NSDI Cooperative Agreements Program (CAP)
Introduction to the Cooperative Agreements Program

An overview of the Cooperative Agreements Program (CAP) and its role in assisting organizations to implement the National Spatial Data Infrastructure (NSDI).

fgdc

Federal Geographic Data Committee

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Learning Objectives

After completing this lesson the student can:

- explain the purpose, role and cooperative character of the NSDI CAP

- identify projects and activities that are eligible for CAP support

- locate and access the CAP Web site, individuals, and informational resources available to support proposal development and submittal

- assess their own ability to address CAP proposal and deliverable processes and requirements

What is the NSDI CAP?

The NSDI Cooperative Agreements Program (CAP) is:

- an annual program to assist the geospatial data community in implementing the components of the NSDI by providing funding and other resources

- sponsored by the Federal Geographic Data Committee (FGDC) and hosted by the U.S. Geological Survey's National Geospatial Program (NGP)

- intended to benefit multiple Federal agencies as well as the overall geospatial community

To date the NSDI CAP has provided over $21M in funding to more than 600 NSDI-related projects

What is the NSDI CAP?

NSDI CAP areas of emphasis :

- ► Documenting, implementing, and providing outreach for standards including metadata

- ► Expanding geographic information coordination across and between organizational levels

- ► Promoting geospatial best practices

- ► Advancing geospatial related Web services

- ► Advancing NSDI Framework data

- ► Creating clearinghouses and online applications to support geospatial data discovery and exchange

What NSDI CAP is Not

The NSDI CAP does <u>not</u> support projects that are:

- ▶ Data collection efforts

- ▶ Data purchases

- ▶ Agency specific and of limited value to other NSDI Stakeholders

Why is there an NSDI CAP?

The NSDI CAP is intended to:

- support NSDI outreach & communications

- market and demonstrate NSDI concepts

- seed small efforts

- reach new organizations & disciplines

- initiate tool implementations

- create a network of NSDI contacts

- serve as the impetus for institutionalizing NSDI

- provide a model for international Spatial Data Infrastructure (SDI) development

What is a 'Cooperative Agreement'?

A Cooperative Agreement differs from a traditional grant because there is substantial involvement by the federal government in the form of:

- ▶ regular teleconferences

- ▶ technical support

- ▶ administrative assistance in resolving issues

What is a 'Cooperative Agreement'?

While the federal government is not involved in daily project business it does support:

- implementing standards through guided development and training
- participating in the NSDI Clearinghouse, Geospatial One-Stop (GOS) Portal, Data.gov, and The National Map
- implementing OpenGIS Web Mapping and Web Feature Services
- demonstrating to Federal business managers the value of incorporating geospatial approaches into business processes
- building organizational collaboration and cooperation among organizations

Who can participate in the NSDI CAP?

The NSDI CAP Program is open to all U.S. based, non-federal organizations

- ▶ State governments
- ▶ Local governments
- ▶ Tribal governments
- ▶ Academia
- ▶ Commercial businesses
- ▶ Non-profit organizations

NSDI CAP Categories

CAP award categories are based upon FGDC/NSDI programs of work including:

- metadata implementation and outreach
- framework data development
- geo-enabling non-traditional data communities
- OpenGIS Web Mapping / Web Feature implementation
- Participation in national initiatives like The National Map and the Geospatial Platform
- Geospatial data collaboration

Funding categories vary annually to support current NSDI priorities and initiatives

How are Categories Determine?

1. Suggestions for the NSDI CAP categories come from the FGDC Coordination Group

2. The proposals are evaluated as to:

   - appropriateness with respect to the funding authority and cooperative agreements requirements
   - alignment with existing categories
   - meeting the intent of the NSDI CAP
   - potential to seed on-going activities beyond the initial effort
   - supporting/implementing standards
   - success of previous category efforts

The objective is to maintain a logical balance of awards/funding cross the categories and within the budget

NSDI CAP Categories

2012 NSDI CAP Categories	Award Amount	In-kind Match	Approx Number of Awards
Category 1: ISO Geospatial Metadata Standards Implementation	$25,000	30-50%	3
Category 2: FGDC-endorsed Standards Implementation Training and Outreach	$30,000	30-50%	3
Category 3: Expanding Use of the GIS Inventory System	$7,500 to $15,000	50%	10-20
Category 4: Fifty States Initiative: Business Plan Development and Implementation	$40,000	50%	8
Category 5: FGDC-endorsed Standards Implementation Training and Outreach	$25,000	30-50%	2
Category 6: FGDC Standards Development Assistance	$25,000	30-50%	2
Category 7: Geospatial Platform Cloud Service Testbed	$25,000	50%	3

NSDI CAP Categories

Detailed information about the
2012 NSDI CAP Categories
is available on the FGDC Web site

http://www.fgdc.gov/grants/2012CAP/2012CAPDescriptions

CAP Funding

CAP funding requirements:

- ▶ some level of in-kind match from the proposing organization is required

- ▶ performance period and expenditures are limited to one year

Available funding:

- ▶ total amount of available funds varies each year

- ▶ the 2011 CAP funded 20 projects and awards ranged from $25,000 to $60,000

CAP Funding

CAP funds can be used to support:

- ▶ training

- ▶ travel

- ▶ labor

- ▶ hardware and software that are dedicated to the project and its sustainability

- ▶ fees for consultants, facilitators or recorders

- ▶ publication costs

Individual CAP categories may include additional imitations on use of funds so it is important to read the CAP announcement carefully

CAP Funding

CAP funds cannot be used to support:

▶ data collection

▶ data purchases

▶ *some* equipment purchases

Individual CAP categories may include additional imitations on use of funds so it is important to read the CAP announcement carefully
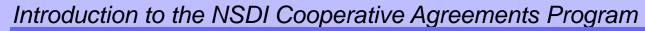
CAP Funding

'In kind' match:

- ► is required to support the cooperative spirit of the grant program

- ► can be in the form of salaries, funds, equipment dedicated to the project, software, and other resources

- ► requirements range between 30% to 50% and vary with each category

For complete information see *OMB Circular A-110*

CAP Management

The CAP Coordinator:

- plans and prepares the annual CAP announcement
- facilitates communication among:
    - Category leads
    - FGDC Secretariat Director
    - USGS grants officer
    - Project primary investigators
- manages project reporting and requirements
- coordinates program kickoff workshops
- manages Web information and postings
- performs program assessment

CAP Management

The CAP Category Lead:

- ▶ defines category goals, requirements, and outcomes
- ▶ leads review of category proposals
- ▶ organizes and leads category kickoff meeting
- ▶ coordinates federal participation and resources
- ▶ serves as the technical point of contact for project work
- ▶ monitors work plan development and implementation
- ▶ assesses project deliverables and outcomes
- ▶ fosters regular communication among awardees

CAP Proposal Requirements

Required documents:

▶ Project Narrative – a short (5 page max) description of the project goals, methods, expected outcomes and experience of the applicant

▶ Application for Federal Assistance (SF 424) – a basic application form that documents the applicants contact information, organization type, and the expected geographic impact of the project

CAP Proposal Requirements

Required documents (cont'd):

- ► Budget Information (SF 424A) – a budget summary
- ► Budget Breakdown Attachment
- ► Assurances (SF 424B) – a legal declaration of eligibility and commitment to meet program requirements
- ► Negotiated Rate Agreement – State and university applicants
- ► Other possible requirements as specified by each CAP funding category, e.g., letters of commitment

CAP Proposal Requirements

Optional documents:

- Letters of support from partner/benefiting organizations:
  - State, local, Tribal government
  - USGS Geospatial Liaisons
  - Academia
  - Private company
- Resumes, Curriculum Vitae
- Supporting documentation of experience, related products, methodologies, etc.

*Federal employees **cannot** provide letters of support.*

CAP Proposal Submission

Three steps:

1. Register with Grants.gov at:

   http://www.grants.gov/

   Registration takes 1 to 4 weeks *so start early*. Once registered, your organization can use the same information for all other Grant.gov applications

2. Prepare proposal with careful attention to CAP and Category specific requirements

3. Submit proposal via:

   http://www.grants.gov/

CAP Proposal Submission

Proposal Submission Notes:

- electronic submissions via Grants.gov only

- no hardcopy proposals accepted

- help is available from
  http://www.usgs.gov/contracts/grants/grantsgov.html

Proposal Review and Selection

After the CAP announcement closing date:

1. Category Leads distribute proposals to a review panel comprised of national experts from various geographies; members may include past CAP participants

2. Each proposal is scored based on the criteria outlined in the CAP announcement

3. Scored proposals are given to FGDC Secretariat Director to make the final selections

4. Awarded proposals are announced

5. The review process takes four to six weeks

Deliverables

CAP Project Deliverables:

- ▶ Interim and final technical reports
- ▶ Annual financial reports
- ▶ Presentations and/or publications describing the project outcomes
- ▶ Category specific products, e.g. Web applications. training materials, strategic plans, etc.

Summary

The NSDI CAP supports programs that :

- lead to sustainable State/regional/community projects
- introduce and extend the NSDI
- implement proven solutions for metadata, clearinghouse, standards, etc.
- encourage partnerships and leveraged resources
- focus on infrastructure development, not data collection or GIS startup
- produce measurable results

For More Information

http://www.fgdc.gov/grants

Provides access to:

- contact information for the CAP Coordinator and Category Leads

- current and past CAP announcements

- CAP administration guidance

- information about previous awards

- schedules for proposal submissions and reviews

Summary

This is the conclusion of "Introduction to the NSDI Cooperative Agreements Program" lesson.

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Other Lessons

NSDI Cooperative Agreements Program:

How to Submit a NSDI CAP Proposal

How to Implement Your NSDI CAP Project