

# FY 2020 BIA Tribal Resilience Program Funding Request Application

## Category 5: Travel Support – Ocean and Coastal Management Planning

**Instructions:** Accurate completion of this form, with all the requested information and in adherence with scoring criteria, from the solicitation document, will result in a successful application for Category 5: Travel Support – Ocean and Coastal Management Planning. Ensure that each event proposed is specific to ocean and coastal management planning, such as ocean and coastal restoration planning, ecosystem assessments, and infrastructure planning related to ocean and coastal challenges. Events can include participation in organizational meetings, working sessions or official meetings in support of collaborative planning efforts, including meetings of: Regional Ocean Partnerships (ROP); technical workshops or trainings; or targeted pilot studies or projects.

**Total Funding Requested From BIA** (Maximum: \$15,000): \$ \_\_\_\_\_  
(Please include approved indirect rate in the total; rounded to the nearest dollar. Do not include in-kind or matching funding.)

**Full Name of Proposing Tribe, Tribal Organization** ("Tribal Organization" defined in 25 U.S.C. 5304 [1]): \_\_\_\_\_

**Proposing Tribe's DUNS #** (9 digits): \_\_\_\_\_

**Proposing Tribe Currently Enrolled in SAM?**  Yes  No  
(Required) For more information, see Request for Proposals Appendix.

**Proposing Tribe Currently Enrolled with BIA in ASAP (Automated Standard Application for Payments)?**  Yes  No  
(Required) For more information, see Request for Proposals Appendix.

**ASAP Recipient ID:** \_\_\_\_\_

**Attached Cover letter with signature summarizing interest and leadership support?**  Yes  No  
(Required, unless tribal resolution is available)

**Date Submitted:** \_\_\_\_\_

### Lead Contact Information:

Full Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Email: \_\_\_\_\_ Tribe or Org: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Participant(s) (0-10 points and limit 100 words):

Identify who (participant, tribe) will participate in the workshop or training, whether Regional Ocean Planning (ROP) meeting or other. If applicable, describe any previous attendance or leadership role the participant has had in past meetings of the ROP or if the tribal participant serves in a communication and issue coordination role on behalf of other tribes that cannot attend the meetings.

**Proposed Courses and Cooperative Participation (0-20 points and limit 250 words):**

- o Describe the workshops, trainings, technical sessions, or work group meetings (if the travel is not part of a ROP).
- o If for an ROP meeting, identify the schedule to be attended.
- o If the exact course is not yet known or scheduled, list a similar training or attach a related course outline that will match (to the extent possible) the ocean and coastal management objectives. Add to the course title, "EXAMPLE".

**Summary of Training Benefits (If Travel is not for Regional Ocean Partnership Meetings)**

**(0-25 points and limit 450 words):**

- o Describe how the travel funding supports tribal leader's (or their designated alternate's) ability to build or maintain tribal ocean and/or coastal planning capacity and expertise.
- o Identify if the event is part of a series or development plan to build ocean and coastal management planning expertise.
- o Describe how the participant will share and use the knowledge gained with other tribal leadership, staff, programs, or tribes to improve planning and management of ocean and coastal resources.

**Strategic Adaptation Plan Status (0-15 points and limit 250 words):**

Provide information and actions demonstrating the tribe's commitment to pursuing a stand-alone tribal ocean or coastal management plan and/or as part of a larger regional or sub-regional planning effort. Describe any tribal ocean and/or coastal planning capacity and expertise.

**Travel Budget Table (0-15 points):**

The table below serves as example only for the breakdown of a Travel Budget.

Please attach a separate Excel or Word table to the application. Do not include staff salary or international travel.

Cost Category by Trip	Cost Calculation	Cost	Quantity	Total
<b>Trip: Event Name, Location</b>				
Registration Fee				
Airfare				
Ground Transportation	Rental or <u>Mileage</u> , Parking, Taxi, etc.			
Lodging	\$/Night x Nights or <u>Max Lodging</u>			
Per Diem	Days x <u>Per Diem Rate</u> +1 <sup>st</sup> /Last Day Rate			
<b>Trip Subtotal</b>				
<b>Negotiated IDC Rate</b>				
<b>TOTAL</b>				

Cost Category by Trip	Cost Calculation	Cost	Quantity	Total
<b>Trip #1:</b>				
Registration Fee				
Airfare				
Ground Transportation				
Lodging				
Per Diem				
<b>Subtotal Trip #1</b>				
<b>Trip #2:</b>				
Registration				
Airfare				
Ground Transportation				
Lodging				
Per Diem				
<b>Subtotal Trip #2</b>				
<b>Trip #3:</b>				
Registration				
Airfare				
Ground Transportation				
Lodging				
Per Diem				
<b>Subtotal Trip #3</b>				
<b>Trip #4:</b>				
Registration				
Airfare				
Ground Transportation				
Lodging				
Per Diem				
<b>Subtotal Trip #4</b>				
<b>Negotiated IDC Rate</b>				
<b>TOTAL</b>				

**Mandatory Attachments:**

- o Mandatory Component 2- Signed Cover Letter or tribal resolution showing support of Tribal Leadership
- o Mandatory Component 4- Attached Budget Table (Excel or Word file)
- o Mandatory Component 5- Indirect Cost Negotiation Agreement (Effective Period 2020, if 2019 is the most current please state this during submission)
- o Requirement 2- SAM confirmation "pdf printout"

**Optional Attachments:** Event Flyers, Agendas, etc. (if necessary to demonstrate ocean and coastal management focus)

**Travel Budget Justification Narrative (0-15 points):**

Describe how the proposed budget will relate to the proposed work. Do not include staff salary or international travel.