

## **SOLICITATION FOR GRANT APPLICATIONS**

### **I. AWARD INFORMATION.**

Federal Agency Name: U. S. Department of Labor  
Mine Safety and Health Administration

Funding Opportunity Title: Mine Health and Safety Grants

Announcement Type: Initial Announcement

Funding Opportunity Number: MSHA 2014-1

CFDA Number: 17.600

Opportunity Type: Grant

Number of awards: Up to 50 States and the Navajo Nation

Start date of project period: 10/01/2013

End date of project period: 09/30/2014

Estimated amount of funds  
to be awarded: \$8,441,000

### **II. FUNDING OPPORTUNITY DESCRIPTION.**

The Secretary of Labor's vision for the U.S. workforce is *Promoting and Protecting Opportunity for All*. One of the Secretary's goals is to secure a safe and healthy workplace, especially at mines. Under Section 503 of the Federal Mine Safety and Health Act of 1977 (Mine Act), Public Law 95-164, as amended, the Secretary of Labor through the Mine Safety and Health Administration (MSHA) may award grants to States to assist them in developing and enforcing State mining laws and regulations, to improve State workers' compensation and mining occupational disease laws and programs, and to improve safety and health conditions in the Nation's mines through Federal-State coordination and cooperation.

MSHA recognizes that State training programs are a key source of mine safety and health training and education of individuals who work or will work at mines. MSHA encourages State training programs, as a priority, to focus their efforts on small mining operations. MSHA is also interested in

supporting programs that include training on miners' statutory rights, including the right to be provided a safe working environment and the right to refuse to perform an unsafe task. The Agency encourages recipients to focus on programs which include education and training related to occupational health hazards and diseases (such as black lung and silicosis), mine emergency evacuation training and drills (including donning and transferring self-contained self-rescuers (SCSRs)), and mine rescue team training.

### **III. ELIGIBILITY INFORMATION.**

#### **A. Eligible Applicants.**

Under Section 503(a) of the Mine Act, any State where mining is present may apply for a grant. Under this grant program, the Governor must designate the recipient of the State's grant. The recipient may be a State agency or other organization.

New applicants for a State grant must include documentation of the Governor's designation of the applicant as the recipient of the grant.

Applicants other than States and State-supported or local government-supported institutions of higher education will be required to submit evidence of nonprofit status, preferably from the Internal Revenue Service. A nonprofit entity as described in 26 U.S.C. § 501(c)(4), which engages in lobbying activities, is not eligible for a grant award. See 2 U.S.C. § 1611.

#### **B. Matching.**

Under Section 503(g) of the Mine Act, MSHA may fund only 80% of the activities under a State grant program. The State must provide matching funds of no less than twenty percent of the total program costs. MSHA encourages grant recipients to use cash or funds, rather than in-kind contributions, to meet their matching requirements.

#### **C. Other Eligibility Requirements.**

##### **1. Data Universal Number System (DUNS).**

Under 2 C.F.R. § 25.200(b)(3), every applicant for a Federal grant funding opportunity is required to include a DUNS number with its application. An applicant's DUNS number is to be entered into Block 8 of Standard Form (SF) 424. The DUNS number is a nine-digit identification

number that identifies business entities uniquely. There is no charge for obtaining a DUNS number. To obtain a DUNS number, call 1-866-705-5711 or access the following website: <http://fedgov.dnb.com/webform>.

After receiving a DUNS number, all grant applicants must register as a vendor with the System for Award Management (SAM) through the website [www.sam.gov](http://www.sam.gov). Grant applicants must create a user account and then complete and submit the online registration. Once the registration has been completed, it will take up to 10 business days to process. The applicant will receive an email notice that the registration is active. If the applicant had an active record in the Central Contractor Registration (CCR), they should have an active record in SAM. SAM will send notifications to the registered user via email 60, 30, and 15 days prior to expiration of the record. In addition, under 2 C.F.R. § 25.200(b)(2), each grant applicant must maintain “an active registration with current information at all times.” The Grants.gov website, through which applicants must apply for MSHA grants, advises that it will reject all applications that have an expired SAM registration.

## 2. Legal Rules Pertaining to Inherently Religious Activities by Organizations that Receive Federal Financial Assistance.

The government generally is prohibited from providing direct Federal financial assistance for inherently religious activities. See 29 C.F.R. Part 2, Subpart D. Grants under this solicitation may not be used for religious instruction, worship, prayer, proselytizing, or other inherently religious activities. Neutral, non-religious criteria that neither favor nor disfavor religion will be employed in the selection of grant recipients and must be employed by grantees in the selection of contractors and subcontractors.

## **IV. APPLICATION AND SUBMISSION INFORMATION.**

### A. Application Forms.

This announcement includes all information and links needed to apply for this funding opportunity. The full application is available through the Grants.gov website, [www.grants.gov](http://www.grants.gov), click the “Applicants” tab, then “Apply for Grants”. The Catalog of Federal Domestic Assistance (CFDA) number needed to locate the appropriate application for this opportunity is 17.600. If an applicant has problems downloading the application package from Grants.gov, contact the Grants.gov Contact Center at 1-800-518-4726 or by email at [support@grants.gov](mailto:support@grants.gov).

The standard forms required for this grant are:

SF-424	Application for Federal Assistance
SF-424A	Budget Information for Non-Construction Programs
SF-424B	Assurances for Non-Construction Programs
SF-LLL	Disclosure of Lobbying Activities

B. Period of Performance.

The performance period for these State grants is October 1, 2013 through September 30, 2014. MSHA may approve a request for a no-cost extension to grantees for an additional period of time based on the success of the project and other relevant factors.

C. Program Design.

The proposed training and education program or other activities permitted under Section 503 of the Mine Act must identify problems or issues applicable to the State's mining industry before developing the proposal. A successful application will be funded when the Action Plan includes efforts to address the problems or issues identified for the applicant's particular mining industry.

1. The Action Plan must identify mine health and safety problems or issues that exist and provide quantitative or qualitative documentation of the problem or issue. Selection of problems or issues to be addressed in the proposal should be carefully made. Examples of problems or issues for training include, but are not limited to: lack of trained individuals; the high number of "slips, trips, and falls of persons;" haulage accidents at mines; or "material handling" mining accidents.

2. The Action Plan must identify the problems, develop objectives to resolve the problems, and measure the outcomes. Example: the applicant identifies that the root cause of numerous haulage accidents is the lack of equipment operator training. The applicant identifies or creates a training program tailored to the mining industries affected and estimates the number of individuals to be trained.

3. If the Action Plan contains a train-the-trainer program, the following information must be provided:

- (a) What ongoing support the grantee will provide to new trainers;
- (b) The number of individuals to be trained as trainers;

- (c) The estimated number of courses to be conducted by the new trainers;
- (d) The estimated number of students to be trained by these new trainers and a description of how the grantee will obtain data from the new trainers documenting their classes and student numbers if conducted during the grant period.

4. The Action Plan describes the work activities. The following are the minimum requirements for training.

- (a) The training activities (e.g., curricula and training materials) planned and instructors (e.g., resume or other documentation that shows their experience and knowledge to teach the course) used which will help to resolve the identified problems.
- (b) The planned activities and training are tailored to the needs and levels of the miners and employers to be trained. Any special constituency to be served through the grant program is described, e.g., small mines or limited English proficiency miners. Organizations proposing to develop materials in languages other than English also will be required to provide an English version of the materials.
- (c) If the proposal includes developing training materials, the work plan must include time during development for MSHA to review the educational materials for technical accuracy and suitability of content. If commercially developed training products will be used for a training program, applicants also should plan for MSHA to review the materials before using the products in their grant programs.
- (d) The utility of the educational materials is described.
- (e) The outreach or process to find miners or trainees to receive the training is described.

5. If purchasing equipment, the proposal must include the health and safety need addressed, e.g., mine rescue equipment for small mines, the identities of the beneficiaries, and the location of the equipment. Also, the proposal should include any training activities required and instructors needed.

6. Address how the proposed project will contribute to the Department of Labor's Strategic Goal 2, "Ensuring workplaces are safe and healthy." MSHA recognizes the importance of training miners and others to prevent injury and illness at mines. The following table

explains the types of data grantees must provide to support the Secretary of Labor's and MSHA's goals under the State grant program:

<b>DOL AND MSHA STRATEGIC GOALS</b>	<b>MSHA's STRATEGY</b>	<b>DATA GRANTEE PROVIDES</b>
1. Agency creates more effective training to promote safe and healthy workplaces	<p>Increase overall number of trainers trained</p> <p>Increase the number of mine operators and miners trained</p> <p>Provide quality training with clearly stated goals and objectives for ensuring workplaces are safe and healthy</p>	<p>Number of trainers trained</p> <p>Number of new individuals trained in Parts 46 and 48</p> <p>Number of individuals provided with annual refresher training in Parts 46 and 48</p> <p>Number of individuals trained in Parts 46 and 48 from mines with 5 or less miners</p>
2. Agency creates and distributes training materials to provide more effective training to ensure workplaces are safe and healthy	<p>Increase number of quality educational materials developed</p> <p>Support and enhance mine rescue training</p>	<p>Evaluation of training materials created, to include target audience, goals and objectives, and usability in the mine training environment</p> <p>Number trained as responsible persons, number trained in Part 49 mine rescue, cost (\$) of equipment and supplies in support of</p>

		mine rescue, and amount (\$) expended in support of mine rescue events
3. Agency promotes safe & healthy workplaces through other activities permitted under Section 503 of the Mine Act	Increase State's activity to certify & qualify persons responsible for ensuring safe & healthy workplaces	<p>Number trained in certification or qualification programs during the reporting period</p> <p>Number tested in certification or qualification programs during the reporting period</p>

7. The Action Plan should describe how the grantee will evaluate its progress in accomplishing the grant work activities and accomplishments, training sessions, and the program's effectiveness and impact to ensure a safe and healthy workplace. The Action Plan must include how the applicant will evaluate students to determine the effectiveness of the training, to include pre and post-assessment of students. The proposal should include a plan to follow up with trainees to determine the impact the program has had in abating hazards and reducing miners' injuries and illnesses, thus securing a safer and healthier workplace.

#### D. Submission of Applications.

In the final awards, MSHA will authorize recipients to use FY 2014 Federal funds for allowable expenses incurred by the recipient between October 1, 2013 and September 30, 2014.

The closing date for receipt of applications under this announcement is May 30, 2014 (no later than 11:59 p.m. EDT). Grant applications must be submitted electronically through the Grants.gov website. The Grants.gov site provides all the information about submitting an application electronically through the site as well as the hours of operation. Interested

parties can locate the downloadable application package by the CFDA No. 17.600.

Applications received by Grants.gov are date and time stamped electronically. Once an interested party has submitted an application, Grants.gov will notify the interested party with two e-mails: the first is an automatic notification of receipt and the second is that the application is validated and ready to be sent to the grantor agency or rejected because of errors. **An application must be fully uploaded and validated by the Grants.gov system before the application deadline date.** The U.S. Department of Labor E-Grants System then receives the application from Grants.gov, and a third notification is sent to the interested party.

E. Project Financial Plan and Forms.

This section addresses the forms and budget section of the application. A person with authority to bind the applicant (authorized organization representative or AOR) must sign the application and forms. Applications submitted electronically through Grants.gov do not need to be signed manually; the form will automatically affix an electronic signature for the authorized person identified. Information on the AOR is at <http://www.grants.gov/web/grants/support/technical-support/troubleshooting/checking-aor-status.html>.

1. Completed SF-424, "Application for Federal Assistance." This form is part of the application package on [www.grants.gov](http://www.grants.gov). The SF-424 must identify the applicant clearly and be signed by an individual with authority to enter into a grant agreement.
2. Completed SF-424A, "Budget Information for Non-Construction Programs." This form is part of the application package on [www.grants.gov](http://www.grants.gov). The project budget should demonstrate that the total amount and distribution of funds is sufficient to cover the cost of all major project activities identified by the applicant in its proposal, and must comply with the Federal cost principles and the administrative requirements set forth in this Solicitation for Grant Applications (SGA).
3. Budget Narrative. The applicant must provide a concise narrative explaining the request for funds. The budget narrative should separately attribute the Federal and matching funds to each of the activities specified in the technical proposal (Action Plan) and it should discuss precisely how any administrative costs support the project goals.



Indirect administrative costs for these grants may not exceed 15%. These charges must be supported with a copy of an approved Indirect Cost Rate Agreement. Indirect costs are those costs that are not readily identifiable with a particular cost objective but nevertheless are necessary to the general operation of an organization.

If applicable, the applicant must provide a statement about its program income. Program income is gross income earned by the grantee which is directly generated by a supported activity, or earned as a result of the award.

4. Completed SF-424B, "Assurances for Non-Construction Programs." Each applicant for these grants must certify compliance with a list of assurances. This form is part of the application package on [www.grants.gov](http://www.grants.gov).

5. Supplemental Certification Regarding Lobbying Activities. All applicants must comply with 29 C.F.R. Part 93 and provide the certification required in 29 C.F.R Part 93 Appendix A.

6. Non-profit status. New applicants must provide evidence of non-profit status, preferably from the Internal Revenue Service (IRS), if applicable. (This requirement does not apply to States or State government supported institutions of higher education.)

7. Accounting System Certification. A new applicant that receives less than \$1 million annually in Federal grants must attach a certification stating that the organization (directly or through a designated qualified entity) has a functioning accounting system that meets the criteria below. The certification should attest that the organization's accounting system provides for the following:

- (a) Accurate, current, and complete disclosure of the financial results of each federally sponsored project.
- (b) Records that adequately identify the source and application of funds for federally sponsored activities.
- (c) Effective control over and accountability for all funds, property, and other assets.
- (d) Comparison of outlays with budget amounts.
- (e) Written procedures to minimize the time elapsing between transfers of funds.

- (f) Written procedures for determining the reasonableness, allocability, and allowability of costs.
- (g) Accounting records, including cost accounting records that are supported by source documentation.

F. Intergovernmental Review.

This program is eligible for coverage under Executive Order 12372, "Intergovernmental Review of Federal Programs." Where applicable, an applicant must contact the office or official designated as the Single Point of Contact (SPOC) in its State for more information on the process the State requires to be followed in applying for assistance and to find out if the State has selected the program for review. Names and addresses for the SPOCs are listed on the OMB web site at:

[http://www.whitehouse.gov/omb/grants\\_spoc/#TB\\_inline?height=220&width=370&inlineId=tb\\_external&linkId=16](http://www.whitehouse.gov/omb/grants_spoc/#TB_inline?height=220&width=370&inlineId=tb_external&linkId=16)

## **V. ADMINISTRATIVE, FINANCIAL, AND NATIONAL REQUIREMENTS.**

A. Administrative and National Policy Requirements.

All grantees will be subject to applicable Federal laws and regulations (including provisions of appropriations law) and applicable OMB Circulars. The grants awarded under this program will be subject to the following administrative standards and provisions, if applicable:

**2 C.F.R. Part 25**, *Universal Identifier and Central Contractor Registration.*

**2 C.F.R. Part 170**, *Reporting Sub-Awards and Executive Compensation Information.*

**2 C.F.R. Part 175**, *Award Term for Trafficking in Persons.*

**2 C.F.R. Part 200, Subpart E**, *Cost Principles.*

**29 C.F.R. Part 2, Subpart D**, *Equal Treatment in Department of Labor programs for Religious Organizations, protection of religious liberty of Department of Labor social service providers and beneficiaries.*

**29 C.F.R. Part 31**, *Nondiscrimination in federally assisted programs of the Department of Labor—Effectuation of Title VI of the Civil Rights Act of 1964.*

**29 C.F.R. Part 32**, *Nondiscrimination on the basis of handicap in programs or activities receiving federal financial assistance.*

**29 C.F.R. Part 33**, *Enforcement of non-discrimination on the basis of handicap in programs or activities conducted by the Department of Labor.*

- 29 C.F.R. Part 35**, *Nondiscrimination on the basis of age in programs or activities receiving federal financial assistance from the Department of Labor.*
- 29 C.F.R. Part 36**, *Nondiscrimination on the basis of sex in education programs or activities receiving federal financial assistance.*
- 29 C.F.R. Part 93**, *New Restrictions on lobbying.*
- 29 C.F.R. Part 94**, *Government-wide requirements for drug-free workplace (financial assistance).*
- 29 C.F.R. Part 95**, *Grants and agreements with institutions of higher education, hospitals, and other non-profit organizations, and with commercial organizations, foreign governments, organizations under the jurisdiction of foreign governments, and international organizations.*
- 29 C.F.R. Part 96**, *Audit requirements for grants, contracts, and other agreements.*
- 29 C.F.R. Part 97**, *Uniform administrative requirements for grants and cooperative agreements to state and local governments.*
- 29 C.F.R. Part 98**, *Government-wide debarment and suspension (non-procurement).*
- 29 C.F.R. Part 99**, *Audits of states, local governments, and non-profit organizations.*
- Federal Acquisition Regulation (FAR) Subpart 31.2**, *Contracts with commercial organizations (Codified at 48 C.F.R. Subpart 31.2).*

Except as specifically provided, MSHA's acceptance of a proposal or MSHA's award of Federal funds to sponsor any program does not constitute a waiver of any grant requirement or procedure. For example, if an application identifies a specific contractor to provide certain services, the MSHA award does not provide a basis to sole-source the procurement (to avoid competition).

#### B. Funding Restrictions.

MSHA will determine whether costs are allowable under the applicable Federal cost principles identified in Part V.A. and other conditions contained in the grant award.

##### 1. Allowable Costs.

Grant funds may be spent on conducting training and outreach, developing educational materials, recruiting activities to increase participants in the program, and on necessary expenses to support these activities to improve safety and health conditions in the Nation's mines through Federal-State coordination and cooperation. Grant funds also may be spent on

equipment and other resources permitted under Section 503 to assist grantees in developing and enforcing State mining laws and regulations and to improve State workmen's compensation and mining occupational disease laws and programs.

In addition to the training courses conducted for the mining industry, the funds may be used to provide assistance to the mining industry. Assistance may include, but is not limited to, conducting compliance assistance visits, assistance in preparing training plans, conducting inspections of mines, and conducting informational workshops which target one or more particular groups of mining operations in the State's mining industry, or other activities that would improve the health and safety of miners.

MSHA anticipates that it will hold regional informational meetings with all applicants. Detailed meeting information will be provided to all applicants after release of the Solicitation for Grant Applications. The budget should include the cost of travel for two staff members to attend a one-day regional meeting.

## 2. Program Income.

If an applicant anticipates earning program income during the grant period, the application must include an estimate of the income that will be earned. Program income earned must be reported on a quarterly basis.

Program income earned during the award period shall be retained by the recipient, added to funds committed to the award, and used for the purposes and under the conditions applicable to the use of the grant funds. See 29 C.F.R. §§ 95.24 or 97.25.

## 3. Use of MSHA's Grants.

In all cases, MSHA grants are intended to supplement, not supplant, existing State mine health and safety programs.

## C. MSHA review of educational materials.

MSHA will review all grantee-produced educational and training materials for technical accuracy and suitability of content during development and before final publication. MSHA also will review training curricula and purchased training materials for technical accuracy and suitability of content before the materials are used. Grantees developing

training materials must follow all copyright laws and provide written certification that their materials are free from copyright infringements.

When grantees produce training materials, they must provide copies of completed materials to MSHA before the end of the grant period. Completed materials should be submitted to MSHA in hard copy and in digital format. Two copies of the materials must be provided to MSHA. Acceptable formats for training materials include Microsoft Word (XP or later version), PDF, PowerPoint, and any other format agreed upon by MSHA.

D. License.

As listed in 29 C.F.R. § 95.36, the Department of Labor reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use for Federal purposes any work produced under a grant, and to authorize others to do so. Grantees must agree to provide the Department of Labor a paid, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use for Federal purposes all products developed, or for which ownership was purchased, under an award. Such products include, but are not limited to, curricula, training models, technical assistance products, and any related materials. Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronic, or otherwise. Title 29 C.F.R. § 97.34 provides DOL and MSHA with similar rights for any work produced or purchased under the grant.

E. Acknowledgement on Printed Materials.

All approved grant-funded materials developed by a grantee shall contain the following disclaimer: "This material was produced under grant number XXXXX from the Mine Safety and Health Administration, U.S. Department of Labor. It does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government."

When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with Federal money, all grantees receiving Federal funds must clearly state:

1. The percentage of the total costs of the program or project that will be financed with Federal money;

2. The dollar amount of federal financial assistance for the project or program; and
3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

F. Use of U.S. Department of Labor (USDOL) and MSHA Logos.

With written permission from MSHA, the USDOL or the MSHA logo may be applied to grant-funded materials including posters, videos, pamphlets, research documents, national survey results, impact evaluations, best practice reports, and other publications. The grantees must contact MSHA to request this written permission.

G. Reporting.

Grantees are required by U.S. Department of Labor regulations to submit financial and project reports, as described below. Grantees also are required to submit final reports no later than 90 days after the end of the grant period.

1. Financial Reports. The grantee shall submit financial reports on a quarterly basis. Recipients are required to use the U.S. Department of Labor's E-Grants System's electronic SF-425 (SF-FFR), at [www.etareports.doleta.gov](http://www.etareports.doleta.gov), to report the status of all funds awarded and, if applicable, program income received and expended during the funding period. All reports are due no later than 30 days after the end of the reporting period.
2. Performance Reports. A grantee must submit a quarterly technical report no later than 30 days after December 31, 2013, March 31, 2014, June 30, 2014, and September 30, 2014, respectively. The technical report provides both quantitative and qualitative information and a narrative assessment of performance under the grant. This report will contain the following information:
  - (a) A comparison of actual accomplishments to the objectives established for the period.
  - (b) Reasons for any objectives not met.
  - (c) Description on any significant developments or problems affecting the organization's ability to accomplish the work.
  - (d) An evaluation of the impact or results of the program's activities.
  - (e) The performance data required by Part IV.C.6.

Between reporting dates, the grantee shall immediately inform MSHA of significant developments or problems affecting the organization's ability to accomplish work.

3. Final Reports. At the end of the grant period, each grantee must provide a final financial report, a summary of its progress (including performance data), and an evaluation report.

H. Freedom of Information.

Any information submitted in response to this SGA will be subject to the provisions of the Freedom of Information Act, as appropriate.

## **VI. APPEAL RIGHTS.**

All approved applications will be funded consistent with law and availability of funds. Appeal rights are set forth in Section 503 of the Mine Act.

## **VII. AGENCY CONTACTS.**

Any questions regarding this solicitation for grant applications (MSHA 2014-1) should be directed to:

Program Office:

Ms. Janice Oates  
Management and Program Analyst  
Educational Policy and Development  
Mine Safety and Health Administration  
U.S. Department of Labor  
1100 Wilson Boulevard  
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(202) 693-9573  
(202) 693-9571 (FAX)  
[Oates.Janice@dol.gov](mailto:Oates.Janice@dol.gov)

Ms. Teresa Rivera  
Management Officer  
Educational Policy and Development  
Mine Safety and Health Administration  
U.S. Department of Labor

1100 Wilson Boulevard, Room 2104  
Arlington, Virginia 22209  
(202) 693-9581  
(202) 693-9571 (FAX)  
[Rivera.Teresa@dol.gov](mailto:Rivera.Teresa@dol.gov)

Grants Office:

Ms. Nancy Sloanhoffer  
Director, Acquisition and Management Division  
Mine Safety and Health Administration  
U.S. Department of Labor  
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(202) 693-9801 (FAX)  
[Munnerlyn.Travis@dol.gov](mailto:Munnerlyn.Travis@dol.gov)

The telephone numbers listed above are not toll-free numbers.



## **VIII. OFFICE OF MANAGEMENT AND BUDGET INFORMATION COLLECTION REQUIREMENTS.**

This SGA requests information from applicants. This collection of information is approved under OMB Control No. 1225-0086 (expires January 31, 2016).

In accordance with the Paperwork Reduction Act of 1995, no person is required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for the grant application is estimated to average 20 hours per response, for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Each recipient who receives a grant award will be required to submit four technical performance reports, four financial reports, and a final report to MSHA. The financial report (SF-425) burden is approved under OMB Control No. 0348-0061.

Send comments regarding the burden estimated or any other aspect of this collection of information, including suggestions for reducing this burden, to the OMB Desk Officer for MSHA, Office of Management and Budget, Room 10235, Washington DC 20503 and to MSHA, electronically to Janice Oates at [Oates.Janice@dol.gov](mailto:Oates.Janice@dol.gov) or Nancy Sloanhoffer at [Sloanhoffer.Nancy@dol.gov](mailto:Sloanhoffer.Nancy@dol.gov) or by mail to Janice Oates, Room 2101, 1100 Wilson Boulevard, Arlington, Virginia 22209.

This information is being collected for the purpose of awarding and administering a grant.