

TRACS Enhancement Update

SOBA Symposium - Federal Workshop September 9, 2019

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What does the acronym
TRACS stand for?



TRACS

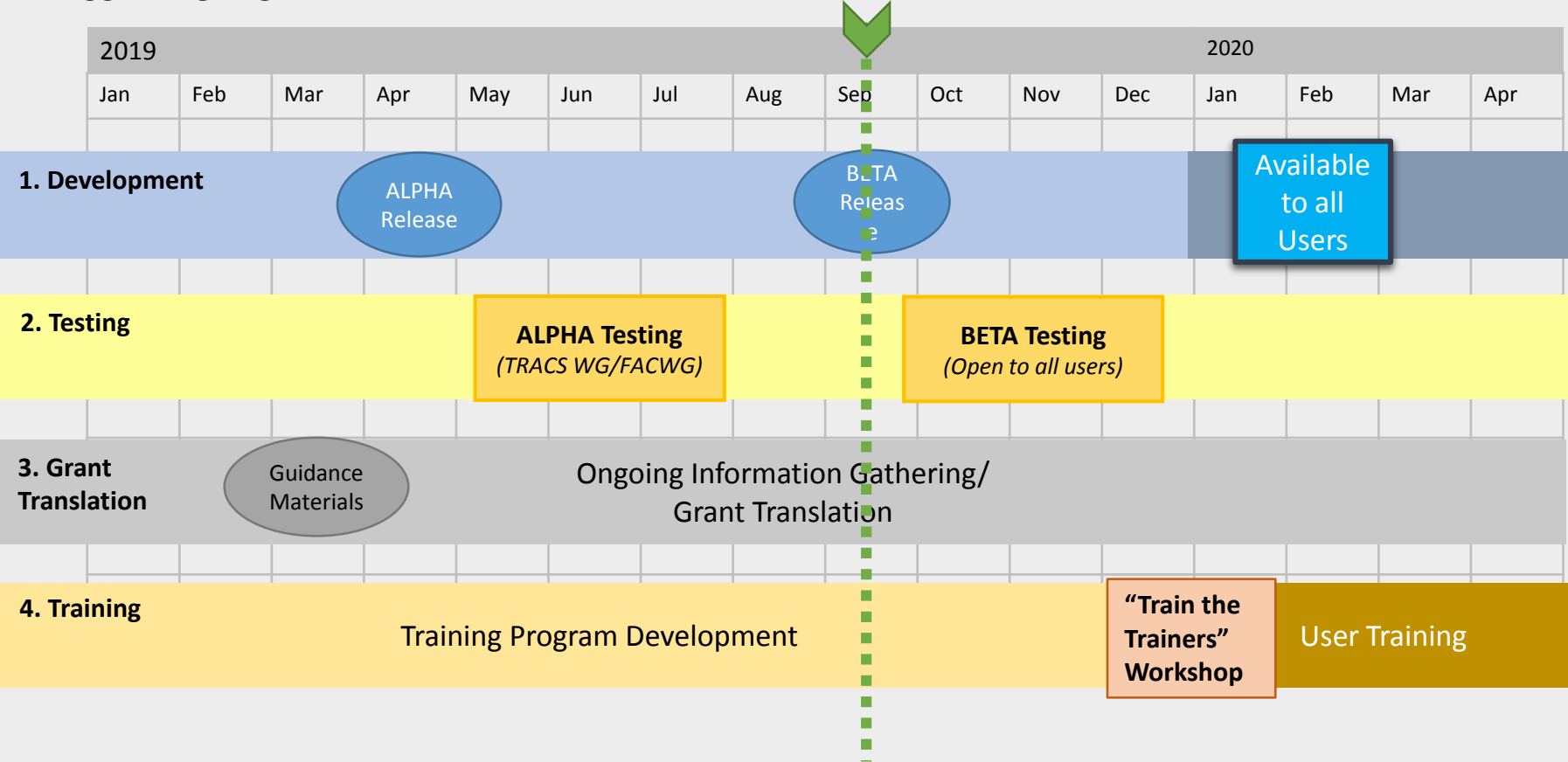
Tracking and Reporting
Actions for the
Conservation of Species

Why Enhanced TRACS

- User-Friendly and Intuitive
- Standardize reporting, reduce redundancy
- Public reporting nationally to tell the WSFR story
 - Meet Federal reporting requirements



TRACS Timeline



Facilities/Lands Modules

- **2 CFR 200.329** *“Federal awarding agencies or PTEs must require their non-Federal entities to report on the status of real property in which the government retains an interest...”*
- DOI (thru publication of the FAIR) is requiring bureaus to comply using the SF-429. WSFR has requested deviation to comply using TRACS modules.
- Tracking accomplishments is more meaningful

Lands/Facilities Modules progress

- June 13: Communications protocol opened for comments on these modules.
- June 18-19: WSFR staff held 2 national webinars to explain TRACS modules designed to meet these reporting requirements. (150 participants)
- July 19: Comment period closes.
- August 13: Comment reviewed by TRACS WG.
- August 19: Results presented to JTF.

Welcome to TRACS

Username

Password

Login

Notice

By logging into this agency computer system, you acknowledge and consent to the monitoring of this system. Evidence of your use, authorized or unauthorized, collected during monitoring may be used for civil, criminal, administrative, or other adverse action. Unauthorized or illegal use may subject you to prosecution.

This computer system, including all related equipment, networks, and network devices (including Internet access), is provided by the Department of the Interior (DOI) in accordance with the agency policy for official use and limited personal use.

All agency computer systems may be monitored for all lawful purposes, including but not limited to, ensuring that use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability and operational security. Any information on this computer system may be examined, recorded, copied and used for authorized purposes at any time.

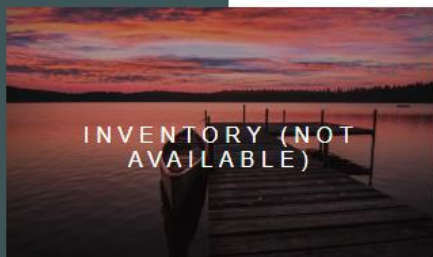
All information, including personal information, placed or sent over this system may be monitored, and users of this system are reminded that such monitoring does occur. Therefore, there should be no expectation of privacy with respect to use of this system.

Welcome to TRACS



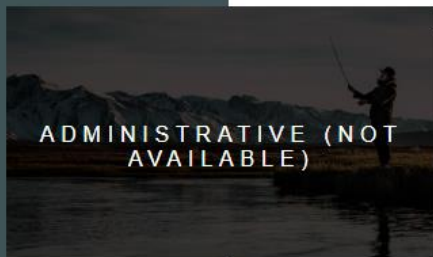
PERFORMANCE

The Performance module is used by grantors and grant recipients to create, manage, review and approve the administrative and mandatory components of grant proposals and performance reports that document the progress and completion of grant objectives.



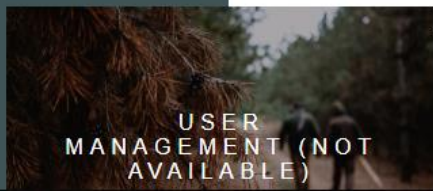
INVENTORY (NOT AVAILABLE)

The Inventory module used by grantors and grant recipients to create, adjust, manage, approve and monitor real property and facility records pertaining to acquisition or disposal actions which serve a grant purpose and therefore have a Federal nexus.



ADMINISTRATIVE (NOT AVAILABLE)


The Administrative module is used by state and territories that receive grants to enter, review, certify, and submit the number of paid hunting and fishing license holders on an annual basis. Hunting and fishing license holder figures are used in the calculation of grant funding available to each state and territory.



USER MANAGEMENT (NOT AVAILABLE)

The User Management is used by federal and non-federal user administrators to create, update, and manage users profiles, group access, and permissions.

Grants

Enter keywords 

[Search](#)[Clear](#)[Back to Home Page](#)

Grants					
SAP / PO (FBMS) # 	Title 	Start 	End 	Lead Contact 	Actions
	Texas Wildlife Habitat Assessment	09/01/2019	08/31/2021		Work on grant Copy View PDF Delete
	Texas Big Game Research and Surveys	09/01/2019	08/31/2021		Work on grant Copy View PDF Delete
	Texas WILDLIFE ADMINISTRATION AND COORDINATION	09/01/2017	08/31/2019		Work on grant Copy View PDF Delete
	Coastal Fisheries Monitoring and Management	09/01/2019	08/31/2021		Work on grant Copy View PDF Delete
	My example grant				Work on grant Copy View PDF Delete
					Work on grant Copy

	Texas WILDLIFE ADMINISTRATION AND COORDINATION	09/01/2017	08/31/2019		Work on grant Copy View PDF Delete
	Coastal Fisheries Monitoring and Management	09/01/2019	08/31/2021		Work on grant Copy View PDF Delete
	My example grant				Work on grant Copy View PDF Delete
	Montana Statewide Fisheries Surveys	07/01/2019	06/30/2020		Work on grant Copy View PDF Delete
	Technical Information and Guidance in Fish and Wildlife Management	07/01/2019	06/30/2024		Work on grant Copy View PDF Delete
	CT Coordination	03/01/2019	02/29/2020		Work on grant Copy View PDF Delete
	OR – Sauvie Island Wildlife Area 2019-20	07/01/2019	06/30/2020		Work on grant Copy View PDF Delete
	Test - Debbie	06/06/2019	06/11/2020		Work on grant Copy View PDF Delete
<div> ⏪ ⏴ 1 2 3 4 5 ⏵ ⏩ 10 ▼ </div>					

[Enter new grant information](#)

[Back to Home Page](#)

PROPOSAL DETAILS

1: Proposal Details

2: Programs

3: Additional Information



Enter the administrative information for this grant proposal. This information can usually be found on your SF-424 if you have already completed it.

Descriptive Title ?

Blah Blah Blah (Is he done yet?)

count/max: 32/1000

SAP / PO (FBMS) # (if available) ?

A##AA#####

Recipient Grant ID (optional) ?

Recipient Grant ID

Recipient Location ?

KY - Kentucky

Grant Start Date ?

06/30/2019

Grant End Date ?

07/30/2019

Public Description ?

[Add Public Description](#)

TRACS Group ?

Sample Non-Federal Parent Group

SAP / PO (FBMS) # (if available) ?

A##AA#####

Recipient Grant ID (optional) ?

Recipient Grant ID

Recipient Location ?

? (Required) Select from the drop down the main location associated with the primary or lead recipient of this grant.

KY - Kentucky

Grant Start Date ?

Grant End Date ?

Public Description ?

[Add Public Description](#)

TRACS Group ?

Sample Non-Federal Parent Group

Grant Recipient Contacts

Type To Search



Create New Contact

Grant Recipient Contacts		
Contact Info	Send Notifications	Available Actions

Next Step >>

Form Updated

Save & Exit

Cancel

PROGRAMS



Select the grant program(s) associated with this grant proposal.

The following programs are available.

Boating Council

☐ Boating Council (9792)

Boating Infrastructure Grant Program

- ☐ Boating Infrastructure Grant Program (BIG Tier 1 & BIG Tier II) (9771)
☐ Clean Vessel Action Grants (9310)

Coastal Impact Assessment Programs

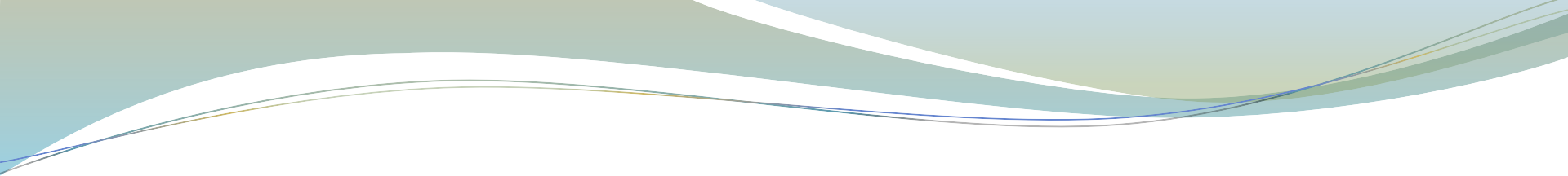
☐ Coastal Impact Assessment Program (5851)

Coastal Wetlands Act Grant Program

☐ Coastal Wetlands Act Grant Program (9671)

Endangered Species

- ☐ Candidate Conservation Agreement (5951)
☐ Endangered Species - HCP Land Acquisition/HCP Planning (5943)
☐ Endangered Species – HCP Planning Grants (5944)
☐ Endangered Species Grant (5941)
☐ Endangered Species Grants (Old Code) (3941)
☐ HCP Land Acquisition Grants to States (5955)
☐ HCP Planning Grants (5952)
☐ Safe Harbor Grants (5953)
☐ Species Recovery Land Acquisition (5954)



☐ Outreach Grants (RDFP) (9701)

Sport Fish Restoration

- ☐ Aquatic Education (Freshwater/Inland) (9511)
- ☐ Aquatic Education (Saltwater/Marine) (9513)
- ☐ Boating Access (Freshwater/Inland) (9521)
- ☐ Boating Access (Saltwater/Marine) (9522)
- ☐ Fish Restoration (Freshwater/Inland) (9514)
- ☐ Marine Fisheries (Saltwater/Marine) (9512)
- ☐ Sports Fish Restoration Grants (9510)

State Wildlife Grants

- ☐ State Wildlife Grants – Competitive (5971)
- ☐ State Wildlife Program Grants (5720)
- ☐ SWG Competitive Grants (5631)
- ☐ SWG Implementation Grants (50% split) (5721)
- ☐ SWG Implementation Grants (50% split) (5621)
- ☐ SWG Implementation Grants (65% split) (5724)
- ☐ SWG Implementation Grants (65% split) (5624)
- ☐ SWG Planning Grants (75% split) (5722)
- ☐ SWG Planning Grants (75% split) (5622)
- ☐ SWG Tribal Wildlife Grants (5723)
- ☐ Tribal Wildlife Grants (5623)

Wildlife Conservation & Restoration Program

- ☐ WCRP Conservation & Restoration Activities (5510)
- ☐ WCRP Conservation Grants (5511)
- ☐ WCRP Recreation Grants (5512)
- ☐ Wildlife Corridor (1420)

Wildlife Restoration Apportionment Grants

- ☐ Section 10 Hunter Education Grants (5231)
- ☐ Section 10 Hunter Education Program (5230)
- ☐ Section 10 Wildlife Restoration Grants (5232)
- ☐ Section 4 Hunter Education (5210)
- ☐ Section 4 Wildlife Restoration (5220)

- 1: Proposal Details
- 2: Programs
- 3: Additional Information

i This page captures additional information to ensure a recipient of federal funds is in compliance with the federal programs requirements for how the money can be used in accordance with 2 CFR 200 Subpart F. Enter the single audit reporting statement, conflict of interest disclosures, and indirect cost statement below.

Organization Type **?**
State Government

Conflict of Interest Disclosure Statement **?**

☐ Not Applicable

[Add Conflict of Interest Disclosure Statement](#)

Single Audit Reporting Statement **?**

Select one of the statements below:

- A [insert your organization type] that was required to submit a Single Audit report for the organization's most recently closed fiscal year and that report is not available on the Federal Audit Clearinghouse Single Audit Database website.
- A [insert your organization type] that was not required to submit a Single Audit report for the organization's most recently closed fiscal year.
- A [insert your organization type] that was required to submit a Single Audit report for the organization's most recently closed fiscal year and that report is available on the Federal Audit Clearinghouse Single Audit Database website. The report is filed under the EIN of [insert EIN]

Indirect Cost Statement **?**

Select one of the statements below:

- A [insert your organization type] that has never submitted an indirect cost rate proposal to our cognizant agency and has an indirect cost rate that is 10% or higher. Our indirect cost rate is [insert rate]. However, in the event an award is made, we will not be able to meet the requirement to submit an indirect cost rate proposal to our cognizant agency within 90 calendar days after award. We request as a condition of award to charge a flat de minimis indirect cost rate of 10% of modified total direct costs as defined in 2 CFR 200.68. We understand that we must notify the Service in writing immediately if we do establish an approved rate with our cognizant agency at any point during the award period. We understand that additional Federal funds may not be available to support an unexpected increase in indirect costs during the project period and such changes are subject to review, negotiation, and prior approval by the Service.

Conflict of Interest Disclosure Statement ?

☒ Not Applicable

Not Applicable

Single Audit Reporting Statement ?

EIN ?

25-6356254

We are:

A **State Government** that was required to submit a Single Audit report for the organization's most recently closed fiscal year and that report is available on the Federal Audit Clearinghouse Single Audit Database website. The report is filed under the EIN of **25-6356254**

Clear Selection

Indirect Cost Statement ?

Indirect Cost Rate ?

Indirect Cost Rate

We are:

A U.S. State or local government entity receiving more than \$35 million in direct Federal funding each year with an indirect cost rate of **[insert rate]**. We submit our indirect cost rate proposals to our cognizant agency. A copy of our most recently approved rate agreement/certification is attached.

Clear Selection

<< Previous Step Form Updated

Save & Exit Cancel

Freshwater Public Waters Sport Fisheries Surveys and Monitoring

Grant Process Workflow

[Back to Grants List](#)

1 Grant Proposal Information

[> See status details](#)

Complete

Available Actions

[Edit Grant Proposal Information](#)

[Update Contact Information \(Not Available\)](#)

2 Project Statements

[> See status details](#)

Not Started

Available Actions

[Add/Edit Project Statements](#)

Approvals Process

0 of 0 approved

[> See approval details](#)

[View Statement Approvals \(Not Available\)](#)

3 Financial Information

> See status details

Unavailable

Available Actions

Link to FBMS Award (Not Available) ➤

4 Performance Reports

Unavailable

Available Actions

Enter Performance Reports (Not Available) ➤

Edit Final Report Questionnaire (Not Available) ➤

View Interim Reports (Not Available) ➤

Approvals Process

0 of 0 approved

> See approval details

Performance Report Approvals (Not Available) ➤

5 Close Grant


Unavailable

Required Actions

There are no actions available for your role



Project Statements

Enter keywords 

Search

Clear

[Back to Grant Workflow](#)

No records found.

[Enter new project statement](#)

[Back to Grant Workflow](#)

Performance

GENERAL INFO

i Select the primary location where the proposed grant activities will be accomplished. Select the entire state/country/locale or specific location to include counties.

Title **?**

count/max: 0/1000

Locale **?**

KY - Kentucky **v**

☐ See All Counties **?**

TRACS Group **?**

Sample Non-Federal Parent Group **v**

Point of Contact **?**

Type To Search

Add New Contact

Next Step >>

Save & Exit Cancel

NEED & PURPOSE



Enter the Need, Purpose and Timeline for this Project Statement as required by 50 CFR 80. In most cases this information can be copied and pasted from the Application for Federal Assistance (SF-424) directly into TRACS.

Need ?

You know, he's not half bad at presenting this. He really deserves a raise.

[Attach Files](#)

Purpose ?

☐ Not Applicable

filler space

[Attach Files](#)

Timeline ?

☐ Not Applicable

filler space

[Attach Files](#)[<< Previous Step](#)[Next Step >>](#)

Form Updated

[Save & Exit](#)[Cancel](#)

Performance

OBJECTIVES

List of Objectives

i No objectives have been entered

Create New Objective

<< Previous Step

Next Step >>

Save & Exit

Cancel

Performance

OBJECTIVES



Enter a descriptive title for your objective, select a strategy from the drop down list, then select a predefined objective, and fill in the target date for the objective. If applicable identify one or more Recruitment, Retention, and Reactivation Target for the objective.

Title

Statewide Fisheries Surveys

Strategy ?

Research, Survey, Data Collection and Analysis



Objective ?

Conduct investigations



Target Date ?

07/31/2019

☐ Pertains to R3 (recruitment, retention, reactivation)? ?

Next Step >>

Form Updated

Save & Exit

Cancel

1: General Info

2: Need & Purpose

3: Objectives

1: Create Objective

2: Add Activities

3: Add Approach

4: Results & Benefits

5: Budget Narrative

6: Additional Info

Performance

OBJECTIVES



Select one or more predefined Activities associated with the Objective by clicking on the "Add another Activity" button. An activity is a specific descriptor of an action used for grant performance reporting needs.

List of Activities

List of Activities



No activities have been entered

Add an Activity

<< Previous Step

Next Step >>

Save & Exit

Cancel

1: General Info

2: Need & Purpose

3: Objectives

1: Create Objective

2: Add Activities

3: Add Approach

4: Results & Benefits

5: Budget Narrative

6: Additional Info

OBJECTIVES



Select one or more predefined Activities associated with the Objective by clicking on the "Add another Activity" button. An activity is a specific descriptor of an action used for grant performance reporting needs.

Activity Tag

Fish and wildlife habitat data acquisition and analysis



of Investigations

232

Principal Investigator
Ryan Oster (Grants Management Specialist)
<no organization>
ryan_oster@fws.gov
(304) 596-3641

Clear

Identify species by name or pre-defined group

Search and selection of species is not yet implemented. A sample has been automatically added to allow you to complete this activity.

Species	Actions
Sample Species	Remove

Add Activity to List Updated

Cancel



Performance

OBJECTIVES



Select one or more predefined Activities associated with the Objective by clicking on the "Add another Activity" button. An activity is a specific descriptor of an action used for grant performance reporting needs.

Activity Tag

Utilization data acquisition and analysis



of Investigations

8

Principal Investigator
Ryan Oster (Grants Management Specialist)
<no organization>
ryan_oster@fws.gov
(304) 596-3641

Clear

Identify species by name or pre-defined group

Search and selection of species is not yet implemented. A sample has been automatically added to allow you to complete this activity.

Species	Actions
Sample Species	Remove

[Add Activity to List](#) Updated

[Cancel](#)

1: General Info

2: Need & Purpose

3: Objectives

1: Create Objective

2: Add Activities

3: Add Approach

4: Results & Benefits

5: Budget Narrative

6: Additional Info

OBJECTIVES



Select one or more predefined Activities associated with the Objective by clicking on the "Add another Activity" button. An activity is a specific descriptor of an action used for grant performance reporting needs.

List of Activities

List of Activities

Activity	Details	Actions
Fish and wildlife habitat data acquisition and analysis	Output: 232 Investigations Principal Investigator: Ryan Oster Species: <ul style="list-style-type: none">Sample Species	Edit Remove
Utilization data acquisition and analysis	Output: 8 Investigations Principal Investigator: Ryan Oster Species: <ul style="list-style-type: none">Sample Species	Edit Remove

[Add another Activity](#)

<< Previous Step

Next Step >>

Save & Exit

Cancel

Performance

OBJECTIVES



Enter the Approach for the Objective. The Approach describes the specific conservation actions or efforts necessary to accomplish the objectives. The Approach answers the question "how" the objectives will be accomplished by describing the actual work that will be done. This information must demonstrate that the agency will use sound design, appropriate procedures, and accepted fish and wildlife conservation, management, or research principles. In most cases this information can be copied and pasted from the Application for Federal Assistance (SF-424) directly into TRACS.

Approach Narrative

[Add Approach Narrative](#)

<< Previous Step

Save & Exit

Cancel

1: General Info

2: Need & Purpose

3: Objectives

1: Create Objective

2: Add Activities

3: Add Approach

4: Results & Benefits

5: Budget Narrative

6: Additional Info



Performance

RESULTS & BENEFITS



Enter the Results and Benefits for this project statement as required by 50 CFR 80. The Results and Benefits describes the benefits to users, habitat and/or species and the expected results/outcomes from resolving a conservation need. In most cases this information can be copied and pasted from the Application for Federal Assistance (SF-424) directly into TRACS.

Results and Benefits

☐ Not Applicable

BLAH, BLAH, BLAH (Is he almost done yet?)

[Attach Files](#)

<< Previous Step

Next Step >>

Form Updated

Save & Exit

Cancel



1: General Info

2: Need & Purpose

3: Objectives

4: Results & Benefits

5: Budget Narrative

6: Additional Info

BUDGET NARRATIVE



Enter a budget narrative and/or equipment narrative to summarize costs with additional information sufficient to show that the proposed grant is cost effective.

Budget Narrative ?

[Add Budget Narrative](#)

[Attach Files](#)

Equipment Narrative ?

☐ Not Applicable

[Add Equipment Narrative](#)

[Attach Files](#)

Useful Life Narrative ?

☐ Not Applicable

What is the useful life of TRACS?

[Attach Files](#)

<< Previous Step

Next Step >>

Form Updated

Save & Exit

Cancel

- 1: General Info
- 2: Need & Purpose
- 3: Objectives
- 4: Results & Benefits
- 5: Budget Narrative
- 6: Additional Info

ADDITIONAL INFO



Enter general information below related to multipurpose and relationships with other grants.

Is this a multipurpose grant?

☐ Yes, please explain

Not Applicable

[Attach Files](#)

Does this grant have a relationship to other grants?

☐ Yes, please explain

Not Applicable

[Attach Files](#)

<< Previous Step

Save & Exit

Cancel

Freshwater Public Waters Sport Fisheries Surveys and Monitoring

Grant Process Workflow

[Back to Grants List](#)

1 Grant Proposal Information

[> See status details](#)

Complete

Available Actions

Edit Grant Proposal Information [▶](#)

Update Contact Information (Not Available) [▶](#)

2 Project Statements

[> See status details](#)

In Progress

Available Actions

Add/Edit Project Statements [▶](#)

Approvals Process

0 of 1 approved

[> See approval details](#)

View Statement Approvals [▶](#)

3 Financial Information

Project Statement Approvals

[Back to Workflow Overview](#)

Freshwater Public Waters Sport Fisheries Surveys and Monitoring

Statements Awaiting Completion					
Title	Locale	# of Objectives	Point of Contact	Validation	Actions available for your role
Freshwater Public Waters Sport Fisheries Surveys and Monitoring	Kentucky	1	 ryan_oster@fws.gov	 3 Errors	Archive Edit Statement View History

- Relationships with other Grants information is required
- Need information is required
- Multipurpose information is required

Approval Workflow

Awaiting Non-federal Review and Submission
No matching records

Awaiting Federal Approval
No matching records

Final Approved
No matching records

Archive
No matching records

Freshwater Public Waters Sport Fisheries Surveys and Monitoring

Grant Process Workflow

[Back to Grants List](#)

1 Grant Proposal Information

[> See status details](#)

Complete

Available Actions

Edit Grant Proposal Information [▶](#)

Update Contact Information (Not Available) [▶](#)

2 Project Statements

[> See status details](#)

Complete

Available Actions

Add/Edit Project Statements [▶](#)

Approvals Process

0 of 1 approved

[> See approval details](#)

View Statement Approvals [▶](#)

3 Financial Information

Project Statement Approvals


[Back to Workflow Overview](#)

Freshwater Public Waters Sport Fisheries Surveys and Monitoring

Statements Awaiting Completion

No matching records

Approval Workflow

Awaiting Non-federal Review and Submission				
Title	Locale	# of Objectives	Point of Contact	Actions available for your role
Freshwater Public Waters Sport Fisheries Surveys and Monitoring	Kentucky	1	 ryan_oster@fws.gov	<div>Archive</div> <div>Edit Statement</div> <div>View/ Submit for Approval</div> <div>View History</div> <div>View PDF</div>

Awaiting Federal Approval

No matching records

Final Approved

No matching records

Archive

No matching records

Project Statement Approvals

[Back to Workflow Overview](#)

Freshwater Public Waters Sport Fisheries Surveys and Monitoring


Statements Awaiting Completion

No matching records

Approval Workflow

Awaiting Non-federal Review and Submission

No matching records

Awaiting Federal Approval				
Title	Locale	# of Objectives	Point of Contact	Actions available for your role
Freshwater Public Waters Sport Fisheries Surveys and Monitoring	Kentucky	1	 ryan_oster@fws.gov	Minor Corrections Return To Previous Step View/ Submit for Approval View History View PDF

Final Approved

No matching records

Archive

Edit Grant Proposal Information >

Update Contact Information (Not Available) >

② Project Statements

> See status details

Complete

Available Actions

Add/Edit Project Statements >

Approvals Process

0 of 1 approved

▼ See approval details

- ✔ 1 statements approved by your organization
- ✔ 0 statements approved at federal level

View Statement Approvals >

③ Financial Information

> See status details

Unavailable

Available Actions

Link to FBMS Award (Not Available) >

④ Performance Reports



Excellent Resource

<https://fawiki.fws.gov>

- * Guidance
- * WSFR topics
- * Standard Project Statements
- * Boating Access Construction, etc.
- * Strategy Fact Sheets

Dashboard

Guidance

FA Policy & Oversight

FA Systems

FA Training

WSFR

ADMIN

Admin Sandbox

Search

Inside the Wiki

All

Guidance

- ☐ FA Guidance Archive
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- ☐ FA Topics
- ☐ Using the FWS FA Wiki
- ☐ 508 Compliance
- ☐ FA Policy & Oversight
- ☐ FA Policy and Oversight
- ☐ FAPO Drafts
- ☐ FA Systems
- ☐ About Systems Branch
- ☐ FBMS Information
- ☐ Grants.gov Information
- ☐ SAM Information



Welcome to the FWS Financial Assistance Wiki

The FWS FA Wiki is a website community for Service staff, partners, and recipients involved in administering Service-awarded grants and cooperative agreements. The FA Wiki's two primary functions are to provide: (1) a readily-accessible, comprehensive FA management resource and lasting knowledge base for our FA managers, specialists, coordinators, and other award recipients; and, (2), a collaboration platform for Service FA programs and supporting business offices, as well as our non-Federal partners and stakeholders.

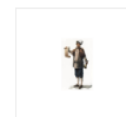
Need help navigating the Wiki? Start here—

[How-To Article - Navigating the FA Wiki](#)[Quick Tip Tutorial Video - Searching the FA Wiki](#)[Click here](#) for a list of Wiki tools, tips, and various helps.

News

Data call for all FWS staff working with grants and cooperative agreements

10/24/2018



A data call went out yesterday (Oct 23) requesting that all active financial assistance (FA) awards in FBMS include both the assigned project

officer/biologist and grants officer/manager/specialist. This information will help the Training Team continue to work towards more specific training opportunities...

[READ MORE](#)

Payments under Federal Financial Assistance

6/5/2018

According to the Uniform Guidance (§200.305 Payment), payments to recipients of Federal financial assistance awards fall into two broad categories: (1) payments to State recipients (§200.305(a)); and, (2) payments to all other recipients (§200.305(b)). State recipients of Federal financial assistance

Dashboard - FA Wiki

← → ↺ ↻ ⌂

https://fawiki.fws.gov/dashboard.action

☆ 3m 81

Apps Work WSFR Ryan TRACS Citi Commercial Car... Grants Training Fishing Info Create Accessible P...

Dashboard

Guidance

FA Policy & Oversight

FA Systems

FA Training

WSFR

ADMIN

Admin Sandbox

Q Search


FA Guidance Archive

Drafts

FA Topics

Inside the Wiki

All



WSFR FA Topics

Using the FWS FA Wiki

508 Compliance

News

Using the FWS FA Wiki

Guidance

FA Guidance Archive

Drafts

FA Topics

Using the FWS FA Wiki

508 Compliance

FA Policy & Oversight

FA Systems

FA Guidance Archive

Drafts

FA Topics

Using the FWS FA Wiki

508 Compliance

FA Policy and Oversight

FAPO Drafts

About Systems Branch

FBMS Information

Grants.gov Information

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Need help navigating the Wiki? Start here—


How-To Article - [Navigating the FA Wiki](#)

Quick Tip Tutorial Video - [Searching the FA Wiki](#)

Click [here](#) for a list of Wiki tools, tips, and various helps.

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READ MORE

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https://fawiki.fws.gov/display/WSFR/WSFR+FA+Topics

Type here to search

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Standard Project Statements

Created by Scott Knight, last modified by Ryan Oster on May 16, 2019

Background

The process of developing standard project statements began at the Fall 2015 TRACS Working Group meeting. At the meeting, the WSFR Training Branch was initially tasked with evaluating the current list of custom indicators used in TRACS, with a stated goal of determining if WSFR could implement standard objectives for various project statements in TRACS that would complement the efforts being done on the results chains. The goal of this effort was to create a suite of standard project statements (best management practices) for the most common project types that States routinely perform using grant funds from WSFR programs.

Objectives

- (1) Create training and job aids that assists WSFR and State staff in performance of their respective grants management roles and responsibilities;
- (2) Clarify what represents an adequate project statement in order to satisfy the requirements of regulation and policy;
- (3) Provide a roadmap for the development of the project statement component for the TRACS enhancement; and
- (4) Create efficiencies in the grants management process for both WSFR staff and our State partners by providing a clearer understanding of expectations for each element of a project statement.

Development Process

During the spring and summer of 2016, the Training Branch developed 14 standard project statements for various project types including fish hatcheries/stocking, research, land acquisition, boating access, coordination, survey, habitat management, hunter education, aquatic education, and construction activities under the clean vessel act and boating infrastructure grant program. These project statements were crafted using the TRACS strategies and standard objectives developed by the TRACS Working Group. The standard project statements were then released on June 15, 2016, to WSFR staff for an open commenting period. This commenting period ended on July 29, 2016, during which time, the Training Branch incorporated

- <https://fawiki.fws.gov/display/WSFR/Single+Source+Award>

Coordination & Administration

- Fish and Wildlife Technical A...
 - Freshwater Public Waters Sp...
 - Habitat Management and P...
 - Hunter Education Program
 - Land Acquisition for Wildlife...
 - Land Acquisition - Statewide...
 - Research - Wildlife Restorati...
 - Sport Fish Stocking and Fish ...
 - Substantial in Character and De...
 - Tennessee Valley Authority (TV...
 - Wildlife Restoration Program
- Privacy Statement

SPACE NEWS

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TRACS Strategy Fact Sheets (Training/Job Aids)

- [Coordination & Administration](#)
- [Direct Habitat & Species Management](#)
- [Environmental Review](#)
- [Facilities/Areas Construction, Renovation, or Acquisition](#)
- [Facilities/Areas Operation & Maintenance](#)
- [Incentives](#)
- [Outreach / Communication](#)
- [Planning](#)
- [Real Property Acquisition](#)
- [Research, Survey, Data Collection and Analysis](#)
- [Species Stocking](#)
- [Stakeholder Involvement](#)
- [Technical Assistance](#)
- [Training / Education](#)

A bundle of all 14 TRACS Strategy Fact Sheets may be viewed by clicking [here](#).

Additional TRACS Enhancement Resources

The following resources are designed to be training/job aids to assist States/Territories in collecting information as required for data entry at the Grant proposal / project statement level, as well as performance reporting. These resources are meant to be used as State/Territory resource documents.

- [TRACS Grant Proposal and Project Statement Template](#)
- [TRACS Performance Report Template](#)
- [TRACS Reporting Questionnaire Template](#)
- TRACS Grant / Project Statement Translation Q&As - *coming soon!*



TRACS Enhancement Strategy Fact Sheets

TRACS Strategy Fact Sheet

Facilities and Areas Construction, Renovation or Acquisition



New construction, renovation or acquisition of facilities in support of programs/projects (e.g., office buildings, garages, equipment sheds, access sites, ranges, hatcheries, or education centers). Note: Real Property Acquisition and Management is a different strategy.

Standard Objective Example:

Construct, renovate or acquire 6 facilities by 06-30-2020.

Unit of Measure:
of facilities

Activities:

- Firearm or archery ranges - *Link to facilities record(s)*
 - ☐ Archery Ranges
 - ☐ Shooting Ranges
- Fish passage facilities - *Identify target species and link to facilities record(s)*
- Fish screening and related facilities - *Identify target species and link to facilities record(s)*
- Fish hatcheries - *Identify target species and link to facilities record(s)*
- Education Centers - *Link to facilities record(s)*
 - ☐ Aquatic resource education
 - ☐ Hunter education
- Wildlife Passage Facilities - *Identify target species and link to facilities record(s)*
- Wildlife Propagation Facilities - *Identify target species and link to facilities record(s)*
- Program Support Facilities - *Link to facilities record(s)*
- Recreational Boating Facilities - *Link to facilities record(s)*

- Fish screening and related facilities - *Identify target species and link to facilities record(s)*
- Fish hatcheries - *Identify target species and link to facilities record(s)*
- Education Centers - *Link to facilities record(s)*
 - ☐ Aquatic resource education
 - ☐ Hunter education
- Wildlife Passage Facilities - *Identify target species and link to facilities record(s)*
- Wildlife Propagation Facilities - *Identify target species and link to facilities record(s)*
- Program Support Facilities - *Link to facilities record(s)*
- Recreational Boating Facilities - *Link to facilities record(s)*
 - ☐ Access roadways
 - ☐ Carry-down access
 - ☐ Docks (enter # slips and/or # linear feet)
 - ☐ Fish cleaning stations
 - ☐ Fuel stations
 - ☐ Gangways
 - ☐ Hoist launching systems
 - ☐ Launch ramps (enter # launching lanes)
 - ☐ Laundry facilities
 - ☐ Moorings
 - ☐ Parking areas
 - ☐ Restrooms
 - ☐ Secondary improvements
 - ☐ Shelters
 - ☐ Wave attenuation / Breakwater
- Boat Pump Out/Dump Stations - *Link to facilities record(s)*
 - ☐ Dump stations
 - ☐ Floating restrooms
 - ☐ Pump out boats
 - ☐ Pump out stations

Standard Objective Example:

Construct, renovate or acquire 4 areas by 06-30-2020.

Unit of Measure:
of areas

Activity: Public Access Areas - *Link to facilities record(s)*



TRACS Enhancement Matrix v17.0

*That's not a typo. Yes, we are currently
on the 17th version of this document.*

TRACS Enhancement Matrix Version 17 (Final)

The Activity Matrix corresponds to Standard Objectives. For each Standard Objective, a TRACS user is required to select at least one Activity Tag 1 and provide the corresponding unit of measurement. More than one

Activity Tag 1 may be selected per strategy. One or more Activity Tag 2 is required if present but does not require a unit of measurement (with the exception of recreational boating facilities for the strategy of "Construction, Renovation of Acquisition"). Activity Tag 2 data is from State-based organizations (SOBA, AREA, IHEA) that have requested that certain information be collected in TRACS specific to their organizations' interests. Additional Info indicates those activities where a real property or facilities information is required and/or where target species and/or habitat is required and needs to be identified.

STRATEGY/Standard Objectives	Activity Tag 1 (Required)	Unit of Measurement	Activity Tag 2 (Required)	Additional Info-species, habitat, facilities and/or real property (Required)	Descriptions and Examples
FACILITIES/AREAS CONSTRUCTION, RENOVATION OR ACQUISITION					New construction, renovation or acquisition of facilities in support of programs/projects (e.g., office buildings, garages, equipment sheds, access sites, ranges, hatcheries, or education centers). Note: Real Property Acquisition is a different strategy.
Construct, renovate or acquire XX facilities by XXXX.					Construction, renovation or acquisition of facilities in support of programs/projects (e.g., office buildings, garages, equipment sheds).
	Recreational boating facilities	# of facilities		Link to facilities record(s)	Boating-related facilities for the handling, launching, mooring, tie-up, or parking of public watercraft, trailers or transport vehicles, including ancillary features commonly associated with such facilities.
			Access roadways		Roadways to access public Boating Facilities.
			Carry-down access		Access facilities for hand-launched watercraft (i.e. kayak or non-motorized boat access).
			Docks	Enter # slips and/or # linear feet	Docks at boat launch sites.
			Fish cleaning stations		Fish cleaning stations at boat launch sites.
			Fuel stations		Fuel Stations.
			Gangways		Gangways.
			Hoist launching systems		Systems marinas or docks designed to launch watercraft via a hoist.
			Launch ramps	Enter #launching lanes	Boat ramp lanes at boat launch sites.
			Laundry facilities		Laundry facilities.
			Moorings	Enter # physical tie-ups	Moorings.
			Parking areas		Parking areas at boat launch sites.
			Restrooms		Restrooms at boat launch sites.
			Secondary improvements		Secondary improvements (e.g., utilities, buoys, lights, etc.).
			Shelters		Shelters at boat launch sites.
			Wave attenuation / Breakwater		Wave attenuation / Breakwater.
	Boat Pump Out/Dump Stations	# of facilities		Link to facilities record(s)	Waste removal options for use by the boating public.
			Dump stations		Dump stations.
			Floating restrooms		Floating restrooms.
			Pump out boats		Pump out boats.
			Pump out stations		Pump out stations.

STRATEGY/Standard Objectives	Activity Tag 1 (Required)	Unit of Measurement	Activity Tag 2 (Required)	Additional Info-species, habitat, facilities and/or real property (Required)	Descriptions and Examples
Construct, renovate or acquire XX areas by XXXX.					Construction, renovation or acquisition activities in areas in support of programs/projects (e.g., non-boating access public fishing areas such as fishing piers). Note: Activities primarily for restoration and management of species and habitats should be entered under the strategy "Direct Habitat and Species Management".
	Public access areas	# of areas	NA	Link to facilities record(s)	Construction, renovation or acquisition activities in areas in support of programs/projects (e.g., non-boating access public fishing areas such as fishing piers, wildlife watching areas, etc.). Note: Activities primarily for restoration and management of species and habitats should be entered under the strategy "Direct Habitat and Species Management".
FACILITIES/AREAS O&M					Operations or maintenance of facilities in support of programs/projects (e.g., office buildings, garages, equipment sheds, access sites, ranges, hatcheries, labs, research facilities or education centers).
Operate and Maintain XX facilities by XXXX.					Operation and Maintenance of facilities in support of programs/projects (e.g., office buildings, garages, equipment sheds, dams).
	Firearm and archery ranges	# of facilities			Operations and maintenance of facilities that provide recreational shooting.
			Archery ranges		Archery ranges for hunter education and other recreational purposes.
			Shooting ranges		Shooting ranges for hunter education and other recreational purposes. Note: Could be funded through Wildlife Restoration basic or Section 10 enhanced hunter education.
	Fish passage facilities	# of facilities	NA	Identify target species	Facilities, including each structure that is designed to allow fish to move past instream barriers (e.g., fish ladders; counting stations). Note: Not related to removal of dams and other barriers, which is entered under "Direct Habitat and Species Management" strategy.
	Fish screening and related facilities	# of facilities	NA	Identify target species	Screening systems that prevent fish from passing into areas that do not support their survival (e.g., into irrigation diversion channels). Note: Primarily funded by FRIMA grant program in Region 1.
	Fish Hatcheries	# of facilities		Identify target species	Facilities to propagate fish species for recreational and/or restoration purposes.
	Education centers	# of facilities			Facilities used in support of education.
			Aquatic resource education		Classrooms for aquatic resource education purposes.
			Hunter education		Classrooms for hunter education purposes. Note: Could be funded through Wildlife Restoration basic or Section 10 enhanced hunter education.
	Wildlife passage facilities	# of facilities	NA	Identify target species	Facilities, including structures that are designed to allow wildlife to move past barriers (e.g., roads, fences, etc.)
	Wildlife propagation facilities	# of facilities	NA	Identify target species	Facilities used in support of wildlife propagation, including aquatic species (e.g., freshwater mussels).
	Program Support	# of facilities	NA		Facilities used in support of programs/projects (e.g., office buildings, garages,



Questions

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