

**Coastal Impact Assistance Program
Grant Application Review - Program Office**

eGrants/Grants.gov#:	
State:	
CPS:	
Project Title:	
Authorized Use:	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
Program Announcement:	<input type="checkbox"/> Non-construction <input type="checkbox"/> Construction
Grant Amount:	\$

Recommendation:	<input type="checkbox"/> Award	<input type="checkbox"/> Not Award/Reject
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Reviewers

File Check Reviewer:	
Fiscal Reviewer:	
Items 1-12 Reviewer:	

Project Officer:	
Contracting Officer:	

Fiscal Review Dates

Program Review Dates

Start:	Start:
End:	End: (use adequacy date)

File Check:			
Non Construction Grant Forms:	Submitted	Construction Grant Forms	Submitted
SF-424: Application for Federal Assistance	<input type="checkbox"/> Yes <input type="checkbox"/> No	SF-424: Application for Federal Assistance	<input type="checkbox"/> Yes <input type="checkbox"/> No
SF-424A: Budget Information Non-Construction Programs	<input type="checkbox"/> Yes <input type="checkbox"/> No	SF-424C: Budget Information Construction Programs	<input type="checkbox"/> Yes <input type="checkbox"/> No
SF-424B: Assurances for Non-Construction Programs	<input type="checkbox"/> Yes <input type="checkbox"/> No	SF-424D: Assurances for Construction Programs	<input type="checkbox"/> Yes <input type="checkbox"/> No
GG_Lobbying: Certification Regarding Lobbying (applications over \$100,000)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	GG_Lobbying: Certification Regarding Lobbying (applications over \$100,000)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
SF-LLL: Disclosure of Lobbying Activities (applications over \$100,000)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	SF-LLL: Disclosure of Lobbying Activities (applications over \$100,000)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Project Narrative Attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Project Narrative Attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Budget Narrative Attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No	Budget Narrative Attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No

Fiscal Review (see #4):	Within Limit	Comments
Fiscal Year Allocation	<input type="checkbox"/> Yes <input type="checkbox"/> No	
23% for AU 3 & 5	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Project Narrative Attachment	Adequate	Comments
1. Designated State Agency or CPS <ul style="list-style-type: none"> Agency, Name, Title, Address, Telephone, Fax, e-mail 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2. Project Title	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Contact Information:	Adequate	Comments
Recipient Staff Contact <ul style="list-style-type: none"> Name, Address, Telephone, Fax, e-mail 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Application Contact <ul style="list-style-type: none"> Name, Address, Telephone, Fax, e-mail 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Sub-grantee Contact <ul style="list-style-type: none"> Name, Address, Telephone, Fax, e-mail Eligible? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
4. Project Summary:	Adequate	Comments
<ul style="list-style-type: none"> Location 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> Duration 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> Total CIAP Cost in Approved State Plan 	<input type="checkbox"/> Yes <input type="checkbox"/> No	

<ul style="list-style-type: none"> • Current Total CIAP Cost <ul style="list-style-type: none"> • By FY Allocation 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • Current CIAP Grant Funds Request (matches 424 Forms) <ul style="list-style-type: none"> • By FY Allocation 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • Summary (1-2 pages) of project 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • Goals and measurable objectives 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5. Authorized Use (AU):		
	Adequate	Comments
<ul style="list-style-type: none"> • AU identified by number (1-5) and title? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • Includes project consistency with AU? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<ul style="list-style-type: none"> • If AU5, includes how it will mitigate the impact of OCS activities? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
6. Project Description		
	Adequate	Comments
Goal(s) of the Current Grant Application <ul style="list-style-type: none"> • Includes what the current portion of the project will accomplish? 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Statement of Work <ul style="list-style-type: none"> • Includes the work that will be performed? • If phased project, includes which phases are being submitted for funding under the current application and which under future amendments or applications? • If transferring title to land acquisition, explains the eligibility of the proposed title holder? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

<p>Schedule</p> <ul style="list-style-type: none"> • Duration (matches the 424 Forms) • Major milestones with dates • Major tasks by duration (# mo & start date) • Factors that expedite/disrupt the schedule • If phased project, is above provided by phases? 	<p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No <input type="checkbox"/>N/A</p>	
<p>Project Management Plan</p> <ul style="list-style-type: none"> • Person (name & discipline) responsible for project's progress & quality (includes amount of time & budget allocated) • Inspections by frequency and who (name & discipline) • Reporting by frequency • If phased project, is above provided by phases? 	<p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No <input type="checkbox"/>N/A</p>	
<p>Deliverables</p> <ul style="list-style-type: none"> • Includes the interim and final deliverables? • If phased project, includes which deliverables are associated with the current application and which under future amendments or applications? 	<p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p><input type="checkbox"/>Yes <input type="checkbox"/>No <input type="checkbox"/>N/A</p>	
<p>Compatibility/Synergy</p> <ul style="list-style-type: none"> • Includes compatibility/synergy of the project to current and other proposed projects in the affected area? 	<p><input type="checkbox"/>Yes <input type="checkbox"/>No <input type="checkbox"/>N/A</p>	
<p>Controversy/Support</p> <ul style="list-style-type: none"> • Includes the controversial aspects associated with the project and the level of local support or objection to the project? 	<p><input type="checkbox"/>Yes <input type="checkbox"/>No <input type="checkbox"/>N/A</p>	

Bundling <ul style="list-style-type: none"> Includes the rationale for bundling? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Program Income <ul style="list-style-type: none"> Includes the nature and source of program income and how it will be used? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Maps/Drawings <ul style="list-style-type: none"> Includes maps/drawings that clearly depict the project & vicinity? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
7. Description of Environmental Impacts	Adequate	Comments
<ul style="list-style-type: none"> Includes any environmental resources that may be impacted by the project and references any environmental documents that analyze these environmental impacts? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<ul style="list-style-type: none"> Includes the mitigation measures that will be implemented to eliminate or minimize any harmful impacts the projects may have on environmental resources? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
8. Relationship to Other Federal Programs and Non-Federal Partners	Adequate	Comments
Federal Programs <ul style="list-style-type: none"> Includes other Federal programs that are currently providing funding support or contributing resources to the project? Includes the amount of funding and explains which part of the project they are funding? If cost-sharing with CIAP funds, provided determination letter from other Federal agency? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

<ul style="list-style-type: none"> Includes the measures that are or will be taken to secure additional assistance from other relevant Federal resources and programs? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<p>Non-Federal Partners</p> <ul style="list-style-type: none"> Includes all non-Federal partners that are currently providing funding support or contributing resources to the project? Includes the amount of funding and explains which part of the project they are funding? Includes the measures that are or will be taken to secure additional assistance from other partners? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<p>9. Federal, State, and Local Governments and Other Entities</p>	<p>Adequate</p>	<p>Comments</p>
<ul style="list-style-type: none"> Includes a list of all entities (government and non-government) involved with the project? If yes, includes a point of contact name, address, telephone number, fax number, and e-mail address for each? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<p>10. Project Information Questions</p>	<p>Adequate</p>	<p>Comments</p>
<p>Environmental Reviews</p> <ul style="list-style-type: none"> Does the project require any Federal environmental reviews? <ul style="list-style-type: none"> If yes, was the document submitted? Does the project require any State environmental reviews? <ul style="list-style-type: none"> If yes, was the document submitted? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

<ul style="list-style-type: none"> Does the project require any local environmental reviews? <ul style="list-style-type: none"> If yes, was the document submitted? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<p>Permits</p> <ul style="list-style-type: none"> Does the project require any Federal permits? <ul style="list-style-type: none"> If yes, was the document submitted? Does the project require any State permits? <ul style="list-style-type: none"> If yes, was the document submitted? Does the project require any local permits? <ul style="list-style-type: none"> If yes, was the document submitted? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<p>Legal Proceedings</p> <ul style="list-style-type: none"> Are there any pending legal proceedings that have been taken against any of the permits or related environmental analyses required for the project? <ul style="list-style-type: none"> If yes, was an explanation & status submitted? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<p>11. Changes from the Approved State Plan</p>	<p>Adequate</p>	<p>Comments</p>
<ul style="list-style-type: none"> Identifies and explains any project changes? Identifies and explains any financial changes (FY allocation & 23% limit)? Includes Assurance Statement? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No	

12. Project Cost Breakdown (SF-424A or C & Budget Narrative)	Reasonable	Comments
• Personnel	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Fringe Benefits	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Travel	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Equipment	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Supplies	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Contractual	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Construction	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	
• Indirect Charges	<input type="checkbox"/> Yes <input type="checkbox"/> No	

General Comments on Grant Application: