



## 2027 Multistate Conservation Grant Program Announcement

**\*\*Submission Deadline: July 14, 2026**

---

### Table of Contents

<b>Basic Information</b> .....	<b>2</b>
Background.....	2
Eligibility .....	3
<b>Application Process</b> .....	<b>4</b>
<b>Merit Review, Approval and Awarding</b> .....	<b>5</b>
<b>Federal Assistance Checklist</b> .....	<b>7</b>
<b>Proposal Details</b> .....	<b>8</b>
Project Abstract Summary.....	8
Eligibility .....	8
Funding Program .....	9
<b>Project Narrative</b> .....	<b>10</b>
Need.....	10
Purpose .....	10
Objective.....	10
Approach .....	10
Results and Benefit.....	11
Deliverables .....	11
Timeline.....	11
Monitoring.....	11
Evaluation.....	11
Qualification of Key Personnel .....	11
<b>Letter of Engagement</b> .....	<b>12</b>
<b>Budget</b> .....	<b>13</b>
Budget Narrative .....	13
Budget Table .....	15

## Basic Information

**Notice of Funding Opportunity (NOFO) Number: F27AS00009**

**Assistance Listing Number(s): 15.628**

**Total Program Funding: \$11,000,000**

**Average Number of Awards: 45 - 55**

### **Award Ceiling:**

- Estimated Traditional Multistate Conservation Grant Program(T-MSCGP) Funding: \$6,000,000 available, with a per-application request ceiling of \$625,000.
- Estimated R3 Multistate Conservation Grant Program (R3-MSCGP) Funding: \$5,000,000 available, with a per-application request ceiling of \$1,000,000.

**Cost Sharing – No Cost Match/Share required**

**Background:** The Multistate Conservation Grant Program (MSCGP) is authorized under 16 U.S.C. 669h-2 and 16 U.S.C. 777m, providing funding for wildlife and sport fish restoration projects, as well as recruitment, retention, and reactivation (R3) initiatives. These grants address regional and national priority needs identified by State fish and wildlife agencies and their partners, projects that exceed a single State's scale, scope, and capabilities.

Priority needs of state fish and wildlife agencies, referred to as Strategic Priorities, are identified annually by AFWA through an open process that solicits input from state agencies, regional associations of fish and wildlife agencies, conservation organizations, industry partners, universities, and other organizations interested in regional and national conservation and R3 priority needs.

Recipients awarded Traditional Multistate Conservation Grants Program (T-MSCGP) may use these funds for research, restoration, conservation, and management of wild birds, wild mammals, sport fish, and their habitats. These funds also support public access and benefit initiatives, including hunter safety and education, aquatic education, and R3 projects, in alignment with the program's authorizing legislation. R3 activities for sport fishing or boating are only eligible under T-MSCGP.

Recipients awarded R3 Multistate Conservation Grants Program (R3-MSCGP) may use these funds specifically for hunting and shooting sports R3 projects that promote a national hunting and shooting sport recruitment program, including related communication and outreach activities.

Each year, \$11 million in funding is available through MSCGP. Of this, \$3 million is allocated for traditional sport fish restoration and sport fish recruitment, retention, and reactivation (R3) projects; \$3 million supports traditional wildlife restoration projects; and \$5 million is designated for hunting and target shooting R3 projects.

The MSCGP is jointly administered by the Association of Fish and Wildlife Agencies (AFWA) and the U.S. Fish and Wildlife Service (USFWS) through the following process:

- AFWA initiates the annual grant cycle by reviewing and updating Strategic Priorities in consultation with state agencies, USFWS, and partners.
- USFWS publishes the Notice of Funding Opportunity (NOFO) on [www.GrantSolutions.gov](http://www.GrantSolutions.gov), providing guidance for applicants on T-MSCGP and R3-MSCGP under the competitive Multistate Conservation Grant program. AFWA solicits grant proposals that support Strategic Priorities and selects and recommends proposals that best address the priorities.
- AFWA then submits a recommended Priority List of Projects to the USFWS for approval.
- USFWS completes review and approval of MSCGP grant applications, issues awards, and manages and monitors the grant awards.

## Eligibility

1. **Strategic Priorities** – Eligible projects must address one of the **2027 AFWA Strategic Priorities**.

2. **Eligible Applicants:**

- State governments
- Private, Public and state-controlled* institutions of higher education
- Nonprofits *with or without* 501(c)(3) status with the IRS
- Other (See the paragraph below).

**Other eligible applicants** include the U. S. Fish and Wildlife Service, or a State or group of States, for the purpose of carrying out the National Survey of Fishing, Hunting, and Wildlife Watching. For purposes of the Multistate Conservation Grant Program (MSCGP), ‘States’ include the 50 U.S. States; the District of Columbia (eligible under Sport Fish Restoration only); the Commonwealths of Puerto Rico and the Northern Mariana Islands; and the territories of American Samoa, Guam, and the U.S. Virgin Islands. Canadian provinces and other non-U.S. jurisdictions are not eligible applicants and are not counted when determining whether a project benefits more than 50 percent of the States in a U.S. Fish and Wildlife Service region or regional association of State fish and wildlife agencies.

3. **Benefit** – Eligible projects must demonstrate a benefit for one of the following:

- A majority of States; or
- A majority (over 50%) of the States in a U.S. Fish and Wildlife Service Region; or
- A majority (over 50%) of the States belonging to a regional association of State fish and wildlife agencies (click each of the Associations for the state members, WAFWA, MAFWA, NEAFWA, SEAFWA).

For benefit-counting purposes, ‘States’ refers only to the jurisdictions defined under ‘**Eligible applicants,**’ and does not include Canadian provinces or other non-U.S. partners that may participate in regional associations. The District of Columbia may be included as a benefiting State only when the project involves activities eligible under Sport Fish Restoration.

**Proposals must list the regions and state abbreviations for all states that will benefit and briefly describe how the project will benefit the region and states identified.** Please review the Service regions at <https://www.fws.gov/about/regions> and the regional association of state fish and wildlife agencies at <https://www.fishwildlife.org/afwa-acts/regional-associations>. “States” include U.S. States, the District of Columbia, and U.S. territories only.

## Species and Activities

**Eligible species** include wild birds, wild mammals, or sport fish. Sport fish are defined as aquatic, gill-breathing, vertebrate animals with paired fins, having material value for recreation in the marine and fresh waters of the United States.

**Eligible activities** for T-MSCGP funding include projects involving research, surveys, restoration, conservation, management, habitat improvement, and providing for public use and benefit from these resources, including R3 activities and other purposes consistent with the enabling legislation. Fishing or boating R3 activities are only eligible for T-MSCGP funding. Hunting and target shooting R3 activities, including related communication and outreach activities, are also eligible for R3-MSCGP funding.

## Applications Process

You must first submit your Grant Proposal, including a Project Narrative, Budget Narrative, and Budget Table (*without Federal forms*), through the [AFWA MSCGP Portal](#) by **July 14, 2026**

Once AFWA receives the proposals, it will coordinate with USFWS to conduct an initial screening to determine eligibility. The proposals that meet eligibility criteria will undergo a comprehensive technical review process managed by AFWA.

If the Grant Proposal you submit to AFWA does not meet eligibility requirements, you will be notified by AFWA via email within 30 days after the Grant Proposal due date.

If your proposal is selected for further consideration, you will be invited to submit a full Grant Application through a Directed Announcement in GrantSolutions.gov. Before doing so, AFWA may request revisions to your Project Narrative, Budget Narrative, and/or Budget Table based on feedback from technical reviewers or USFWS. The full application package will include your proposal materials, detailed budget information, and all required federal forms.

Training will be available to explain how to apply for MSCGP, including submitting your proposal and budget information in AFWA's Portal and submitting your Grant Application Package in GrantSolutions.gov (if invited to do so). Proposals should not be submitted in Grants.gov.

MSCGP grants are typically awarded for one year. Under special circumstances and if funding allows, the National Grants Committee may consider multiyear funding. Applicants should confirm availability of multi-year funding with AFWA before applying.

For projects expected to extend beyond one year, applicants are encouraged to note in the Project Narrative their intent to seek future funding. Applicants requesting continuation funding must demonstrate progress from the prior year as part of their justification when applying in subsequent years. Continued funding is not guaranteed and depends on project performance, merit, and available funds.

Criteria for multi-year funding are outlined in the application package. Because the bar for approval is high, most applicants should plan to request one year of funding at a time. If applying for multi-year funding, clearly break out objectives, budgets, and budget narratives by year. If awarded, multi-year projects are approved for the full duration, but funds are obligated annually.

The following section summarizes the documents required at each phase and provides detailed guidance on proposal, budget table, and budget narrative requirements.

**Phase I: Submit the following proposal documents in the [AFWA Portal](#) on July 14, 2026.**

**Do not submit your proposals in GrantSolutions at this point.**

- Project Narrative,
- Budget Narrative, and
- Budget Table (without Federal forms).

The [AFWA MSCGP webpage](#) provides information on submitting Grant Proposals via the AFWA MSCGP Portal.

The [MSCGP Grants Database](#) provides information on past awarded MSCGP from 2001 to the present. Please review this database to avoid duplicating efforts, identify opportunities to build upon past efforts, and leverage previous research, surveys, toolkits, and other deliverables.

**Proposals should not be submitted in Grants.gov in either Phase I or Phase II.**

**Phase II:** All applicants will be notified of their application status (selected, not selected, needs revision) on September 18, 2026

If your Grant Proposal is selected for further consideration, you will receive an email invitation to submit a Grant Application Package through a Directed Announcement in GrantSolutions. The application package must include the following:

- Application for Federal Assistance (**SF-424**)
- Budget Information for Non-Construction Program (**SF-424A**)
- Project Abstract Summary** - Must include, in plain language:
  - Project purpose
  - Activities to be performed
  - Expected deliverables or outcomes
  - Intended beneficiaries and
  - Subrecipient activities (if known or specified at time of award).
- Budget Narrative and Budget Table**
- NICRA** (Negotiated Indirect Cost Rate Agreement) if indirect costs are requested in the budget (if it applies).
- Organization's Required Statements, compiled into a single document on official letterhead, including:
  - **Certification Statement for Nongovernmental Organizations:** Any nongovernmental organization that applies for a grant shall submit with the application a certification that the organization will not use the grant funds to fund, in whole or in part, any activity of the organization that promotes or encourages opposition to the regulated hunting or trapping of wildlife, to recreational shooting activities, or to the regulated taking of fish.
  - **Single Audit Reporting Statement:** Indicates whether the organization was required to submit a Single Audit (2 CFR 200.502) report for the most recently closed fiscal year, whether that report is available, and where it can be found.
  - **Indirect Cost Statement:** Indicates whether the organization has a negotiated indirect cost rate agreement and status, whether all costs will be charged directly, or whether the organization is eligible to use a de minimis rate.
  - **Pre-Award Costs:** Indicated whether Pre-Award costs are requested per 2 CFR200.458.
  - **Overlap or Duplication of Effort Statement**
  - **Conflict of Interest and Unresolved Matters Disclosure**
- Disclosure of Lobbying Activities SF-LLL:** Required if requesting more than \$100,000 in federal funds and the applicant has used or plans to use funds other than federally appropriated funds for lobbying related to the proposed project.

*The deadline for submitting the Grant Application Package in GrantSolutions will be specified in the Directed Announcement. Applicants should be aware that the submission window may be as short as two weeks. Plan accordingly and ensure your organization is registered in all required federal systems in advance (see checklist below).*

## Merit Review and Approval

Once proposals are submitted to AFWA and screened for eligibility in coordination with USFWS, AFWA assigns each eligible proposal to the appropriate Technical Review Team (TRT) based on the Strategic Priority selected in the AFWA MSCGP Portal. Each of the four TRTs corresponds to one of AFWA's Strategic Priorities and is responsible for reviewing and scoring proposals within its assigned priority area using the established technical criteria.

Each proposal is evaluated by TRT reviewers across six technical scoring categories (see Scoring Criteria Document), with each category containing one to four review questions. Categories have designated maximum point values, and each proposal may receive up to 100 points per reviewer. Individual reviewer scores are compiled, averaged, and used to rank proposals within each TRT from highest to lowest.

The review process includes the following steps:

1. **TRT Assignment** – AFWA assigns eligible proposals to the TRT aligned with the selected 2027 AFWA Strategic Priority.
2. **Technical Review** – TRT members evaluate and score proposals using standardized criteria.
3. **Score Compilation** – AFWA compiles reviewer scores for each proposal.
4. **Ranking** – AFWA ranks the proposals within each TRT based on reviewers' scores.

Each TRT will discuss and recommend proposals for further consideration in the process. AFWA may request that applicants revise their budget to adjust the amount of funding requested or the type of funding requested (i.e., T-MSCGP or R3-MSCGP). AFWA reserves the right to make such changes to requested funds. Applicants will be made aware if any proposed changes are suggested for their submitted proposal(s) after the conclusion of the proposal selection process.

The results of the proposals selected by the TRTs will be referred to as the Draft Priority List of Projects. The Draft Priority List of Projects will be forwarded to the AFWA National Grants Committee (NGC), comprised of directors of State fish and wildlife agencies, for review at least 2 weeks before the NGC meets.

Once the NGC has the Draft Priority List of Projects for review, no additional proposal scoring will take place by the NGC or any other entity. However, the NGC will discuss the proposals and will vote to support the Draft Priority List of Projects or vote to revise the list. The resulting Draft Priority List of Projects will be sent to State Directors. If a majority of the members approve the proposed Draft Priority List, it will become the Final Priority List of Projects.

The Final Priority List of Projects will be sent to the USFWS by October 1, 2026. The USFWS will conduct an internal review of the Priority List of Projects to assess eligibility, whether the project is substantial in character and design, environmental compliance, budget, and completeness of Federal forms. The final selection of awards by the USFWS must include only projects on the Priority List of Projects; however, projects may be removed or adjusted by the USFWS.

The USFWS Director, or their designee, will determine the final approved selection of awards. Once the USFWS Director has approved the final selections, USFWS representatives will notify the successful applicants of their award(s) and any requirements for receiving the award.

## Federal Assistance Checklist

If you are invited to submit a Grant Application Package in GrantSolutions, please ensure all these tasks are completed in advance:

1. **Obtain Unique Entity Identifier:** A UEI is a unique, 9-digit number that verifies the existence of a business entity worldwide. Business entities with multiple physical locations may have more than one UEI number. A UEI number is required before an entity registers in SAM.gov since one of the data fields needed is the entity's UEI number. If your organization does not have a UEI, you can obtain one at [SAM.gov](https://sam.gov).
2. **Register in [SAM.gov](https://sam.gov):** Unless you are waived, you must be registered in SAM.gov before submitting a formal application for Federal funding to a federal awarding agency. Once you have an active SAM registration, recipients must update their information in SAM annually to maintain the active registration. If you let your SAM registration expire, the USFWS will not be able to make any financial amendments to your approved grant while your registration expires. Information that you will need to register in SAM includes: (1) UEI; (2) Legal business name; (3) Address; (4) Taxpayer Identification Number (TIN).
3. **Register in [GrantSolutions.gov](https://grantsolutions.gov):** This financial assistance software platform allows Federal agencies to manage grants throughout the entire award life cycle. **Please make sure your organization has a GrantSolutions account and that the Primary Authorized Official and Primary Principal Investigator on your proposal have user accounts in GrantSolutions.**
4. **Enroll in [ASAP](https://asap.fws.gov):** Applicants who receive a federal grant will be required to enroll in the U.S. Treasury's Automated Standard Application for Payments (ASAP) to receive payments under their grant. If you have never enrolled in ASAP or have never been enrolled in ASAP under a USFWS grant, then USFWS staff will facilitate your enrollment. Please fill out sections 1-3 of the ASAP enrollment form submit it within your Federal application package. If your organization is selected by AFWA and approved by USFWS, USFWS will initiate your enrollment into the ASAP payment system while processing your proposal. ASAP will notify your organization's POC on how to complete the enrollment process, including entering your organization's banking information into the system. Once your enrollment is complete, as you incur eligible and allowable costs under the grant, the person you designate with the "Payment Requestor" role can request payments as frequently as needed. Funds are typically deposited electronically into your account the next business day. **IMPORTANT: Recipients must not immediately draw down all their funds on a grant.** Payments must minimize the time between requesting funds and your subsequent disbursement of those funds to pay for allowable costs or on a reimbursement basis.

Please contact Karen Bennett at: [karen\\_bennett@fws.gov](mailto:karen_bennett@fws.gov) or 703-615-3226 if you have any questions.

**2027 Multistate Conservation Grant Program**

**GRANT PROPOSAL INSTRUCTIONS**

**PROPOSAL DETAILS**

<b>Descriptive Title:</b>	<i>Provide a <u>BRIEF</u> proposal title.</i>		
<b>Recipient Organization:</b>	<i>Identify the Official Eligible Applicant (only one organization can be the applicant; do not include partnering organizations here)</i>		
<b>Recipient Location:</b>	<i>Identify the State/Territory where headquarters/office resides.</i>		
<b>Grant Start Date:</b>	January 1, 2027	<b>Grant End Date:</b>	<i>Enter the proposed grant end date. Almost all projects should have December 31, 2027 as the end date.</i>

**Project Abstract Summary/Public Description:** If your project is selected for funding, this description will appear on USASpending.gov. A complete Project Abstract Summary is limited to 4,000 characters and must include the following: 1) Project purpose, 2) Activities to be performed, 3) Expected outcomes, 4) Deliverables, 5) Intended beneficiaries, and 6) whether there are subrecipient activities associated with the proposed project. Please spell out all words or names of organizations; do not use any abbreviations or acronyms. This abstract is also the first opportunity to outline your proposal and impress upon reviewers your project’s importance. ***Be sure your abstract is brief and compelling!***

**Grant Recipient Contact(s):** List full name, title, phone number, email address, and organization name for the following:

- a. Primary Principal Investigator of the applicant Organization
- b. Primary Authorizing Official of the applicant Organization

**ELIGIBILITY INFORMATION**

1. **The Strategic Priority Addressed.** Please refer to the [2027 AFWA Strategic Priorities](#) and list the Strategic Priority your proposal addresses.
2. **Organization Type.** Select one of the following:
  - A. State
  - B. Nonprofits with or without 501(c)(3) status with the IRS
  - C. Private, Public and State Controlled Institutions of Higher Education
  - D. Other (see below)

**Other eligible applicants** include the U. S. Fish and Wildlife Service, or a State or group of States, for the purpose of carrying out the National Survey of Fishing, Hunting, and Wildlife Watching. For purposes of the Multistate Conservation Grant Program (MSCGP), ‘States’ include the 50 U.S. States; the District of Columbia (eligible under Sport Fish Restoration only); the Commonwealths of Puerto Rico and the Northern Mariana Islands; and the territories of American Samoa, Guam, and the U.S. Virgin Islands. Canadian provinces and other non-U.S. jurisdictions are not eligible applicants and are not counted when determining whether a project benefits more than 50 percent of the States in a U.S. Fish and Wildlife Service region or regional association of State fish and wildlife agencies.

**3. Beneficiary Information.** The project must benefit at least one of the following.

Please choose one of the following categories that best describes the geographic scope of the project:

\*\*\*If the proposal does not benefit all states, please list the states (abbreviations) it does benefit.

**You must describe how the project will benefit the states or region selected.\*\*\***

- A. Project benefits at least 26 states, or
- B. Project benefits a majority (over 50%) of the States in a [U.S. Fish & Wildlife Service Region](#) that will benefit, or
- C. Project benefits a majority (over 50%) of the States belonging to a regional association of State fish and wildlife agencies (click each association link for the state members, [WAFWA](#), [MAFWA](#), [NEAFWA](#), [SEAFWA](#)). Please indicate the regional fish and wildlife association that will benefit.

For benefit-counting purposes, ‘States’ refers only to the jurisdictions defined under ‘**Eligible applicants,**’ and does not include Canadian provinces or other non-U.S. partners that may participate in regional associations. The District of Columbia may be included as a benefiting State only when the project involves activities eligible under Sport Fish Restoration.

Proposals must list the regions and state abbreviations for all states that will benefit and briefly describe how the project will benefit the region and states identified. Please review the Service regions at <https://www.fws.gov/about/regions> and the regional association of state fish and wildlife agencies at <https://www.fishwildlife.org/afwa-acts/regional-associations> . “States” include U.S. States, the District of Columbia, and U.S. territories only.

**4. Eligibility Standards.** To be eligible AND allowable, projects and activities must also follow all current laws, regulations, guidance, and details provided in NOFO; cost principles under [2 CFR 200](#); and any other rules or standards set forth by the USFWS, including Presidential Executive Orders and Department of the Interior Secretarial Orders. Projects proposed for Multistate Conservation Grant (MSCGP) funding must meet species and activity eligibility standards under the Wildlife Restoration Act and/or Sport Fish Restoration Act (collectively herein referred to as “the Acts”). Eligible species are wild birds and mammals and sport fish. Proposed project activities must carry out the purposes of the Acts. The purposes of the Acts include conservation, restoration, management and enhancement of wild birds or mammals or sport fish and provide for public use and benefit from these resources.

**Ineligible Species and Activities.** Any taxonomic group other than wild birds and mammals or sport fish is ineligible. Ineligible activities include, but are not limited to, public relations to promote an agency; general conservation education or wildlife education that is not specifically related to sharing accomplishments supported by the Acts; law enforcement activities; establishment of regulations; producing revenue as the primary purpose including all processes and procedures directly related to printing, distribution, issuance or sale of licenses and permits; promoting opposition to regulated taking of fish or hunting or trapping wildlife; and wildlife damage management.

**Definitions:**

**Wildlife** means the indigenous or naturalized species of *birds or mammals*.

**Sport fish** means aquatic, gill-breathing, vertebrate animals with paired fins, having material value for recreation in the marine and fresh waters of the United States.

**R3** means recruitment, retention and reactivation of hunters or target shooters or anglers or boaters.

## FUNDING PROGRAM(s).

Identify grant program(s) relevant to your proposal:

- Traditional Multistate Conservation Grant Program – Wildlife Restoration (T-MSCGP WR)
- Traditional Multistate Conservation Grant Program – Sport Fish Restoration (T-MSCGP SFR)
- Modern Multistate Conservation Grant Program – Wildlife Restoration (R3-MSCGP WR)

**Traditional Multistate Conservation Grant Program – Wildlife Restoration (T-MSCGP WR)** means the funding portion requested for wildlife restoration projects. Proposals may address Strategic Priorities 1- 4.

**Traditional Multistate Conservation Grant Program – Sport Fish Restoration (T-MSCGP SFR)** means the funding portion requested for sport fish restoration projects, including angler and boater R3 projects. Proposals may address Strategic Priorities 1- 4.

**Modern Multistate Conservation Grant Program – Wildlife Restoration (R3-MSCGP WR)** means the funding portion requested for Hunting and Target Shooting -related R3 projects under the Wildlife Restoration and the Pittman-Robertson Modernization Act. Proposals may address Strategic Priority 3.

## PROJECT NARRATIVE

The project narrative serves as your proposal for funding as part of your application for MSCGP funding. The project narrative is the heart and soul of your grant application. It helps to identify a conservation issue, problem, or opportunity that must be addressed, as well as the actions that your agency/organization will implement to help resolve the issue, problem, or opportunity. A project narrative is required for each specific project funded in a grant. These elements are required and must be included in a complete project narrative:

- I. **Need:** This section should be a clear and concise description of the conservation or R3 issue or problem that is being addressed by your proposal and should answer the question, “Why is this project necessary?” Provide data or cite evidence to support the issue or problem identified to help strengthen your proposal’s case. Be sure to describe the geographic scope of the issue or problem as it relates to project eligibility (i.e., is the problem national or regional in scope), explain how the proposal will address the Strategic Priority, and explain how the issue or problem is related to the purposes of the [Wildlife Restoration Act](#) and/or [Sport Fish Restoration Act](#). Explain your organization's role in addressing the issue, describe what is currently being done by your organization or others to address it, and how this proposal will fulfill a new need or complement existing work on the issue. Explain why MSCGP funding is critical to addressing the issue or problem, and describe what will happen if funds are not allocated for the project and the need is not addressed. Do not describe your objectives or your methods in the Need section.
- II. **Purpose:** This section should be brief and ONLY state the project’s expected outcome after addressing the conservation issue or problem. Good purpose statements:
  - ✓ Are concise, clear, and stated in no more than a sentence or two.
  - ✓ Set the stage by clearly starting with, “The purpose of this project is to ...”
  - ✓ **Do not** describe or provide a “preview” of the proposal’s objectives or methods in this section.
- III. **Objectives:** Objectives should be specific, measurable and achievable within the grant period, and relevant to the project's need, purpose, and eligibility. Objectives are meant to be realistic targets or benchmarks that, if achieved, will contribute to resolving the need described. Your objectives will be used to measure

progress, so don't embellish the numbers! Be realistic and make sure your objectives can be attained within the grant period. Objective statements should be one sentence, should not restate the Need or Purpose, and should not describe your methods. You can have multiple objectives in your proposal but be sure to follow each stated objective with a detailed description of your methods in an Approach section. Do not include any objectives that will not or cannot be completed within the grant period.

- IV. **Approach:** This section describes how you will accomplish the stated objective(s). Include an Approach section for each Objective. Provide a detailed description of techniques and methods that will be used to accomplish the objective. Your Approach description must address:
- What will you do?
  - When will you do it?
  - How many or how frequently will it be done?
  - Where will you conduct the work? For work conducted in the field, specific locations must be identified, and detailed methods must be provided describing how you will access study sites, exactly what will be performed at each site, and when. Describe if fish or wildlife will be captured and handled, and address collecting permits, if applicable.
  - Who will be involved in carrying out the methods? Describe the role of those responsible for conducting the work, including those coordinating the work and those carrying out day-to-day tasks. If contractors/sub-recipients will be used to complete project-related work, indicate which tasks the contractor/sub-recipient will complete. You will identify specific costs for any contractor/sub-recipient in the budget, not in the Approach.
  - **Do not** re-describe the Need or Purpose in the Approach.
  - **Do not** describe project benefits, monitoring, or evaluation steps in this section; those will be described in the following sections.
- V. **Results or Benefits Expected:** This section specifies intended results, expected benefits, and outcomes that impact the need if the project objectives are completed and the identified need is resolved or significantly improved by your project. Benefits should be expressed in measurable outcomes (e.g., the number of participants likely to continue the learned outdoor activity; status of fish and wildlife resources). Describe how your project outputs and deliverables benefit the geographic scope you selected under "Beneficiary Information". Please also address for reviewers how the project benefits will be continued after project completion beyond the life of the grant by describing the anticipated, extended use/life of the project's results, products, or services after the project is completed and how this extended use/life will be sustained.
- VI. **Deliverables:** Identify and describe deliverables that will be produced by your project. Deliverables may include but are not limited to, designed reports, peer-reviewed publications, photo and video collections, marketing templates, toolkits, and presentations and webinars. All deliverables must be submitted to AFWA and USFWS upon project completion, including all photos and video footage obtained using grant funds, even if not selected for use in the project's final products. Also, describe how deliverables will be disseminated to intended users. All deliverables made available for distribution in digital or hard copy format **must** include acknowledgment of the MSCGP award number and program logos, which the USFWS will provide if you receive an award. This section in your proposal must acknowledge and commit to these deliverable requirements.
- VII. **Timeline:** Identify time frames within which key project tasks and activities will be carried out. A timeline may be presented as a list or chart. The timeline will help reviewers determine whether the project Objective(s) and Approach(es) are realistic for the grant period.

VIII. **Monitoring:** Describe how you will track the project's progress in alignment with the proposed timeline and milestones.

Significant developments must be disclosed and communicated to AFWA and the USFWS as soon as they are recognized. Significant developments are defined as problems, delays, or adverse conditions that will materially impair the ability to meet the objective(s) of the grant, or favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated, or producing more or different beneficial results than originally planned.

IX. **Evaluation:** Describe how you will assess the effectiveness of your project outputs and deliverables in achieving the intended project outcomes (e.g., increased recruitment).

X. **Qualifications of Key Personnel:** In one to two paragraphs describe personnel working on the project. Include details about their role in the project, relevant expertise, and significance to the project.

## LETTER OF ENGAGEMENT

If your project depends on the participation of State fish and wildlife agencies to carry out key activities such as data sharing, interviews, database development or similar, you are encouraged—but not required—to include letters of engagement (formal letters or emails) confirming their willingness and ability to participate.

However, if specific State fish and wildlife agencies are **explicitly named** in your project objectives, activities, or approach, letters of engagement from those agencies **are required**.

Consider including the following details:

- ✓ Engagement Type (e.g., training, data sharing, toolkit development)
- ✓ Description (Brief overview of the engagement)
- ✓ Quantifiable Target (e.g., number of trainings, participants, or dataset shared)
- ✓ Engaged Division/Department Program (e.g., Outreach and Education, Human Dimension, Licensing, etc.)

*Note: Please do not submit general **Letters of Support** for your project. They will not be considered.*

## BUDGET NARRATIVE

Applicants must include a budget narrative describing and justifying requested items and costs. All Budget Categories must be addressed in the narrative; for those Budget Categories that are not relevant to your project, indicate “N/A.” Be sure to include any cost item that requires prior approval under the Federal cost principles, including any anticipated travel, sub-awarding or contracting out of any work under the award. See [2 CFR 200.407](#) “Prior written approval (prior approval)” for more information and the complete list of costs requiring prior written approval.

**Personnel Salary:** For each position involved in the project, indicate the percentage of time (in hours or workdays) and the estimated salary. Include a brief description of their role in the project.

**Fringe Benefits:** Identify your organization’s current fringe rate(s) and what is included in the rate (e.g., social security, employee life, health, unemployment, workers' compensation insurance, pension, and unemployment).

**Travel:** Describe how travel supports the project objectives, including the purpose of travel and the specific name of the meeting or event that employees are attending. For each travel, describe who is traveling to the meeting or event and their roles (e.g., presenting, leading program, facilitating, or participating in the discussion), and describe the breakdown of estimated costs per traveler (e.g., airfare, lodging, meals), as allowable under [2 CFR 200.475](#) [Travel Costs](#).

**Equipment:** Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$10,000 ([2 CFR 200.1](#)). Grantees and subrecipients must follow the requirements at 2 CFR 200 when acquiring equipment under an award, with emphasis on 200.313, 200.317 through 200.327, and 200.439. Please note the prohibitions on certain **telecommunications and video surveillance services** or equipment in [2 CFR 200.216](#). The Department of the Interior’s Uncrewed Aircraft web page lists approved unmanned aircraft and related equipment and software.

If equipment previously purchased with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source.

**Supplies:** Supplies mean all tangible personal property other than those described in the equipment definition. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the non-Federal entity for financial statement purposes or \$10,000, regardless of the length of its useful life.

**Contractual:** Provide a separate description of services and total estimated cost for each **contract** anticipated during the project. (NOTE! Do not describe subawards and subrecipients in this section! See [2 CFR 200.331](#) “Subrecipient and contractor determinations” to learn how to determine the difference.)

### **Other:**

**Subawards:** Provide a separate description of services and total estimated cost for each **subaward** anticipated during the project. (NOTE! Do not describe contracts and contractors in this section! See [2 CFR 200.331](#) “Subrecipient and contractor determinations” to learn how to determine the difference.) Applicants intending to act as a **fiscal agent** (a pass-through) for another organization must clearly state that they are acting as a fiscal agent and why this role is necessary for the project. Fiscal agents must be clearly identified in the budget and described in the narrative, including which costs (if any) they will charge to the grant.

**Participant Support Costs:** Participant support costs mean direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) concerning conferences or training projects (see 2 CFR 200.1). These costs should be described in the narrative and identified in the budget under the “OTHER” cost category.

Recipients and sub-recipients must follow the requirements at 2 CFR 200 when expending participant support costs under an award, emphasizing 200.68, 200.75, 200.308, and 200.456.

Participant Support Costs MAY include: Event registration fees; Stipends for subsistence and lodging; Travel costs when the sole purpose of the trip is to participate in the project activity; Event support costs for lodging and food expenses paid directly to the event facility, only if the payment is made on behalf of, or reimbursed directly to, the participant; Meals and incidentals when in travel status; and Training materials.

Participant Support Costs do NOT include: Honoraria paid to guest speakers or lecturers; Expenses for project personnel or collaborators to attend meetings, conferences or seminars; Conference support costs such as facility rentals, media equipment rentals or conference/training meals and break refreshments; Payments to trainers; Payments to other employers as reimbursement for costs related to sending their employees to training.

**Program Income:** Program income is gross income received by the grantee or sub-recipient and earned only due to the grant during the grant period. Estimate the amount of program income that the project is likely to generate. Indicate the method or combination (deduction, addition, or matching) of applying your expected program income if necessary. USFWS approval is required for the additive or matching method. Please indicate whether the applicant wants to treat income it earns after the grant period as additional funding for purposes consistent with the grant terms and conditions or program regulations.

**Indirect:** Indirect (Facilities and Administrative) costs are those incurred for a common or joint purpose benefiting more than one cost objective, and they are not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved.

Please identify the indirect cost rate your organization is using for this award. Indicate whether your organization has a negotiated indirect cost rate agreement (NICRA) and its status: approved, expired, not yet submitted to the cognizant agency, or pending approval by the cognizant agency. You are required to submit a copy of your organization's NICRA with the Grant Application Package submitted in GrantSolutions.

Otherwise, indicate whether the organization does not have (and does not plan to have) a NICRA and instead proposes to use the [de minimis rate](#) or whether the organization chooses not to include indirect costs in its proposed budget. **Please note:** Cooperative Agreements are not an eligible funding instrument for MSCGP. Thus, indirect rates governed by agreements under Cooperative Fish and Wildlife Research Unit Programs or Cooperative Ecosystem Studies Unit Networks are not applicable.

**If you have an approved NICRA (submitted or pending approval), your indirect costs must be calculated by applying your indirect rate to the direct cost base identified in your NICRA (or proposed but not yet approved NICRA).** Your NICRA may identify the cost base as salaries and wages, salaries/wages and fringe, Total Direct Costs, Modified Total Direct Costs, or Pass-through agreements. **Please review your NICRA carefully to determine which direct costs are included in your indirect cost calculation.**

**If you are eligible to use the [De Minimis indirect rate](#), your indirect costs must be calculated by applying the De Minimis rate to the Modified Total Direct Costs (MTDC).** MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$50,000 of each subaward (regardless of the performance period of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs, and the portion of each subaward in excess of \$50,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs and with the approval of the cognizant agency for indirect costs.

**Suggested Budget Table Format for Multistate Conservation Grant Proposals**

PLEASE NOTE: This table represents the preferred budget format and includes the Budget Categories required in the Federal Form SF-424A. However, applicants are not required to use it. If an applicant wishes to use it, they may modify this table to meet their needs as long as the Budget Categories required by the Federal Forms are shown (e.g., you can insert more lines of detail to show each contract, multiple instances of travel, multiple project support costs).

If applying for multi-year funding, you must include a detailed annual budget by adding columns for each additional year.

<b>Expenses</b>	<b>2027 MSCGP Costs</b>	<b>Base Costs Included in Indirect Cost Calculation:</b> <i>NICRA-specified Base or MTDC Base</i>
<b>Personnel</b>		
<b>Fringe ( __ %)</b>		
<b>Travel</b>		
<b>Supplies</b>		
<b>Equipment</b>		
<b>Contract (Total)</b>		
1. Contract Name or TBD - \$ _____		
2. Contract Name or TBD - \$ _____		
3. Contract Name or TBD - \$ _____		
<b>Other (Specify)</b>		
<b>Participants Support Costs (Total)</b>		
<b>Subawards (Total)</b>		
1. Subaward Name or TBD - \$ _____		
2. Subaward Name or TBD - \$ _____		
3. Subaward Name or TBD - \$ _____		
<b>Total Direct Costs</b>		
<b>Indirect Costs ____%</b>		
<b>Total Expenses</b>		

**Funding Source(s):**

T-MSCGP SFR: \$ \_\_\_\_\_ T-MSCGP WR: \$ \_\_\_\_\_ R3-MSCGP WR: \$ \_\_\_\_\_