 2 CFR 200.315 apply to data produced under a federal award, including the provision that the Federal Government has the right to obtain, reproduce, publish, or otherwise use the data produced under a federal award as well as authorize others to receive, reproduce, publish, or otherwise use such data for federal purposes.
- 3) Availability of Data. The recipient shall make the data produced under this award and any subaward(s) available to the Government for public release, consistent with applicable law, to allow meaningful third party evaluation and reproduction of the following:
 - a. The scientific data relied upon;
 - b. The analysis relied upon; and
 - c. The methodology, including models, used to gather and analyze the data.

c) Conflict of Interest

1) Applicability.

- a. This section intends to ensure that non-federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to federal financial assistance agreements.
- b. In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.318 apply.

2) Requirements.

- a. Non-federal entities must avoid prohibited conflicts of interest, including any significant financial interests that could cause a reasonable person to question the recipient's ability to provide impartial, technically sound, and objective performance under or with respect to a federal financial assistance agreement.
- b. In addition to any other prohibitions that may apply with respect to conflicts of interest, no key official of an actual or proposed recipient or subrecipient, who is substantially involved in the proposal or project, may have been a former federal employee who, within the last one (1) year, participated personally and substantially in the evaluation, award, or administration of an award with respect to that recipient or subrecipient or in development of the requirement leading to the funding announcement.
- c. No actual or prospective recipient or subrecipient may solicit, obtain, or use non-public information regarding the evaluation, award, or administration of an award to that recipient or subrecipient or the development of a federal financial assistance opportunity that may be of competitive interest to that recipient or subrecipient.

3) Notification.

- a. Non-federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112, Conflicts of Interest.
 - b. Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the USGS Grants Management Official in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.
- 4) Restrictions on Lobbying. Non-federal entities are strictly prohibited from using funds under this grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR Part 18 and 31 USC 1352.
- 5) Review Procedures. The USGS Grants Management Official will examine each conflict-of-interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement, and will determine whether a significant potential conflict exists and, if it does, develop and appropriate means for resolving it.
- 6) Enforcement. Failure to resolve conflicts of interest in a matter that satisfies the Government may be cause for termination of the award. Failure to make required disclosures may result in any of remedies described in 2 CFR 200.338, Remedies for Noncompliance, including suspension or debarment (see also 2 CFR Part 180).

d) Program Income

- 1) If the recipient is an educational institution or nonprofit research organization, any other program income will be added to funds committed to the project by the federal awarding agency and recipient and be used to further eligible project or program objectives, as described in 2 CFR 200.307(e)(2).
- 2) For all other types of recipients, any other program income will be deducted from total allowable costs to determine the net allowable costs before calculating the Government's share of reimbursable costs, as provided in 2 CFR 200.307(e)(1).

e) Government Furnished Equipment or Equipment Authorized for Purchase

Title to equipment acquired wholly or in part with federal funds shall be vested in the recipient unless otherwise specified in the award document. The recipient shall retain control and maintain an inventory of such equipment as long as there is a need for such equipment to accomplish the purpose of the project, whether or not the project continues to be supported by federal funds. When there is no longer a need for such equipment to accomplish the purpose of the project, the recipient shall use the equipment in connection with other federal awards the recipient has received. Disposal of equipment shall be in accordance with 2 CFR 200.313.

No equipment is provided or authorized for purchase on this grant/cooperative agreement.

SECTION F – SPECIAL PROVISIONS

Geospatial Requirements

The Geospatial Data Act of 2018 outlines specific requirements for federal recipients when collecting or producing geospatial data using Department of the Interior financial assistance funds. Here's a summary of the key points:

- **Due Diligence Search:** Federal recipients must first check the GeoPlatform.gov list of datasets to see if the needed geospatial data, products, or services already exist.
- **Use of Existing Data:** If the required data is already available, recipients must use it rather than producing new data.
- **Production of New Data:** If the needed data is not available, recipients must produce new geospatial data, products, or services in accordance with guidance and standards established by the Federal Geospatial Data Committee (FGDC), which can be found at www.fgdc.gov.
- **Submission Requirements:** Recipients must submit a digital copy of all GIS data produced or collected under the award to the relevant bureau or office.
- **Data Format:** All GIS data files must be in an open format.
- **Metadata Requirements:** All delineated GIS data (such as points, lines, or polygons) should be compliant with approved open data standards and include complete feature-level metadata.

These requirements ensure that geospatial data is managed efficiently, used appropriately, and made accessible in a standardized format for future use and sharing. open data standards with complete feature level metadata.

2 CFR 1402.315 Availability of Data

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

(b) The Federal Government has the right to:

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

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

SECTION G – DOCUMENTS INCORPORATED BY REFERENCE AND ORDER OF PRECEDENCE

G.1 Documents Incorporated By Reference

The following documents are hereby incorporated into this agreement by reference:

- 1) The Recipient's proposal.
- 2) The Recipient's application for financial assistance (SF424, SF424A, SF424B).

G.2 Order of Precedence

In the event of any inconsistency within this agreement, the following order of precedence shall be followed:

- 1) The cover page.
- 2) Sections A through F of this agreement.
- 3) Documents incorporated by reference (see G.1) in the order in which they are incorporated.

– END OF ASSISTANCE AWARD DOCUMENT –

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