

## JUSTIFICATION FOR USE OF FINANCIAL ASSISTANCE

**Recipient Name:**

**PR# & FA Award #:**

**Project Title:**

**NPS Unit or Program:**

**CFDA #:**

(A list of NPS CFDA programs and their related CFDA #s can be found at <http://www.cfda.gov/>)

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### Legal Instrument Selection:

**Check here if you are recommending a Task Agreement under an existing Master Cooperative Agreement: Master Agreement #**

Recipient recommended to receive the award:

Describe reason(s) for selection and other recipient organizations considered for the award. **At least three recipients under the Master Cooperative Agreement must be considered and documented below along with the rationale for your recommendation (note: The MWRO Grants Officer assigned to your project will provide technical assistance to complete this requirement):**

**Check here if you are recommending a competitive Cooperative Agreement or Grant**

**Check here if you are recommending a single source (non-competitive) Cooperative Agreement or Grant:**

Recipient nominated to receive the award:

Per Departmental Manual Release 505 DM 2, a written justification to the file must be prepared to explain why competition is not practicable, including a statement of which criteria described below justify the action and why. The justification will include a discussion of the program legislative history, unique capabilities of the proposed recipient, and cost-sharing contribution offered by the proposed recipient, as applicable. To satisfy this requirement complete the single source award justification as described on the last two pages of this document.

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**Legal (Statutory) Authority(s):** Below is a list of commonly used NPS FA legal authorities. Check the appropriate legal authority(s) below or write in another NPS FA legal authority if another legal authority(s) is more appropriate.

16 USC § 1g: Agreements for the Transfer of Appropriated Funds to Carry Out NPS Programs 16

USC § 1246(h)(1): Agreements to Operate, Develop, and Maintain Portions of National Trails 16 USC

§ 470a(b)(6(A)): Agreements with State Historic Preservation Officers

16 USC § 1a-2(j): Agreements Concerning Cooperative Research & Training on NPS Resources (CESU)

16 USC § 4601-4: Land and Water Conservation Fund (LWCF) Act

16 USC § 1721-1729: Public Land Corps (PLC)

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(Summaries of specific legal authorities that enable the National Park Service to participate in financial assistance and partnership activities can be found by going to: <http://www.doi.gov/partnerships/partnership-legal->

[framework.cfm](#) and then clicking the National Park Service specific link toward the bottom of the page. If you are not familiar with the legal authority be sure to read it in its entirety before recommending or approving its use.)

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**Describe how this project fulfills a Public Purpose of support or economic stimulation.** Public purpose statements that have been previously approved by NPS FA Management and the DOI Solicitors office for the Justification for Use of Financial Assistance document include, but are not limited to, the following. If one of the public purpose statements below is appropriate for your proposed FA grant or agreement, check the appropriate public purpose statement(s) below. If an appropriate public purpose statement does not exist below you must write a more applicable public purpose statement in the space provided below or as an attachment if additional space is needed. **The statement of work within the proposed FA grant or agreement must provide additional details in support of your public purpose statement.**

The project engages recipients, partners, communities, and/or visitors in shared environmental stewardship.

The project promotes greater public and private participation in historic preservation programs and activities. The project builds resource stewardship ethics in its participants.

The information, products and/or services identified or developed by this project will be shared through a variety of strategies to increase public awareness, knowledge and support for historic preservation and stewardship of the nation's cultural and historical heritage.

The principal purpose of the project is to support the Government's objective to provide opportunities for youth to learn about the environment by spending time working on projects in National Parks. The NPS receives the indirect benefit of completing conservation projects.

The project motivates its youth participants to become involved in the natural, cultural and /or historical resource protection of their communities and beyond.

Students gain "real world" or hands-on experience outside of the classroom of natural, cultural and/or historical resource projects.

The scientific community and/or researchers external to NPS gains by new knowledge provided through research and related results dissemination of natural, cultural and/or historical resource information.

The project assists in the creation, promotion, facilitation, and/or improvement of the public's understanding of natural, cultural, historic, recreational and other aspects of areas such as ecological conservation areas, and state and local parks.

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**For an Agreement, explain the nature of the anticipated Substantial Involvement. What will NPS specifically do to carry out the project?** Substantial involvement statements that have been previously approved by NPS FA Management and the DOI Solicitors office for the Justification for Use of Financial Assistance document include, but are not limited to, the following. If one of the substantial involvement statements below is appropriate for your proposed FA agreement, check the appropriate substantial involvement statement(s) below. If an appropriate substantial involvement statement does not exist below you must write a more applicable substantial involvement statement in the space provided below or as an attachment if additional space is needed. Substantial involvement is a fact-specific inquiry that will vary from project-to-project. **The statement of work within the proposed FA grant or agreement must provide additional details in support of your substantial involvement statement.** For a grant, simply check the box to confirm that substantial involvement does not exist:

The project being proposed is a Grant. Substantial involvement does not exist.

NPS is involved with the recipient in describing the goals, jointly developing the scope and the activities to be accomplished. This must be combined with other substantial involvement, such as providing technical assistance or any of the statements listed below, that goes beyond Federal stewardship responsibilities.

NPS staff will assist the recipient in selecting projects, provide orientation to park resources, oversee assignments, teach new skills, distribute tools and equipment and provide technical assistance and safety training.

NPS will provide cultural/environmental programs to the team members including park tours, educational programs, talks on the history of the park, and other similar programs in a variety of media and will coordinate among other NPS units in the area to provide joint educational programs and field trips to NPS and other related sites.

NPS will provide the programmatic structure of the project, provide special interpretive programs, and provide educational elements of the project such as trade skill development and leadership development.

NPS staff will work together with recipient to jointly organize and deliver seminars, workshops and types of training programs for the purpose of promoting historic preservation to non-Government entities, States, Tribes and local governments and the general public.

NPS will provide the services of a Program Coordinator to serve as liaison to (the recipient) for the work under this agreement. This includes consulting and working specifically with the Recipient's program coordinator and team leaders on recruiting , interviewing and recommending appropriate candidates.

NPS will provide a work leader and skilled maintenance staff to mentor and train the youth employed through this program.

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Detailed Budget Review:

Your initials below certify that a recipient detailed budget has been received, evaluated and determined to be allowable, allocable, reasonable and necessary in accordance with OMB, agency and bureau regulations, policies and guidance.

ATR Review: \_\_\_\_\_ Awarding Officer Approval: \_\_\_\_\_  
(Initial & Date) (Initial & Date)

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Requested by: \_\_\_\_\_ Approved: \_\_\_\_\_  
(Signature) (Signature)

NPS ATR (Type Name) NPS Awarding Officer (Type Name)

Date: \_\_\_\_\_ Date: \_\_\_\_\_

## **SINGLE SOURCE (NON-COMPETITIVE) AWARD JUSTIFICATION**

### **Criteria for Justifying Award Without Competition (Single Source).**

Per Department Manual Release 505 DM2, in order for an assistance award to be made without competition, the award must satisfy one or more of the following criteria:

- (1) **Unsolicited proposal** - The proposed award is the result of an unsolicited assistance application which represents a unique or innovative idea, method or approach which is not the subject of a current or planned contract or assistance award, but which is deemed advantageous to the program objectives;
- (2) **Continuation** - The activity to be funded is necessary to the satisfactory completion of, or is a continuation of an activity presently being funded, and for which competition would have a significant adverse effect on the continuity or completion of the activity.
- (3) **Legislative intent** - The language in the applicable authorizing legislation or legislative history clearly indicates Congress' intent to restrict award to a particular recipient or purpose.
- (4) **Unique Qualifications** - The applicant is uniquely qualified to perform the activity based upon a variety of demonstrable factors such as location, property ownership, voluntary support capacity, cost-sharing ability, if applicable, technical expertise, or other such unique qualifications;
- (5) **Emergencies** - Program/award where there is insufficient time available (due to a compelling and unusual urgency, or substantial danger to health or safety) for adequate competitive procedures to be followed.

Each justification shall contain sufficient facts and rationale to justify the criteria cited. At a minimum, each justification shall include the following information:

## **SINGLE SOURCE (NON-COMPETITIVE) AWARD JUSTIFICATION**

**Recipient Name:**

**Agreement Number:**

- (1) **Identification of the agency and the program office.**
- (2) **Nature and/or description of the work to be performed (including a discussion of the program legislative history).**

BACKGROUND AND OBJECTIVES

STATEMENT OF WORK

- (3) An identification of the criteria permitting award without competition.**
- (4) An explanation that the proposed recipient’s criteria or the nature of the project requires use of the criteria cited (for example, if Unique Qualifications are cited as a reason for not competing an award, a detailed account of those qualifications needs to be presented).**
- (5) For Unique Qualifications criteria only, provide a description of the comparative analysis employed that supports the unique qualifications of the recipient and the results (showing that no other entity is able to perform the work). This may include but are not limited to success/special qualifications to perform in prior/comparable FA projects that serve important agency or bureau priority goals, leadership and specialized experience, logistics capability in managing contemplated tasks in support of the stated public purpose, unique or specialized facilities, etc.**

Requested by: \_\_\_\_\_ Approved: \_\_\_\_\_  
 (Signature) (Signature)

NPS ATR (Type Name) NPS Awarding Officer (Type Name)

Date: \_\_\_\_\_ Date: \_\_\_\_\_

Comments and Additional Information: