DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS, FORT WORTH DISTRICT
P.O. BOX 17300
FORT WORTH, TX 76102-0300

10 March 2026

REQUEST FOR STATEMENT OF INTEREST
W9126G262SOI8777

Applicants must be a member in one of the following Cooperative Ecosystem Studies Units Regions:
Alaska/Colorado Plaeau Regions

Project Title: Bat Surveys – Little Brown Myotis at Joint Base Elmendorf-Richardson (JBER)

A cooperative agreement is being offered ONLY to members of the Cooperative Ecosystem Studies Units (CESU) Program Region(s) identified above. Award will be made upon mutual agreement and acceptance of the terms and conditions contained in the request for proposal and the recipient's CESU Joint and Cooperative Agreement (also known as the CESU Master Agreement).

NOTE: The established CESU indirect rate is 17.5%.

Responses to this Request for Statements of Interest will be used to identify potential organizations for this project. Approximately **$66,000.00** is expected to be available to support this project for the **base period**. Additional funding may be available to the successful recipient for optional tasks and/or follow on work in subsequent years.

NOTE: This project will be awarded under the authority of 16 USC 670c-1, **Sikes Act**. For projects for the implementation and enforcement of integrated natural resources management plans, priority shall be given to award to Federal and State agencies having responsibility for the conservation or management of fish or wildlife.

Period of Performance. The base period of the agreement will extend 18 months from the date of award. There may be up to two (2) 18-month Follow-On Periods based on availability of funding.

Description of Anticipated Work: See attached Statement of Objectives.

NOTE: At this time we are only requesting that you demonstrate available qualifications and capability for performing similar or same type of work by submitting a Statement of Interest. A full proposal and budget are NOT requested at this time.

Preparation of your Statement of Interest: Provide the following (Maximum length: 2 pages, single-spaced, 12 pt. font):

1. Name, Organization, CAGE Code, Unique Entity ID, CESU Region, and Contact Information (Email)
2. Brief Statement of Qualifications (including):

   a. Biographical sketch of the Principal Investigator, to include specific experience and capabilities in areas related to this project's requirements

b. Relevant past projects and clients with brief descriptions of these projects

c. Staff, faculty or students available to work on this project and their areas of expertise

d. Brief description of other capabilities to successfully complete the project: (e.g. equipment, laboratory facilities, greenhouse facilities, field facilities, etc.)

Submission of Your Statement of Interest

1. Statements of Interest (SOI) are due by **2:00 P.M., Central Time**, on **10 April 2026** via email to the parties listed below.

2. Direct questions no later than 10 calendar days from RSOI posting date to the parties listed below.

Maria Lopez
Grants Specialist
USACE, Fort Worth District
Email: Maria.E.Lopez@usace.army.mil
Office: 817-886-1881

David Leptien
Project Manager
USACE, Fort Worth District
Email: David.B.Leptien@usace.army.mil
Office: 402-889-5570

Review of Statements Received: All statements of interest received from a member of the CESU Region(s) identified above will be evaluated by a board comprised of one or more people at the receiving installation or activity, who will determine which statement(s) best meet the program objectives, offer the most highly qualified Principal Investigator, have the most relevant experience and the highest capability to successfully meet the program objectives. Submitters whose statements are determined to best meet the program objectives will be invited to submit a full proposal.

Timeline for Review of Statements of Interest: RSOIs are required to be posted on www.Grants.gov for 30 days prior to the Government making a decision and requesting full proposals.

TO BE ELIGIBLE FOR AWARD, THE RECIPIENT AND ANY PROPOSED SUBRECIPIENTS AND CONTRACT VENDORS MUST HAVE AN ACTIVE NIST SP 800-171 DOD ASSESSEMENT (PERFORMED WITHIN THE LAST 3 YEARS). Additional details are provided as a separate attachment to this document.

Thank you for your interest in our Cooperative Agreements Program.

VENDEMIA.CHERYL.R.1362077997
Digitally signed by VENDEMIA.CHERYL.R.1362077997
Date: 2026.03.10 11:53:49 -04'00'

CHERYL R. VENDEMIA
Grants Officer

Attachment: Statement of Objectives

STATEMENT OF OBJECTIVES (SOO)
for
MGT, SPECIES, BAT SURVEYS
for
JOINT BASE ELMENDORF-RICHARDSON (JBER)

February 25, 2026

1.0 PURPOSE

1.1 The JBER environmental program ensures military mission activities are conducted in compliance with all applicable environmental laws, regulations and policies with cooperation and assistance from the Air Force Civil Engineer Center's (AFCEC). Article I B of the master agreement states the objectives of the CESU are to: provide research, technical assistance and education to federal land management, environmental and research agencies and their potential partners; develop a program of research, technical assistance and education that involves the biological, physical, social sciences needed to address resource issues and interdisciplinary problem-solving at multiple scales and in an ecosystem context at the local, regional, and national level; and place special emphasis on the working collaboration among federal agencies and universities and their related partner institutions.

1.2 The Little Brown Myotis (also referred to as Little Brown Bat), *Myotis lucifugus*, is the most common and widely distributed bat species in Alaska, and has been observed across much of the State south of the Brooks Range (Parker *et al.* 1997, Tessler *et al.* 2014). Bats play critical roles in ecosystem health in several ways; for example, bats are involved in pollination, seed dispersal, and insect population regulation. Although the range of *M. lucifugus* has been broadly described in Alaska, their role is far less understood, as very little is known about their ecology in Southcentral Alaska beyond a few general surveys (Whitaker and Lawhead 1992, Rydell et. Al. 2002, Loeb 2011) and anecdotal information gleaned from Citizen Science reports (Tessler at al. 2014). The locations of roosts, maternity colonies, and hibernacula remain almost entirely unknown throughout Southcentral Alaska, and habitat associations of this species are poorly characterized.

1.3 This species is currently sustaining major die-offs attributed to White Nose Syndrome (WNS), a disease that affects hibernating bats. Named for the white fungus that appears on the muzzle and other parts of hibernating bats, WNS is associated with extensive mortality of bats in eastern North America. First documented in New York in the winter of 2006-2007, WNS has spread rapidly across the eastern United States and Canada, and the fungus that causes WNS has been detected as far south as Mississippi and as far west as the state of Washington. Overall losses are expected to lead to regional extirpation and extinction (Frick *et al.* 2010). The U.S. Fish and Wildlife Service (USFWS) is currently evaluating the status of the Little Brown Myotis with respect to population declines and WNS to determine if it may warrant protection under the

federal Endangered Species Act (ESA), and the State of Alaska has identified all Alaskan bats as Species of Conservation Need (SCN) or Species at Risk (SAR) (Tessler, pers. comm.).

SAR warrant reoccurring monitoring. DoDI 4715.03 states, "To the extent practicable, all DoD Components shall establish policy and procedures for the management of SAR to prioritize proactive management of those species that, if listed, could adversely impact military readiness. Program objectives shall focus on efforts that have the greatest potential to prevent the listing of SAR (e.g., habitat conservation, planning level surveys, monitoring). Protecting these species is critical; therefore, the installation INRMP should consider funding for SAR protection a high priority." Implementation of a bat survey at JBER helps ensure airfield safety, speciate the variety of bats present, establish relative abundance and habitat preference, minimize military impacts, and ensures long-term species sustainability. This project supports INRMP Goal and Objective 2.5: Identify and map essential/critical habitats for species at risk and species of special concern most probable to become candidate species.

1.4 This support requires the NFE to survey, map, and monitor bat species distribution, abundance, and activity regions on JBER to help land managers and natural resource staff identify appropriate management response(s) by identifying habitat valuable for bats, by quantifying the ecological parameters of active habitats, by identifying roost sites and hibernacula sites, and providing information on seasonal use to assist with management decisions.

2.0 AUTHORITY

Authority to enter into a Cooperative Agreements (CA) for the work: Section 670c-1, Title 16 United States Code, Sikes Act.

2.1. In agreement with the above stated goals, the Non-Federal Entity (NFE) agrees to provide the necessary personnel, equipment, and materials required to implement, in part, the PRSC responsibilities pursuant to the Sikes Act Improvement Act (16 USC 670 et seq.), the National Environmental Policy Act (42 U.S.C. 4321 et seq.), and Air Force and Department of Defense natural resources directives and instructions.

In general, cooperative agreements must carry out a public purpose of support or stimulation, however under the authority of the Sikes Act (16 USC 670c-1 (2)), notwithstanding chapter 63 of Title 31 (31 U.S.C. § 6301 et seq), a cooperative agreement under this section may be used to acquire property or services for the direct benefit or use of the United States Government.

Examples of carrying out a public purpose may include, but are not limited to, the following:

- Project results are made available to a wide audience (including nonfederal entities, following necessary coordination with JBER Natural Resources Manager)
- Project results/outputs add to the scientific literature/knowledge base, with applicability and utility beyond the scope of the project footprint/study area

- Academic and other nonfederal partner institutions (and their personnel) gain professional experience, increase knowledge, and develop skills and abilities
- Students benefit from direct interaction with federal scientists, program and technical staff, and field unit managers

2.2. In accordance with section *6305 – Using cooperative agreements of the Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), substantial involvement is expected between the Department of Defense and the recipient when carrying out the activity contemplated by the cooperative agreement.

The installation further (hence DoD) agrees to provide substantial involvement as directed under the appropriate master agreement to include, but not limited to, the following:

- JBER is involved in development of study methodology, data gathering, analysis, and/or report writing.
- JBER actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train or select project staff or trainees.
- JBER incurs in-kind or direct expenditures in carrying out the activities specified in the project agreement. Examples include, but are not limited to, the following:
    - Providing staff time to work on the project
    - Coordinate research activities with other installation entities and scheduling of range time.
    - Collaborating on appropriate course of action for attainment of site-specific objectives, including technical assistance and DoD guidance.
    - Participation in status meetings including kick off meeting and Quarterly project update meetings.

3.0 DESCRIPTION OF OBJECTIVES

Provide qualified labor, materials, equipment, supplies and logistical support to perform the tasks described below. For safety reasons, NFE is required to have a cellular phone and holstered bear spray on their person when operating in the field on JBER-managed lands.

Conduct tasks in accordance with this Statement of Objectives, as prioritized by AFCEC ISS Project Manger (PM) and Base Natural Resources Manager (NRM). Only work aligned with the original AF programming and approved by the USACE Grant's Officer (GO) should be completed as part of this support.

Travel: Provide transportation and fuel for all NFE staff to get to and from all field sites, a 4x4 vehicle may be required for remote survey locations. Retain current proof of insurance, current registration, and REAL ID-compliant driver's licenses for all modes of transportation.

Coordination: Coordinate concurrently with the Base NRM, AFCEC, and USACE PM. All work shall be approved by the AFCEC and be consistent with the Project Schedule & Work Plan (Deliverable 9.3) approved by the Base NRM. Schedule changes can be made; trade-off decisions will be jointly made by the USACE-PM, Base NRM and AFCEC, and align with the Sikes Act compliant INRMP and original budget programming. Any changes in scope or cost

must be approved by the USACE Grants Officer. All coordination with state and federal regulators will be by the Base NRM or AFCEC only.

Security: Photos must be cleared by the appropriate security and public affairs offices prior to any external release.

Project Management: A Project Manager should be assigned to coordinate across tasks, manage all personnel hired to complete work, and ensure all scoped objectives are completed on time. Level of effort for Project Management is expected to be at least 6 hours per month with additional hours as needed, generally at the beginning and end of the agreement period of performance and before and after monthly meetings. Project manager shall provide monthly meeting agenda, track deliverables, provide meeting notes, etc.

Project Objectives: The support includes deployment of passive acoustic monitors to identify bat species presence and habitat use, and preliminary analyses and interpretation of acoustic sound files obtained during the deployment to provide information in seasonal use and behavior (when applicable). The study will also focus on developing and implementing a feasibility study on tracking movements to identify high use areas (roosts, maternity colonies, and hibernacula) and continuing to deploy acoustic monitors to inform peaks in bat activity (key capture windows) and seasonal distribution in other priority areas, as defined in the Work Plan.

Objectives will include:

- Obtain baseline data for future long-term monitoring by identifying areas of high seasonal use (roosts, maternity colonies, and hibernacula) and other suitable habitat.
- Implement long-term monitoring of identified areas of high seasonal use (roosts) and other suitable habitat.
- Improve upon methods of acoustic monitoring for bats.
- Define monitoring practices and locations.
- Provide informational seasonal data summary to land and natural resource managers.

Anticipated Work Products:

- Deploy a passive acoustic detection network at known locations and identify potentially new locations commonly used by bats to expand baseline data on bat presence and distribution.
- Implement targeted acoustic monitoring techniques in conjunction with radio-tracking to locate maternity colonies and identify likely hibernacula areas.
- Conduct ecological characterization of detection sites.
- Seasonal informational data summary content.
- Conduct eco-behavioral mapping of JBER that identifies and classifies select geographic areas in terms of bat use and habitat occupancy.
- Relate and associate bat distribution and abundance with results of the standard ecological survey/habitat associations.

3.1 Acoustic Monitoring: The NFE will conduct targeted and randomized acoustic surveys using passive acoustic monitors (Song Meter SM4BAT FS Ultrasonic Recorder) to determine seasonality of bat presence and relative degree of use in different habitats around JBER. During investigation of new areas, priority areas will be selected within JBER Training Areas (TAs) not yet surveyed. The NFE will characterize habitats at survey and monitoring sites to determine habitat associations. Long-term monitor deployments will implement USAF NABat monitoring protocols.

3.1.1: Acoustic Monitoring of Maternity Roosts (Typically May-Jul)
The NFE will implement a targeted acoustic monitoring technique to identify maternity roost.

3.1.2: Acoustic Monitoring of High Use Habitats (Typically Jul-Aug)
The NFE will identify and investigate areas of high use (roosts) on JBER with a focus on investigating new areas in JBER-Richardson Training Areas.

3.1.3: Acoustic Monitoring of Hibernacula (Typically Aug-Nov, Mar-May)
The NFE will implement a targeted acoustic monitoring technique to confirm potential sites, or investigate sites which have been identified previously as highly suspect hibernacula but not confirmed.

3.2 Bat Capture, Radio-Tracking, and Pit Tagging: To complement the acoustic surveys, the NFE will obtain all required State and/or federal permits to deploy mist nets to capture bats during peak activity (e.g., June) and just prior to autumn hibernation. Mist nets will be deployed at sites where high bat activity was detected by acoustic detectors. Captured bats will be outfitted with non-temperature sensitive radio-tags. Tagged bats will be monitored daily for movements using VHF-radio transmitters (battery life between 6 – 11 days) with the goal of identifying roost sites, especially maternity colonies and hibernacula sites. As practicable, the NFE will select individual bats for up to 50 high frequency passive integrated transponder (HF-PIT) tags and the deployment of HF-PIT reader arrays at entrances to roost sites, especially maternity colonies and hibernacula sites. Trap nights and capture numbers will be determined during the kick-off meeting and established within the work plan.

3.3 Process, Analyze Data, and Vet Acoustic Data: The NFE will process, analyze, and vet acoustic data to confirm positive bat detections and species.

The NFE will provide all raw and vetted acoustic data to the government via external hard drive which will become property of the government at the end of the period of performance.

3.4 Develop Reports and Maps: The NFE will determine the behavior associated with the ultrasonic calls as catalogued from previous studies, and map behavior and ecology onto standardized ArcGIS-compatible maps of surveyed areas. The NFE will relate and/or associate behavior (e.g. roosting, feeding, flyway use) with ecological variables of vegetation, nearness to water, presence of possible roosts, etc.

The NFE will produce a report describing survey methods applied; number of surveys completed by type, e.g., walking, paddling, or driving point counts; landscape description, survey distance, detection rates and rates/time, summary, interim species distribution maps and recommendations; and roost characteristic summaries.

3.5 Develop Slides and Poster: In collaboration with JBER Technical POC, develop poster covering field methods, preliminary analysis, major findings, and management recommendations.

3.6 Task Specific Deliverables: The NFE shall ensure that project reports and project data are professionally executed with minimal errors.

3.6.1. Fieldwork Data – One electronic copy of an Excel of acoustic monitoring locations, habitat characterization, and associated bat calls broken down by type.

3.6.2. Draft and Final Reports – Will be required after analysis of all field collection data is completed. Deliverable dates will be established within that SOW. Standard document elements include at a minimum: abstract, acknowledgements, table of contents, list of acronyms, list of figures and tables, literature review, introduction, study area, methods, results, discussion, species distribution map, conclusion, literature cited, and appended field data sheets. One electronic is required. The final report(s) will be provided via email or on an external hard drive/CD/DVDs containing the report, digitized imagery, photos, and any other data provided in appropriate usable format.

Reports and Deliverables Schedule:

Task	Deliverable	Details and Performance Period
Task 3.1	**Acoustic Monitoring and Habitat Characterization**	April 1 – November 30 (or end of workable season)
Subtask 3.1.1	**Acoustic Monitoring of Maternity Roosts**	May – July
Subtask 3.1.2	**Acoustic Monitoring of High Use Areas**	July – August
Subtask 3.1.3	**Acoustic Monitoring of Hibernacula**	August – November; March – May
Task 3.2	**Radio-tracking**	June - October
Task 3.3	**Process, Analyze, and Vet Acoustic Data**	Data submittal to government: due with final report

Task 3.4	**Final Report and Maps**	Draft report: due within 60 days after completion of seasonal field work. Final report: due 30 days following JBER review of draft report.
Task 3.5	**Poster and Slides**	Due with final report.

4.0 GOVERNMENT ACCESS REQUIREMENTS

4.1 The NFE shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures. The NFE shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshall Office, Director of Emergency services or Security Office.

4.2 The NFE will ensure that its employees entering JBER installations or facilities have obtained access badges and passes in accordance with facility regulations and that these badges and passes are obtained in advance so as not to delay the accomplishment of services.

4.3 The NFE will return all issued US Government Common Access Cards (CAC), installation badges, and/or access passes to the Government Representative when the Cooperative Agreement is completed or when a NFE employee no longer requires access to the installation or facility.

4.4 For fieldwork in training areas, training range access must be requested 30 days in advance, thus, this access must be coordinated with the JBER POC Technical POC a minimum of 37 days in advance.

5.0 GOVERNMENT FURNISHED MATERIALS OR PROPERTY

JBER will provide access to the installation, training on how to access training areas, how to identify and report ordnance, and how to avoid negative interactions with wildlife. Additional government furnished material includes:

- Coordination and signup for range training
- Historical and current aerial imagery and GIS data, if needed
- Military radio for field communication with Range Control, if available
- Technical guidance and fieldwork support (fieldwork support only if JBER personnel are available)

Government-furnished materials or property is governed by 2 C.F.R. Part 200.312 which states that a Title to federally-owned property remains vested in the Federal government. The non-Federal entity must submit annually an inventory listing of federally-owned property in its

custody to the Federal awarding agency. Upon completion of the Federal award or when the property is no longer needed, the NFE must return the property to the Federal awarding agency for further Federal agency utilization.

6.0 PERIOD OF PERFORMANCE (PoP)

Base Period: 18 months from date of award, 12 months technical support and 6 months administrative for onboarding, preparation, seasonal delays, analysis and reporting.

7.0 FOLLOW-ON PERIODS (FOP)

Two (2) 18-month Follow-On Periods subject to funding availability. Any overlap between base and follow-on periods is to accommodate field planning, subcontracting and/or hiring activities, and reporting activities.

Example POP Schedule:

Base Period:	06 JUN 2026 - 05 DEC 2027 (18 months)
FO Period 1:	06 JUN 2027 - 05 DEC 2028 (18 months)
FO Period 2:	06 JUN 2028 - 05 DEC 2029 (18 months)

8.0 COORDINATION

The NFE is required to notify the AF Technical POC and the USACE Project Manager of critical issues that may affect the project performance and/or schedule.

David Leptien
Project Manager
U.S. Army Corps of Engineers
Regional Planning and Environmental Center (RPEC)
Email: david.b.leptien@usace.army.mil
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Cayley Elsik
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9.0 DELIVERABLES

9.1 Progress Reports – Submit quarterly progress reports describing progress on the project throughout the period of performance. The report shall be due as of the last day of the third month (quarterly) and shall be transmitted via electronic mail no later than the 10th calendar day following the end of the reporting period. Invoices for partial payment shall be submitted to coincide with receipt of the quarterly progress reports. No partial payment will be approved unless the government has received all progress reports which are due.

9.2 Reports - Reports shall generally be free of typos, grammatical errors, formatting inconsistencies and incorrectly labeled tables and figures. The reports shall provide proper citations for all documents referenced. It is requested that draft reports contain line numbering for ease of Government comment. Government and NFE comments shall be provided in a comment matrix provided by the Government. Project GIS Data shall be submitted along with draft and final reports. Final work plans, final technical reports, and final GIS data deliverables shall be submitted only after the NFE has addressed all Government comments satisfactorily.

9.3 Work Plan – The NFE shall submit a draft work plan, NFE reconciled comment matrix of government comments of draft work plan, and final work plan. Methodology section shall be described in sufficient detail to allow study or work to be replicated by persons unfamiliar with the project. Methodologies shall also include planned data analyses. Raw data collection methodology shall provide sufficient data for planned analyses. The NFE shall provide a proposed comprehensive timeline for completion of the required work element activities and submittals. Updated project schedules will be provided by the NFE when the schedule changes, regardless of whom is responsible for causing the change in schedule. Updated schedules shall be submitted within seven (7) calendar days of any documented change in project schedule.

9.4 Technical Report: The NFE shall submit a draft technical field report, NFE reconciled comment matrix of government comments of draft technical report and GIS data, and final technical report. The report shall describe in narrative format the accomplishments of the project tasks including pertinent maps, figures, tables, photographs, and GIS data. The report format shall follow that of a scientific publication and include the following section heading: Introduction, Methods, Results, Discussion and Literature Cited, as well as original data sheets and/or copies thereof, laboratory reports, and other appendices as appropriate. A separate report will be required for follow-on periods, if funded.

9.5 Data and Analysis Package: All raw and processed data (acoustic, photographic, observational, geospatial), field notes, and records. All data, records, and equipment purchased under this agreement become the property of the U.S. Government with the exception of computer equipment.

9.6 Annual Inventory Federally Owned – Federally Owned Property - an annual inventory listing Federal property (to include description of the property, a serial number or other identification number) that is in the custody of the recipient and available at the request of the government.

9.7 Annual Inventory Acquired – Acquired Property purchased with funding from award - property records must be maintained that includes description of the property, serial number or other identification number, source of funding, who holds title, acquisition date, cost of property, percentage of Federal participation in project costs, location, use and condition of property, and ultimate disposition including date of disposal and sale price. A physical inventory must be taken and results reconciled. Copies of the inventory to be sent annually following each year of support to USACE – SWF and AFCEC ISS.

9.8 Spatial Date Requirements – Geo-based requirements will be specified at the kick-off meeting, refined and finalized in the work plan. All data shall be provided electronically to the JBER Technical POC. All products associated with this SOO that provides data or a map representation of the location of installation features must adhere to the following requirements listed below.

- All maps and associated data must comply with the latest version of Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE) available from the SDSFIE website (http://www.sdsfie.org).
- These data will be organized using the current version of the standard approved by the Headquarters Air Force Geo Integration Office (HAF GIO) as the functional lead for installation mapping and visualization. The SDSFIE will determine file and feature class identification and definition, attribution and valid domain values. When any geospatial information collected as a result of the Cooperative Agreement includes information identified in the Common Installation Picture (CIP) or recognized Mission Data Set (MDS), including environmental mission data sets, the cooperator will deliver data consistent with the established requirements for the data and will ensure functionality with the receiving system.
- Information must be collected at no less than 1:1,200 scale for base cantonment areas and 1:4,800 scale for larger undeveloped base areas. Spatial data will meet or exceed National Map Accuracy Standards at those scales. Metadata will be provided and will use Federal Geographic Data Committee (FGDC) Content Standards for Digital Geospatial Metadata (CSDGM) for organization.
- Geospatial data must be delivered in a geo-referenced GIS format (feature-based file structures with one-to-one cardinality between spatial records and attribute records) which would include Environmental Systems Research Institute's (ESRI) shapefile and geodatabase formats. All attribute data as specifically outlined in the Cooperative Agreement must be included either in the GIS data file or as a separate table with a SDSFIE key variable that may be used to relationally join the separate table with the GIS data file.
- All geospatial data must be delivered in the following format: The horizontal coordinate system shall be Universal Transverse Mercator (UTM) coordinate

system, Transverse Mercator projection, Geodetic Reference System 1980 (GRS80) spheroid, World Geodetic System 1984 (WGS84) datum, (WGS84 UTM Zone 6 North) and use metric coordinate units.

- The vertical datum will be the North American Vertical Datum 1988 (NAVD 88). Further guidance on mapping units, coordinate systems and projections is available from the Installation GIO (673 CES GeoBase section).

10.0 ADMINISTRATION

10.1 This cooperative agreement may be administered through a CESU only upon mutual agreement and official authorization by both parties of the acceptance of the application of the CESU Network IDC rate (17.5%).

10.2 Any resulting cooperative agreement will be subject to and recipient/cooperator shall comply with 2 CFR 200.313 "Equipment", 200.314 "Supplies", and 200.315 "Intangible Property" which includes use of research data. NOTE: In addition to the General Terms and Conditions, the Recipient shall request disposition instructions from the Federal Awarding agency (USACE) PM, as applicable.

11.0 POST AWARD & INVOICE PROCESSES

11.1 Payment Requests and Progress Reports (Invoice Package) - Submit Payment Request and additional required documents to: swf-cesu-invoice@usace.army.mil. Carbon Copy the assigned USACE Project Manager as well as your organization's point of contacts (POCs) for the additional required documents and for delinquent accounts.

11.1.1. Frequency: Quarterly plus 30-day grace period (except for the final invoice package noted below). If the coverage dates are not quarterly or preapproved by the PM (or the first/last submittal), the invoice package will be **rejected**.

Quarters	**Invoice pkgs due No Later Than (NLT):**
Q1: Oct-Dec	Q1: 31 Jan
Q2: Jan-Mar	Q2: 30 Apr
Q3: Apr-Jun	Q3: 30 Jul
Q4: Jul-Sep	Q4: 31 Oct

11.1.2. Payment Requests **must** be submitted on form SF270 Request for Advance or Reimbursement **with the accompanying Standard Form-Performance Progress Report (SF-PPR), otherwise the SF270 will be rejected.**

11.1.3. SF270 Request for Advance or Reimbursement

11.1.3.1 Block 9, Recipient Organization**. For successful set up of Electronic Transfer of Funds (EFT), the Recipient's name and address shall reflect the exact name and physical address that appears in the System for Award Management (SAM),** https://sam.gov/.

11.1.3.2. Blocks 11, (a), (b), & (c) are for the description of funds. Preferred description is: CLIN/POP Type, POP start and end dates, amount awarded (see example below); at minimum include the CLIN. If the description or the minimum CLIN information is missing, the **SF270 and SF-PPR will be rejected**.

Example:
CLIN 0001 / Base
22SEP23 – 21SEP24
$100,000.00

Funding must be separated as specified on the Award document. Sub-CLINs that specify "*for funding only*" (e.g., numbered 000101, 000102, etc.) may be rolled into the primary CLIN (e.g., 0001) unless otherwise instructed. All others required PM approval.
The SF270 may have multiple pages. An SF270 in Excel format may be requested at: swf-cesu-invoice@usace.army.mil**,** however, **must be submitted in pdf format otherwise will be rejected.**

11.1.4. SF-PPR Standard Form-Performance Progress Report : The Recipient shall tailor the SF-PPR to include, at minimum, the following information:

- Separate details by CLIN as applicable
- Achievements (must detail work during quarter associated with the invoice)
- Percent Completion
- Project Status
- Problems encountered and impact of activities and personnel on schedule.
- Anticipated work in next reporting period.

If the SF-PPR is incomplete, the SF-PPR and SF270 will be rejected.

A tailored SF-PPR form may be requested at: swf-cesu-invoice@usace.army.mil.

11.2. The **Final** invoice package is due no later than 90 days from final (funded/exercised) POP end date and must include the following documents: If any of the required information below is missing, the final invoice package will be **rejected**.

Final SF270
SF-PPR
Final SF425
DD882
SF428 plus attachment B (C&S if applicable)
SF298
Final Report

Forms may be requested from the district office at swf-cesu-invoice@usace.army.mil or found at: https://www.grants.gov/forms.

[End of SOO]