

Accessing Federal Funding for Dockside Monitoring & Sector Operations

Sector Manager Training: April 21, 2010



**Gulf of Maine
Research Institute**

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Outline

- Funding
 - Types of Funds Available
 - Dockside Monitoring Funding
 - Sector start-up/operations funding
- Federal Grants
 - Federal Funding Flow
 - Use of Federal Funds
 - Subaward Agreements
- Getting Reimbursed
- GMRI's Role
- GMRI Contacts
- Handouts & Questions

Federal Funding for Sector Start-up and Dockside Monitoring

- Fiscal Year 2009
 - sector start-up costs (\$320,000)
 - dockside monitoring – fy2010 (\$1.2 million)
- Fiscal Year 2010
 - sector operational costs (\$641,000)
 - dockside monitoring – fy2011 (~\$600,000)

Dockside Monitoring Funding

- Sectors met to decide on a dispersal formula that accounts for:
 - fixed costs/trip
 - time of off-loads
 - use of roving monitors
- Initial Formula:
 - 60% - follows pounds (\$720,000)
 - 25% - follows trips (\$300,000)
 - 5% - use roving monitors(\$60,000)
 - 10% - reserve(\$120,000)
- Review formula in mid-summer

Dockside Monitoring Funding (cont.)

- Per pound:
 - at 99 million pounds landed (that's full allocation, minus $\frac{1}{2}$ GB Haddock and $\frac{1}{2}$ redfish), each monitored pound (every other trip is monitored) would yield 1.5¢
 - at 65 million pounds landed (roughly what was landed in 2008), each monitored pound would yield 2.2¢
- Per Trip
 - at 18,000 trips (2008), each monitored trip would yield \$33
- Per Roving trip
 - assuming 4,300 roving trip (predicted), each would yield an additional \$27.50

Example Dockside Monitoring Funding

Monthly activity	amount monitored	\$ credited	total credited (that month)
200,000 lbs landed	100,000 lbs	1.5¢/lb	\$ 1,500
30 trips	15 trips	\$ 33/trip	495
8 roving trips	4 trips	\$ 27/trip	110
Total			\$ 2,105

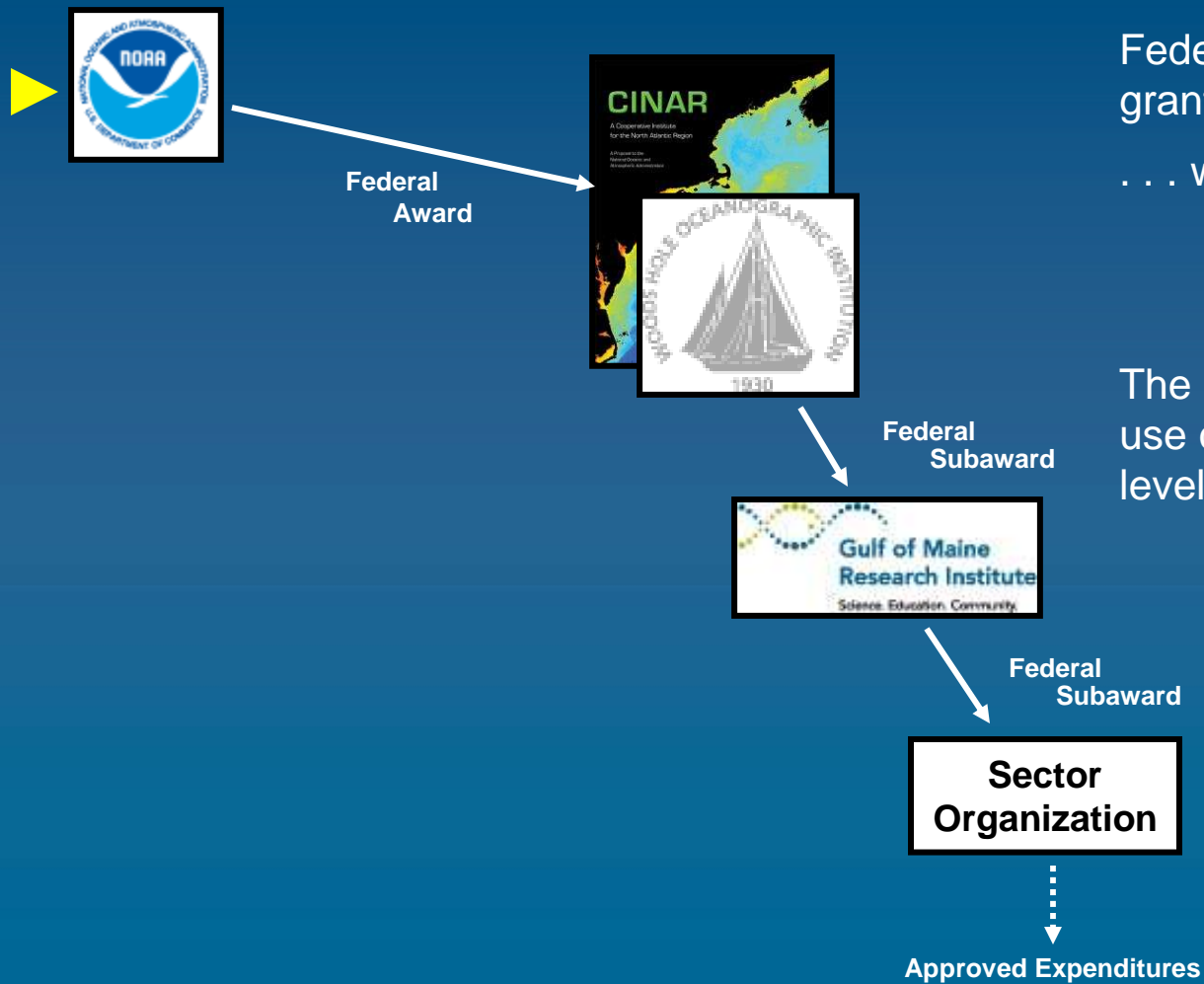
- If bill from dockside monitor is \$2,105 or less, GMRI reimburses the full amount
- If bill from DSM is more than \$2,105, GMRI reimburses \$2,105, keeping track of any difference and fully reimburses mid-year or end-of-year as funds allow

Federal Funding for Sector Start-up costs

NOAA Sector Start-up Funds

- Two Rounds
 - \$320,000 in fiscal year 2009 funds
 - \$641,000 in fiscal year 2010 funds
- GMRI acting as pass-through for federal funds
 - sectors become subawardees (process explained next)
 - subaward agreement
 - budget
- Allowable expenses
 - sector manager salaries/fees
 - office equipment/lease
 - software
 - legal
 - others?

Federal Funding Flow



Federal funds are awarded via direct grant contracts

. . . which may then be sub-awarded
. . . and sub-sub-awarded.

The rules and regulations governing use of Federal funding apply to all levels of recipients.

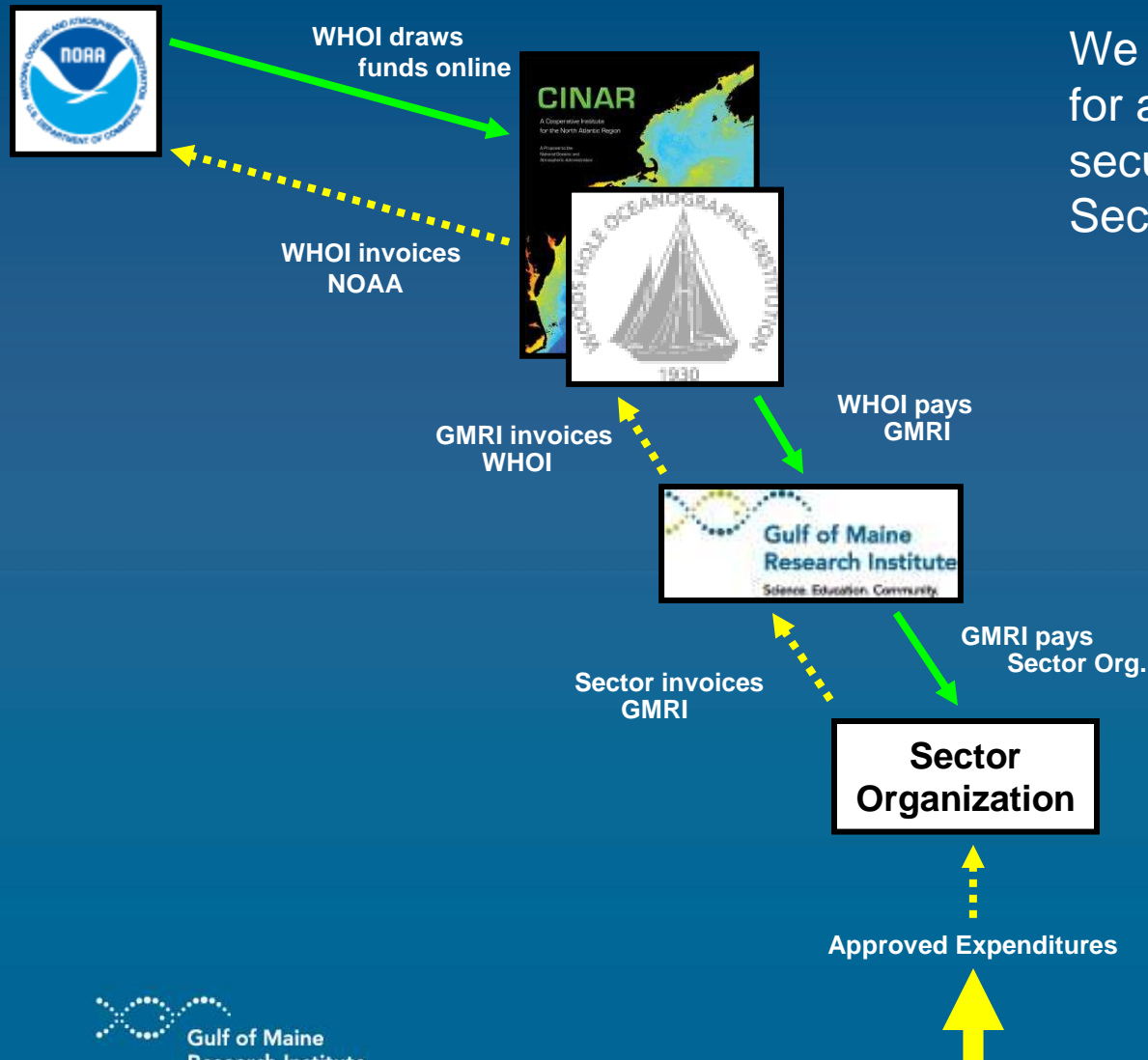
Use of Federal Funds

- Agreements (awards or subawards) are signed by an authorized official of the granting and recipient organizations to document the funding arrangement.
- Recipient's budget must be approved before GMRI can issue a subaward.
- Funding is provided on a cost-reimbursement basis only:
 - Invoice GMRI for reimbursement of costs incurred, with supporting documentation (Costs may be claimed once the bill is received for the goods or services)
- Federal funds may not be used for certain “unallowed” costs, including:
 - Lobbying
 - Fundraising
 - Entertainment & Liquor
 - Gifts & Donations
 - Advertising & Marketing
- Other requirements may exist for certain costs, e.g. equipment.
- Sector organizations may need to obtain a DUNS number and to register with Central Contract Registry if receiving \$25,000 or more Federal funds.

Subaward Agreements

- Subaward agreements must contain certain legal provisions, including:
 - Reference to main, governing agreement (the original award from NOAA)
 - Start and end date
 - Reporting and recordkeeping
 - Rights to inventions
 - Equal employment opportunity
 - Contracts for more than \$100,000 have other special provisions
- Subaward agreements reference the applicable Federal Cost Guidelines governing use. In this case:
 - OMB Circular A-110, now relocated to 2 CFR Part 215, Cost Principles
 - OMB Circular A-122, now relocated to 2 CFR Part 230, Allowed/Unallowed Costs
- Any recipient with \$500,000 or more of Federal awards or subawards in any given year must have a “Single Audit” (compliant with OMB Circular A-133) completed and filed with the Federal Government.

Getting Reimbursed



We expect it to take 5-8 weeks for a Sector organization to secure reimbursement, once the Sector invoices GMRI.

Getting Reimbursed

Why does it take so long?

- GMRI can only invoice WHOI once a month.
 - GMRI must have all Sector invoices AND all GMRI reimbursable project costs before invoicing.
 - Estimated 2 weeks from end of month.
- WHOI must receive GMRI invoice, process an invoice, receive funds, and then process payment to GMRI.
 - Estimated 2-4 weeks from receipt of GMRI invoice.
- GMRI must receive WHOI payment and then process payment to Sector.
 - GMRI issues payment in the next weekly check run.
 - Estimated 1-1.5 weeks from receipt of funds from WHOI

GMRI is Responsible for Your Grant Activity

GMRI's role:

- Issue Subawards & make sure Sector organization understands the agreement.
- Establish a reporting schedule and format for the award.
- Approve reimbursements and process payments.
- Monitor actual to budgeted use of funds.
- Make onsite review and audit of Sector organization records.

GMRI Contacts

- Jonathan Labaree
 - jlabaree@gmri.org
 - 207-228-1630
 - Funding proposals & overall project management
- Janet Underhill
 - junderhill@gmri.org
 - 207-228-1640
 - Financial questions & subaward information
- Pat Foote
 - pfoote@gmri.org
 - 207-228-1672
 - Reimbursement documentation and followup

Handouts & Questions

- Handouts Available
 - Copies of this Presentation
 - Sample Subaward agreement
 - A-133 Certification form – to be signed by each organization
 - Sample Invoice from Sector organization to GMRI
 - Financial Management Systems Required by Federal Guidelines
 - Federal Cost Policy Summary

- Your Questions?