

FY24 FUNDING TO SUPPORT TRIBAL CLIMATE RESILIENCE

AGENCY: Bureau of Indian Affairs, Office of Trust Services, Division of Environmental Services and Cultural Resources Management, Branch of Tribal Climate Resilience

ACTION: Request for Proposals (RFP)

SUMMARY: The Secretary of the Department of the Interior (Secretary), through the Bureau of Indian Affairs (BIA) Office of Trust Services, Branch of Tribal Climate Resilience (TCR) solicits funding proposals from Federally recognized Tribes and authorized Tribal organizations (including Tribal consortia) to support Tribal climate resilience. This program will provide \$120 million in funding in FY24 to support Tribal climate resiliency. Since 2020, TCR has funded 568 Tribal projects totaling \$194.3M – peaking in FY23 at \$120.8M (150 awards). FY24 marks the final year of increased available funding made possible through the Bipartisan Infrastructure Law and Inflation Reduction Act. Funds will be awarded on a competitive basis. Evaluations of project proposals will be based on the ranking criteria specified below.

The funding will support Tribes and authorized Tribal organizations as they prepare for and address climate change impacts on Tribal Treaty and Trust resources, economies, regenerative agriculture and food sovereignty, conservation practices, infrastructure, and human health and safety. Funding will be prioritized for projects that address imminent climate-related threats to human health and safety (including relocation, managed retreat, and protect-in-place efforts) and Tribal capacity to address such threats. Funds may also support projects addressing (but not limited to) environmental justice and equity, sustainability, sovereignty (e.g., energy, food), infrastructure, vulnerable economies, natural and cultural resources, agriculture, conservation, habitat restoration or improvements. These awards are critical to transforming America for the better, creating good-paying jobs, building and strengthening economies and infrastructure, and ensuring safety and security for local communities and Tribes.

The TCR is committed to equity and environmental and social justice in its program delivery and seeks to ensure that all projects provide direct, meaningful benefits consistent with [Executive Order 14112](#) – Reforming Federal Funding and Support for Tribal Nations To Better Embrace Our Trust Responsibilities and Promote the Next Era of Tribal Self-Determination, the [Justice40 Initiative](#),^a the Department of the Interior’s (Department) policy on the inclusion of Indigenous Knowledge at 301 DM 7, the Department’s [Equity Action Plan](#), and other related policies and

^a President Biden’s Justice40 Initiative sets a goal that 40 percent of the overall benefits of certain climate, clean energy, affordable and sustainable housing, and other investments flow to disadvantaged communities that are marginalized by underinvestment and overburdened by pollution. As all Federally Recognized Tribes and Tribal entities (whether or not they have land) are recognized as disadvantaged or Justice40 communities, all awards made in response to this Request for Proposals are anticipated to advance the Justice40 Initiative’s goal. See M-23-09, OMB, CEQ, & CPO, Addendum to the Interim Implementation Guidance for the Justice40 Initiative, M-21-28, on using the Climate and Economic Justice Screening Tool (CEJST) (Jan. 27, 2023), https://www.whitehouse.gov/wp-content/uploads/2023/01/M-23-09_Signed_CEQ_CPO.pdf. In addition, the Climate and Economic Justice Screening Tool identifies as disadvantaged all land within the boundaries of Federally Recognized Tribes and Alaska Native Villages. See <https://screeningtool.geoplatform.gov/en/#3/33.47/-97.5>.

initiatives.

For additional information or questions, please contact your TCR Regional Coordinator (listed at the end of this document) or email resilience.funding@bia.gov, or seek assistance as identified in the Technical Assistance Section.

DEADLINE: Application packages must be submitted no later than **7:59 pm Alaska Daylight Time/ 11:59 pm Midnight Eastern Daylight Time, October 18, 2024**. Proposals received after this deadline will not be considered.

FY24 CATEGORIES OF FUNDING:

- Category 1 – Planning (\$250,000 maximum)
- Category 2 – Implementation (\$4,000,000 maximum)
- Category 3 – Relocation, Managed Retreat, (\$150,000/year for 3 years maximum)
Protect-in-Place (RMP) Staff Salary

Please see the specific descriptions and requirements for each category starting on page 8. A Tribe or Tribal organization may submit multiple application packages for each funding category and could be awarded funding under all three categories. However, only the highest-ranked proposal for each category per applicant would be funded (*i.e.*, a Tribe or Tribal organization may receive one award per category, maximum). Funding priority will automatically be given to those Tribes who have not received a TCR award in excess of \$100,000 in previous years.

Category 1 (Planning) and Category 2 (Implementation) awards may be used to meet Federal and non-Federal cost share/match requirements required by statute. Funding for cost share/match requirements required by regulation may only be awarded after the applicant has sought and been denied a waiver of the regulatory requirements by the relevant agency. Additionally, because the timing of the need for cost-share/match needs may not necessarily align with the deadline of this RFP, TCR has also set aside additional cost-share/match funds that can be applied for on a rolling basis, or so long as funds are available. Please contact your TCR Regional Coordinator or email resilience.funding@bia.gov for additional information.

ELIGIBILITY: All Federally recognized Tribes and authorized Tribal organizations (including Tribal consortia) are eligible to apply. See discussion of Categories 1 and 2 for additional eligibility restrictions. Federally recognized Tribes are those listed in the current Federal Register, *Notice of Indian Entities Recognized and Eligible to Receive Services from the United States Bureau of Indian Affairs*, 89 Fed. Reg. 944 (Jan. 8, 2024). Authorized Tribal organizations, are defined in [the Indian Self-Determination and Education Assistance Act](#) at 25 U.S.C. § 5304(l).

HOW TO APPLY: Applicants must submit a complete application package for each proposal, including: 1) Application Form (see example on page 5; required for all categories of funding); 2) Cover Letter; 3) Proposal (6-page limit); 4) Budget; 5) Budget Narrative, and; 6) any supporting documents (optional). Complete application packages can be submitted electronically

to the [TCR Online Application Portal](#). To apply, applicants must first create an account. Please create the account prior to the award deadline to allow time for any potential troubleshooting. Applicants who have created accounts for previous years, may use their existing username and password. For more detailed information on how to create an account and what type of information will be gathered please see visit the [TCR How to Apply website](#). Online application submission through the [TCR Online Application Portal](#) is the preferred method. If you are unable to apply through the [TCR Online Application Portal](#), you may also arrange with your TCR Regional Coordinator (see contact information listed at the end of this document) to submit your complete application package – prior to the deadline – via email to resilience.funding@bia.gov or by mailing the completed application package to the address below. Application packages must be received prior to the October 18, 2024 deadline.

Attention: TCR Annual Awards
Branch of Tribal Climate Resilience
1001 Indian School Rd NW
Albuquerque, NM 87104

AUTHORITIES: Awards will be authorized under the Public Law 93-638, P. L. 117-58, P. L. 117-43, P. L. 117-169, P. L. 117-70, 25 U.S.C. 2, P. L. 118-15, P. L. 118-22, P. L. 118-42, and 25 U.S.C. 13, as amended, 25 U.S.C. 5304(*I*), and 25 U.S.C. 5301 *et. seq.*

FUNDING DETAILS: All TCR awards will be administered via Self-Determination contracts or Self Governance compacts as authorized by the Indian Self-Determination and Education Assistance Act (ISDEAA), Pub. L. 93-638. Awards are subject to available funding. All efforts will be made to support the maximum number of projects as funds allow. Any award under this announcement is non-recurring and does not guarantee future funding of any kind, including future TCR announcements. Individual awards will not exceed the designated maximum funding amount for that category. Awards are not guaranteed to be funded at the requested amount. Costs disallowed under ISDEAA will not be funded, *see* [2 C.F.R. Part 200, Subpart E – Cost Principals](#) for standard disallowed costs. Budgets should describe all requested funds and clearly identify contracted, subaward, or pass-thru costs. **Do not include indirect costs in budgets.** Indirect/administrative support costs will be awarded separately as Contract Support Costs (CSC) in addition to any project funds awarded by TCR. The CSC calculations will be made by the designated Awarding Official.

TECHNICAL ASSISTANCE: TCR Regional Coordinators (contact information on Page 23) are available to provide technical assistance. TCR staff will hold virtual office hours (with online and phone-in options) each Tuesday at 2 pm Eastern during the open application period to answer questions. Virtual meeting link and phone dial-in information will be posted on the [TCR Annual Awards website](#) once available. Additionally, two technical assistance sessions are scheduled, and recordings of the events will be made available on the [TCR Annual Awards website](#).

**Technical Assistance Session 1:
Informational Webinar (Q&A)**

Date: July 30, 2024 (3 pm EST)

Virtual meeting link and phone dial-in information will be posted on the [TCR Annual Awards website](#) once available.

**Technical Assistance Session 2:
Proposal Writing Webinar**

Date: TBD

Virtual meeting link and phone dial-in information will be posted on the [TCR Annual Awards website](#) once available.

Additional technical assistance, including proposal development assistance and helping to connect applicants to information, data, resources, and expertise will be provided by the [USGS Climate Adaptation Science Centers - Tribal Resilience Liaison Network](#).

FREEDOM OF INFORMATION ACT NOTICE: Any information in the possession of the BIA or submitted to the BIA throughout the process, including final work product, constitute government records and may be subject to the disclosure to third parties under the Freedom of Information Act (FOIA), 5 U.S.C. 552, and the Department of the Interiors FOIA regulations at 43 C.F.R part 2, unless a FOIA exemption or exception applies or other provisions of law protect the information.

APPLICATION FORM
- REQUIRED FOR EACH PROPOSAL AND ALL CATEGORIES OF FUNDING -

APPLICATION FORM (Example only - actual form is online at the [TCR Online Application Portal](#))

The following information is required for all TCR funding Categories. This example Application Form is provided here for reference only. Responses must be entered directly into the [TCR Online Application Portal](#) along with your application.

CATEGORY OF FUNDING: (CHECK ONLY ONE)

- Category 1 – Planning
- Category 2 – Implementation
- Category 3 – Relocation, Managed Retreat, Protect-in-Place (RMP) Staff

TRIBE/TRIBAL ORGANIZATION NAME: _____

SAM.GOV ISSUED UNIQUE ENTITY ID (UEI) NUMBER: _____

PROJECT TITLE: (A succinct but descriptive project title that will distinguish it from other proposals and indicate project purpose and goals (300 character limit, including spaces). Please do not call your project “TCR funding opportunity” or include category information.)

REQUESTED FUNDING AMOUNT: _____

PROJECT SUMMARY: (A brief summary to be made public, if awarded. The summary should focus on what the project will accomplish including the benefits and impacts and should be two sentences long in most cases. The first sentence should clearly state the main activity being used to address the specific need. The second sentence should state the expected outcome from the investment and relevance to climate resiliency. The summary should be concise and use clear, straightforward language that can be easily understood by a diverse audience. Please refrain from using pronouns such as I, we, our, etc.)

TOPIC SECTOR: (CHECK ALL THAT APPLY; select only those topics that your project involves or seeks to address. Topic selections will not affect eligibility of your application and are only used to help with assigning application reviewers with their given areas of expertise)

- Air Quality
- Agriculture/Food Sovereignty

APPLICATION FORM
- REQUIRED FOR EACH PROPOSAL AND ALL CATEGORIES OF FUNDING -

- Biodiversity
- Forestry/Greenhouse Activities
- Cultural Resources/Indigenous Knowledge
- Drought and Desertification
- Energy
- Freshwater Ecosystems
- Habitat or Ecosystem Restoration
- Human Health and Wellness
- Infrastructure
- Nature-based Solutions
- Ocean & Coastal
- Relocation, Managed Retreat and/or Protect-in-Place Activities
- Sustainability
- Water Quality/Quantity
- Wildland Fire
- Wildlife Habitat/Migration Corridors/Refugia
- Youth Engagement

RISK PRIORITIZATION: Preference will be given for critically vulnerable Tribes and Alaska Native Villages at risk of severe climate impacts (including but not limited to extreme temperatures, permafrost degradation, major storms, drought, wildfires, flooding, and sea level rise) which jeopardize public safety and health. Has the Tribe been identified on a priority list of at-risk communities in a published document or assessment (for example [2019 Alaska Statewide Threat Assessment](#))?

- NO
- YES

If YES, briefly describe:

a) *The Tribe's risk ranking within the document/assessment:* _____

b) *Provide a copy of, or hyperlink to the document:* _____

DOES THIS PROPOSAL INCLUDE HABITAT RESTORATION?

- NO
- YES

DOES THIS PROPOSAL INCLUDE ANY NATURE-BASED SOLUTIONS TO CLIMATE CHANGE? Nature-based solutions are approaches that may reduce or remove emissions or minimize the impacts of extreme climate-driven weather and associated disasters. Examples of nature-based solutions include (but are not limited to) limiting deforestation or restoring ecosystems so they sequester carbon, improving degraded habitats by improving ecological diversity, improving management practices of farmed land to reduce emissions and

APPLICATION FORM
- REQUIRED FOR EACH PROPOSAL AND ALL CATEGORIES OF FUNDING -

maximize sequestration, returning or allowing streams to meander along natural courses to reduce flood risk; and integrating nature into urban and agricultural landscapes.)

- NO
- YES

DOES THIS PROPOSAL INCLUDE PLANNING OR IMPLEMENTATION OF RELOCATION, MANAGED RETREAT, OR PROTECT-IN-PLACE EFFORTS?

- NO
- YES

DOES THIS PROPOSAL PROVIDE TRAINING AND/OR TRAVEL SUPPORT TO OTHER TRIBES?

- NO
- YES

If YES, and if awarded, note that Tribal Resolutions (indicating support for the project) from all participating Tribes must be submitted prior to contracting/release of funds.

- I understand and agree to this requirement*

DOES THE PROJECT CONTAIN ANY CONTRACTED, SUBAWARD, OR PASS-THRU COSTS?

- NO
- YES

If YES, note that any such costs must be clearly identified in the budget?

- I understand and have clearly identified these costs in the budget.*

DOES THIS PROPOSAL BUILD UPON ANY PLANNING DOCUMENTS OR PROJECTS PREVIOUSLY FUNDED BY TCR?

- NO
- YES
- I DON'T KNOW

**If YES, list planning documents/projects here _____*

DOES THIS PROPOSAL INCLUDE CONSTRUCTION ELEMENTS?

- NO
- YES
- I DON'T KNOW

APPLICATION FORM
- REQUIRED FOR EACH PROPOSAL AND ALL CATEGORIES OF FUNDING -

- END OF ALL CATEGORIES APPLICATION FORM -
Please see the following category-specific requirements for additional requirements

CATEGORY 1 – PLANNING (\$250,000 MAXIMUM)

Category: 1 (Planning)
Funding: \$250,000 maximum (competitive)
Eligibility: All Federally recognized Tribes, authorized Tribal organizations (including Tribal consortia)

OVERVIEW Category 1 – Planning award is intended to provide as much flexibility as possible in scope of topics allowed to address diverse and complex Tribal climate concerns. Proposals may include development of climate change considerations into formal planning documents or designs as well as data collection/analysis, and supplemental monitoring efforts. If planning documents have already been developed, proposals may include planning and designs related to implementation, such as feasibility studies and structural or engineering documents.

Proposed planning projects may include (but are not limited to) climate adaptation planning, relocation, managed retreat and protect-in-place (RMP) plans, natural or cultural resource management plans such as ocean and coastal, forest, fire, rangeland, or wetland management plans, hazard/emergency response or mitigation plans, ecological restoration, greenhouse gas mitigation plans, construction or engineering plans/designs, training and workshops, internships/climate staffing or program development (*i.e.*, capacity building), and youth engagement. Note that all awards are subject to annual and final reporting requirements, described beginning on page 23 below.

A list of previously funded Planning projects can be found on the [TCR website](#) or contact your TCR Regional Coordinator (see page 23 for contact information) to discuss project eligibility.

CATEGORY 1 – PLANNING PROPOSALS REQUIRED CONTENT

1. APPLICATION FORM (*see example on page 5*)
2. COVER LETTER
3. PROJECT PROPOSAL (*6-page limit; budget, budget narrative and any supporting documents to not count towards 6-page limit*)
 - a. Geographic Location
 - b. Purpose/Risk/Need
 - c. Planning Strategy
 - I. Objectives
 - II. Methods
 - III. Timeline
 - IV. Deliverables
 - V. Expected results/resilience benefits
 - d. Tribal Capacity Building
4. BUDGET
5. BUDGET NARRATIVE

CATEGORY 1 – PLANNING (\$250,000 MAXIMUM)

1. **APPLICATION FORM** consists of basic proposal information that will be entered on the [TCR Online Application Portal](#) when you submit your application. An example of the form can be found on page 4.

2. **COVER LETTER** (indicating leadership acknowledgement/support for the application)

Tribes – Cover letters must indicate Tribal leadership awareness/support for the application submission. A letter or email copy from Tribal leadership or a program/department director acknowledging awareness/support for the application can suffice. *Signed Tribal Resolutions are not required with the application package (although if selected for funding, a signed Tribal Resolution may be necessary for contracting or transfer of funds as required by P.L. 93-638).*

Tribal Organizations/Consortia– Tribal organizations/consortia proposing to develop a product (e.g., plan, assessment, training) on behalf of a Tribe/Tribes must include with their application Tribal resolution(s) from all Tribes being supported.

3. **PROJECT PROPOSAL** 6-page limit (scored on scale of 0 – 100)

a. **Geographic Location** (5 points)

Describe the geographic area to be covered by the project and background information describing challenges the Tribe(s) is/are facing from climate change specific to the geographic area. Include maps when appropriate.

Note: Maps may be attached as supplemental documents and do not count towards the 6-page maximum for the proposal. Geographic location may be an approximation in the case that resource location is considered sensitive information.

b. **Project Purpose** (40 points)

- I. What climate induced environmental threats or risks is the Tribal community facing?
 - i. Quantify the problem: Use relevant data, statistics, reports, research, and Indigenous knowledge to clearly define the climate issue your project addresses and how the community is being impacted. Reference published data or documents wherever possible. Example: Instead of stating "Many tribal communities face climate change challenges," refer to publications, e.g., "According to a 2023 tribal climate vulnerability assessment, [Tribe Name] experiences severe droughts, impacting [number] acres of traditional resources and affecting the livelihoods of [number] families."

CATEGORY 1 – PLANNING (\$250,000 MAXIMUM)

Note: We recognize that complete data sets regarding specific needs to your community may not always be available. Proposals will not be penalized for data gaps beyond your control. Our focus is on identifying strong proposals that demonstrate a clear understanding of the problem you aim to address, even if comprehensive data isn't available. We encourage you to identify known data gaps in your proposal and if feasible, propose solutions for future data collection.

- ii. How are these threats or risks impacting the community (e.g., health and safety, infrastructure, assets, natural or cultural resources)?

c. Strategy

- I. **Objectives** (5 points) - What are you proposing to do to improve conditions or build climate resiliency in response to these threats/risks? Example: Assess climate risk, vulnerability, or impacts, or develop plans to address particular aspects of current or anticipated climate threats.
- II. **Methods** (10 points) - How will you achieve the objectives stated above? Describe the methods you will use to complete the proposed planning project.

What knowledge/data/analyses/resources/expertise will be used or collected?

For example: Explain how you will gather data through household surveys, interviews, and existing tribal reports, ensuring data accuracy through culturally appropriate outreach methods and data verification with tribal leadership.

Example: For a natural resource monitoring/data collection effort, describe a) Types of data collected/leveraged, b) How you will collect it, c) Frequency of collection, d) How you will ensure its quality, e) Planned analysis.

How will knowledge/data/analyses/resources/expertise inform decision-making: Describe how you will use the resources described above to inform key project decisions and track progress towards your goals.

Example: Describe how you will use data on climate vulnerabilities, cultural practices, and community needs to select appropriate adaptation strategies and adjust them as needed, while tracking progress with metrics like the number of communities assisted, improved resilience to specific climate events, and cultural knowledge preserved.

- III. **Timeline** (5 points) - Include significant project stages and identify milestones that will be used to assess the progress of the project deliverables. Specific dates are not necessary since the project start date will be dependent on timing of

CATEGORY 1 – PLANNING (\$250,000 MAXIMUM)

receiving funds. Instead use general timeframes such as 3, 6, 9, 12 months (*i.e.*, quarterly intervals). *Note: a chart is preferred.*

- IV. **Deliverables** (10 points) – List any products, documents, designs, data sets, or services that will result from this project (*e.g.*, climate adaptation/implementation plan, vulnerability assessment, engineering designs, climate resiliency training, natural resource management plan).
- V. **Expected results/resilience benefits** (10 points) - How will this project improve climate resiliency, preparedness, or responsiveness for the Tribe in both the short- and long-term?

d. Tribal Capacity Building (15 points)

Describe how the project Deliverables (identified in *Strategy* section above) will increase Tribal capacity to address climate resiliency, preparedness, and/or responsiveness (*e.g.*, climate staffing, skills development, knowledge gain through trainings and workshops, designs for assets or resources).

4. BUDGET (no points attributed)

Submit the required budget table (Microsoft Excel preferred) to the [TCR Online Application Portal](#) as a supplemental document. A [Budget Template](#) is available for convenience, though it is not a required format).

Budgets should describe all requested funds (maximum of \$250,000 for Category 1) and clearly identify any sub-award, contracted, or pass-thru costs. **Do not include indirect costs.** All indirect/administrative support costs will be awarded separately as Contract Support Costs (CSC) in addition to any project funds awarded by TCR.

For standard disallowed costs under ISDEAA, refer to [2 C.F.R. Part 200, Subpart E – Cost Principals](#). In addition, no more than 10% of total funding request may be allocated toward speaker fees and/or honorariums.

Budget table must include:

- a. Salary costs for each personnel. Include hours or full-time equivalent (FTE) and fringe/benefits for each personnel. *Note: [ISDEAA Cost Principals](#) do not allow for inclusion of general staff not directly related to the project (e.g., Executive Director)*
- b. Any personnel, services, or costs elements not employed by or provided by the awardee must be clearly identified as sub-awardees, contractors, or pass-thru. Contractor costs must be itemized by service/cost type. Append contractor estimates as supplemental documents, if available.
- c. If applicable, clearly identify any funds being used to meet cost-share/match

CATEGORY 1 – PLANNING (\$250,000 MAXIMUM)

requirements of an additional funding source. *Note: This TCR RFP does not require any cost-share or matching funds.*

- d. If applicable, any equipment to be purchased using the award. Equipment is defined as 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 \$5,000.
- e. If applicable, any supplies to be purchased using the award. Supplies are defined as tangible personal property other than those described in the definition of *Equipment* in this section.

5. BUDGET NARRATIVE (no points attributed)

A budget narrative needs to describe how each cost in the Budget Table relates to the proposed project.

- a. Identify and describe each personnel's role(s) in the project.
- b. Describe each expense in the budget table and how it relates to, or why it is necessary for the proposed project.
- c. Ensure that all sub-award, contracted, or pass-thru costs are clearly identified and describe their role(s) in the project.

CATEGORY 2 – IMPLEMENTATION (\$4,000,000 MAXIMUM)

Category: 2 (Implementation)
Funding: \$4,000,000 maximum (competitive)
Eligibility: All Federally recognized Tribes, authorized Tribal organizations, and Tribal Consortia

OVERVIEW The Category 2 - Implementation awards are designed to support the execution of projects that have been previously identified and supported by official planning documents. Examples of supporting document types may include (but not limited to): Tribal climate adaptation plans, relocation master plans, natural resources plans, drought plans, hazard mitigation plans, ecological restoration plans, greenhouse gas mitigation plans, and construction or engineering plans/designs.

Category 2 (Implementation) proposals can include design phase or implementation of projects (e.g., construction) if the project has been previously identified and supported by official planning documents. Note that all awards are subject to annual and final reporting requirements, described beginning on page 23 below.

A list of previously funded Implementation projects can be found on the [TCR website](#) or contact your TCR Regional Coordinator (see page 23 for contact information) to discuss project eligibility.

REQUIRED CONTENT FOR CATEGORY 2 – IMPLEMENTATION PROPOSALS

1. APPLICATION FORM (*see example on page 5*)
2. COVER LETTER
3. PROJECT PROPOSAL (*6-page limit; budget, budget narrative and any supporting documents to not count towards 6-page limit*)
 - a. Geographic Location
 - b. Project purpose/risk/need
 - c. Strategy
 - I. Objectives
 - II. Methods
 - III. Timeline
 - IV. Deliverables
 - V. Expected results/resilience benefits
 - d. Feasibility
 - I. Preparedness level
 - II. Project management capacity or plan
 - III. Permitting
4. BUDGET
5. BUDGET NARRATIVE

CATEGORY 2 – IMPLEMENTATION (\$4,000,000 MAXIMUM)

1. **APPLICATION FORM** consists of basic proposal information that will be entered on the [TCR Online Application Portal](#) when you submit your application. An example of the form can be found on page 4.

2. **COVER LETTER** (indicating leadership acknowledgement/support for the application)

Tribes – Cover letters must indicate Tribal leadership awareness/support for the application submission. A letter or email copy from Tribal leadership or a program/department director acknowledging awareness/support for the application can suffice. *Signed Tribal Resolutions are not required with the application package (although if selected for funding, a signed Tribal Resolution may be necessary for contracting or transfer of funds as required by P.L. 93-638).*

Tribal Organizations/Consortia– Tribal organizations/consortia proposing to develop a product (e.g., plan, assessment, training) on behalf of a Tribe/Tribes must include with their application Tribal resolution(s) from all Tribes being supported.

3. **PROJECT PROPOSAL**, 6-page limit (scored on scale of 0 – 100)

a. Geographic Location (5 points)

Describe the geographic area to be covered by the project and background information describing challenges the Tribe(s) is/are facing from climate change specific to the geographic area. Include maps when appropriate.

Note: Maps may be attached as supplemental documents and would not count towards the 6-page maximum for the proposal. Geographic location may be an approximation in the case that resource location is considered sensitive information.

b. Project Purpose/Risk/Need (40 points)

I. What climate induced environmental threats/risks is the Tribal community facing? Indicate whether the community or specific structures or infrastructure have been identified as at risk or imminently threatened in a previous report or assessment.

Quantify the problem: Use relevant data, statistics, reports, research, and Indigenous knowledge to clearly define the climate issue your project addresses and how the community is being impacted. Reference published data or documents wherever possible. Example: Instead of stating "Many tribal communities face climate change challenges," refer to publications, e.g., "According to a 2023 tribal climate vulnerability assessment, [Tribe

CATEGORY 2 – IMPLEMENTATION (\$4,000,000 MAXIMUM)

Name] experiences severe droughts, impacting [number] acres of traditional resources and affecting the livelihoods of [number] families."

- II. How are these threats/risks impacting the community (*e.g.*, health and safety, infrastructure, assets, natural or cultural resources)? Identify any supporting reports or assessments, including a hyperlink to the published documents.

c. Strategy

- I. **Objectives** (10 points) - What are you proposing to do to improve conditions or build climate resiliency in response to the threats/risks identified in the previous section? Include how these objectives are related to existing plans.
- II. **Methods** (10 points) - How will you achieve the objectives stated above?

Describe the methods your project will use including description of any construction elements.

Identify any planning documents (*e.g.*, adaptation plans, risk assessments, relocation plans, emergency response plans) which identify or support the proposed implementation action (provide hyperlink or attach as a supplemental document).

Describe any project related work already completed, including site preparation and infrastructure designs.

If any relocation or land acquisition activities are included in the project, indicate whether they would occur on fee or Trust lands.

- III. **Timeline** (5 points) - Include significant project stages and identify milestones that will be used to assess the progress of the project. Specific dates are not necessary since the project start date will be dependent on timing of receiving funds. Instead use general timeframes such as 3, 6, 9, 12 months (*i.e.*, quarterly intervals). *Note: a chart is preferred.*
- IV. **Deliverables** (5 points) - List any products, documents, designs, services, structures, or infrastructure that will result from this project.
- V. **Expected results/resilience benefits** (10 points) - How will this project and its deliverables improve climate resiliency, preparedness, or responsiveness for the Tribe?

d. Feasibility

CATEGORY 2 – IMPLEMENTATION (\$4,000,000 MAXIMUM)

- I. **Project management plan** (5 points) – Describe how the project will be managed to ensure successful outcomes. Identify any formal management plans that may exist as well as the project manager, their role, and indicate any significant project management roles for Tribal and contracted staff involved (including project managers who are not supported by project funds). Non-management staff roles can be described in the Budget Narrative and do not need to be repeated here.
- II. **Permitting** (5 points) - Identify any project-related permitting or assessment processes already completed or expected to be needed for the proposed actions. This includes any required by NEPA, Environmental Assessment, internal Tribal policy, as well as any procedures on co-managed or adjacent land areas.
- III. **Project readiness** (5 points) - Describe the Tribe and/or community's preparedness level and project readiness to ensure that the chosen activity/activities are actionable.

6. BUDGET (no points attributed)

Submit the required budget table (Microsoft Excel preferred) to the [TCR Online Application Portal](#) as a supplemental document. A [Budget Template](#) is available for convenience, though it is not a required format).

Budgets should describe all requested funds (maximum of \$4,000,000 for Category 2) and clearly identify any sub-award, contracted, or pass-thru costs. **Do not include indirect costs.** All indirect/administrative support costs will be awarded separately as Contract Support Costs (CSC) in addition to any project funds awarded by TCR.

For standard disallowed costs under ISDEAA, refer to [2 C.F.R. Part 200, Subpart E – Cost Principals](#). In addition, no more than 10% of total funding request may be allocated toward speaker fees and/or honorariums.

Budget table must include:

- a. Salary costs for each personnel. Include hours or full-time equivalent (FTE) and fringe/benefits for each personnel. *Note: [ISDEAA Cost Principals](#) do not allow for inclusion of general staff not directly related to the project (e.g., Executive Director)*
- b. Any personnel, services, or costs elements not employed by or provided by the awardee must be clearly identified as sub-awardees, contractors, or pass-thru. Contractor costs must be itemized by service/cost type. Append contractor estimates as supplemental documents, if available.

CATEGORY 2 – IMPLEMENTATION (\$4,000,000 MAXIMUM)

- c. If applicable, clearly identify any funds being used to meet cost-share/match requirements of an additional funding source. *Note: This TCR RFP does not require any cost-share or matching funds.*
- d. If applicable, any equipment to be purchased using the award. Equipment is defined as 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 \$5,000.
- e. If applicable, any supplies to be purchased using the award. Supplies are defined as tangible personal property other than those described in the definition of *Equipment* in this section.
- f. If applicable, any land or titles to be purchased using the award.

7. BUDGET NARRATIVE (no points attributed)

A budget narrative needs to describe how each cost in the Budget Table relates to the proposed project.

- a. Identify and describe each personnel's role(s) in the project.
- b. Describe each expense in the budget table and how it relates to, or why it is necessary for the proposed project.
- c. Ensure that all sub-award, contracted, or pass-thru costs are clearly identified and describe their role(s) in the project.

CATEGORY 3 – RMP STAFF
(\$150,000 PER YEAR FOR 3 YEARS MAXIMUM)

Category: 3 (Relocation, Managed Retreat, Protect-in-Place Staff)

Funding: \$150,000 per year for 3 years (non-competitive)

Eligibility: All Federally recognized Tribes;

Note: Tribal organizations/consortia and contractors/consultants are ineligible as primary awardees. Tribes who previously received RMP Coordinator position funds from TCR are ineligible.

Overview – The Category 3 –Relocation, Managed Retreat, and Protect-in-Place (RMP) Staff awards are non-competitive funding intended to support Tribes with limited staff or technical or project management capacity and who have imminent relocation, managed retreat, or protect-in-place needs due to climate impacts. These staff positions may focus on development of community planning documents, climate adaptation strategies, implementation actions, community engagement, coordination with federal and other partners, emergency response plans or mitigation, and implementation of RMP actions.

Tribes facing risks due to climate change may apply for non-competitive funding of up to \$150,000 annually for a staff position for up to three years. An award under this category would provide annual funding for the requested amount (\$150,000 maximum) for three years (total of \$450,000 for the three-year award period. No annual application would be required after the first year, funds would be automatically awarded annually for up to the three-year duration (subject to availability of funds). Awards also include access to a climate resiliency cohort training module for the staff position. The training module is a ten-month long series (in Year 1) and consists of peer-to-peer learning and knowledge exchange regarding climate resiliency and RMP decision-making facilitated by BIA and the Institute for Tribal Environmental Professionals (ITEP). Participation in the training module is required for all Category 3 awardees. Tribal staff will have the opportunity to prioritize strategic planning, vulnerability assessments, and data gathering, as well as travel to trainings and coordination meetings with regional resilience efforts, as needed.

Please note, while this is a non-competitive category, funding requests may exceed available funding. Communities which are at highest risk, as supported by published documentation will be prioritized for funding from this Category. Category 3 applicants are encouraged to consider also applying for Category 1 – Planning funds, which can also include climate staff positions (and interns) to provide additional support and capacity, especially for non RMP climate needs. Note that all awards are subject to annual and final reporting requirements, described beginning on page 23 below.

**CATEGORY 3 – RMP STAFF
(\$150,000 PER YEAR FOR 3 YEARS MAXIMUM)**

**REQUIRED CONTENT FOR CATEGORY 3 – CLIMATE
RESILIENCE/RMP STAFF**

1. APPLICATION FORM (*see example on page 5*)
2. COVER LETTER
3. CATEGORY 3 QUESTIONNAIRE (*in lieu of a proposal*)
4. BUDGET
5. BUDGET NARRATIVE

Please Note: No project proposal is required for this funding category.

1. **APPLICATION FORM** consists of basic proposal information that will be entered on the [TCR Online Application Portal](#) when you submit your application. An example of the form can be found on page 4.

2. **COVER LETTER** (indicating leadership acknowledgement/support for the application)

Tribes – Cover letters must indicate Tribal leadership awareness/support for the application submission. A letter or email copy from Tribal leadership or a program/department director acknowledging awareness/support for the application can suffice. *Signed Tribal Resolutions are not required with the application package (although if selected for funding, a signed Tribal Resolution may be necessary for contracting or transfer of funds as required by Pub. L. 93-638).*

3. **CATEGORY 3 QUESTIONNAIRE (*in lieu of a proposal*)**

a. **What climate induced threats or risks is the applicant Tribe facing, if known?**

b. **Describe the capabilities and capacity of the current Tribal staff to address the climate-related threats/risks listed above (if known), or potential climate-related concerns (if not known).**

**CATEGORY 3 – RMP STAFF
(\$150,000 PER YEAR FOR 3 YEARS MAXIMUM)**

c. Is the applicant Tribe already engaged in climate resiliency-related efforts?

- NO
- YES

If YES, provide a broad overview of the Tribes climate resiliency efforts (e.g., “the Tribe has developed a climate adaptation plan and a master relocation plan”; or “the Tribe has not yet begun to assess possible risks and potential impacts from climate change”)

d. Does the Tribe already have an existing relocation, managed retreat, or protect-in-place plan?

- NO
- YES

If YES, provide a link to the document (or attach as a supplemental document)

e. Awardees of Category 3 (RMP Staff) are required to participate in a 10-month climate resiliency cohort training module (during year 1 of the 3 years of award). The training module consists of peer-to-peer learning and knowledge exchange regarding climate resiliency and RMP decision-making facilitated by BIA and the Institute for Tribal Environmental Professionals (ITEP). [Click here](#) for additional information regarding the training module.

- I understand and agree to this requirement.*

4. BUDGET

Submit the required budget table (Microsoft Excel preferred) to the [TCR Online Application Portal](#) as a supplemental document. A [Budget Template](#) is available for convenience, though it is not a required format).

Budgets should describe all requested funds and clearly identify any sub-award, contracted, or pass-thru costs. **Do not include indirect costs.** All indirect/administrative support costs will be awarded separately as Contract Support Costs (CSC) in addition to any project funds awarded by TCR.

CATEGORY 3 – RMP STAFF
(\$150,000 PER YEAR FOR 3 YEARS MAXIMUM)

For standard disallowed costs under ISDEAA, refer to [2 C.F.R. Part 200, Subpart E – Cost Principals](#). In addition, no more than 10% of total funding request may be allocated toward speaker fees and/or honorariums.

Budget table must include:

- a. Salary costs for each personnel. Include hours or full-time equivalent (FTE) and fringe/benefits for each personnel. *Note: [ISDEAA Cost Principals](#) do not allow for inclusion of general staff not directly related to the project (e.g., Executive Director)*
- b. If applicable, any equipment to be purchased using the award. Equipment is defined as 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 \$5,000.
- c. If applicable, any supplies to be purchased using the award. Supplies are defined as tangible personal property other than those described in the definition of *Equipment* in this section.

8. BUDGET NARRATIVE

A budget narrative needs to describe how each cost in the Budget Table relates to the proposed project.

- a. Identify and describe each personnel's role(s) in the project.
- b. Describe each expense in the budget table and how it relates to, or why it is necessary for the proposed project.
- c. Ensure that all sub-award, contracted, or pass-thru costs are clearly identified.

**Bureau of Indian Affairs - Branch of Tribal Climate Resilience
Award Compliance Guidelines (v.4.8.2024)**

Bureau of Indian Affairs (BIA) – Branch of Tribal Climate Resilience (TCR) funds will be awarded through Public Law 93-638 (Indian Self-Determination and Education Assistance Act or ISDEEA) Self-Determination contracts or Self Governance compacts, as applicable. TCR funds are subject to ISDEEA and Single Audit Act regulations and all associated Federal provisions and requirements. For any questions related to a TCR award, please reach out to your TCR program contact (*see contact list below*).

In addition to any provisions identified in the funding agreement, TCR program funds require the following compliance activities: (*Note: Construction awards may require additional compliance, approval, and reporting requirements beyond those specified here, see [25 C.F.R. Part 900, Subpart J – Construction](#) and [25 U.S.C. § 5367 - Construction programs and projects](#):*

1. **Project Start Date** – The project will commence once all funding agreement documents have been approved. TCR funds cannot be spent on project elements until the agreement is in place. *See* funding agreement documents for official start date.
2. **Budget Modifications** – Budget Modifications should be requested in writing including an explanation of the proposed changes along with a justification for their need. Your TCR program contact can help determine whether a modification request is necessary.
3. **Scope Modifications** – TCR funds are awarded based on the content provided in the application proposal. Therefore, modifications of project scope should be limited. Any modification that would significantly alter the scope of the project as proposed should be discussed with your TCR program contact. Scope Modifications may be requested by providing a written explanation of the proposed changes with a justification for their need.
4. **Project Timeline Modifications** – Project timelines may be adjusted - within the terms of the funding agreement - as necessary without prior discussion with BIA. If a project must be significantly delayed, we recommend that this be discussed with the TCR program contact. Note that excessive deferral of project implementation or unnecessary delays may factor into consideration for future TCR funding.
5. **Reporting** – Annual project narrative reporting is required and should be submitted via email to the TCR Program Contact. By default, annual narrative reports are due within 30 calendar days of the close of the federal fiscal year on September 30 (reports due by October 30). If an alternative reporting schedule is preferred, please discuss with your TCR program contact. Narrative reports may be concise but should include sufficient information to effectively convey the status of the project, accomplishments with regards to proposed deliverables, and any challenges or complications that may impact the ability to complete the project as proposed (*see required report elements below*).

REPORTING & COMPLIANCE

A final narrative report is due within 90 calendar days of the project completion or funding agreement term, whichever is later. Final narrative reports should provide an overview of the proposed project, project accomplishments, any deliverables created, and any issues that arose during the implementation of the project. See above 'Required Annual and Final Narrative Report Elements' for required information. In the final year of the project a single Final Narrative Report may satisfy the Annual Narrative Report requirement.

Required Annual and Final Narrative Report Elements:

- a. Project Summary (Please indicate the original fiscal year of the TCR Award, TCR Award number, Proposed Title, Primary Contact information, and a summary of the project)
- b. Accomplishments to-date (Please include specific deliverables and links to products, press, figures, etc.)
- c. Challenges or complications (if any)
- d. Timeline for remaining project deliverables
- e. Indicate the original awarded amount and the amount of project funds remaining
- f. Estimate the current completion status of the project, *e.g., 0 to 100%*

Digital format requirements for Reports and Data: Reports can be provided in Microsoft Word or Adobe Acrobat PDF formats. Spreadsheet data can be provided in Microsoft Excel (preferred) or Adobe PDF formats. All vector figures should be converted to PDF format. Raster images can be provided in PDF, JPEG, TIFF, or any of the Windows metafile formats. .

FREEDOM OF INFORMATION ACT NOTICE: *Any information in the possession of the BIA or submitted to the BIA throughout the process, including final work product, constitute government records and may be subject to the disclosure to third parties under the Freedom of Information Act (FOIA), 5 U.S.C. 552, and the Department of the Interiors FOIA regulations at 43 CFR part 2, unless a FOIA exemption or exception applies or other provisions of law protect the information.*

**BIA - BRANCH OF TRIBAL CLIMATE RESILIENCE (TCR)
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